

Comox Valley Montessori Society

September 18th, 2013

Present: Sarah Ritchie Nick Belanger Laura Stewart
Kim Hall Nicole Rippel Sharene Popiel
Tina Boccalon Skye Hill Kelly Wilson
Korina Rushton Amelia Valmorbida Susie Klus
Sherry Turnbull Suzanne Faulkner Michelle Burry
Erin Walsh Bobi Lineker Danielle Ennis
Angela Somerset Dan Costain Rosanne Gerristen
Carmen Costantino Sheila Piervelie-Fuerstenberg

1. Call To Order - Call to order 7:34pm.

2. Introductions -

3. Adoption of the Agenda - Erin adopts the agenda, Korina seconds the motion.

4. Adoption of Last Month Minutes - Carmen adopts the minutes from April 2013, Erin seconds the motion.

5. Reports

5.1 Administrator's Report - Dan Costain

- Dan thanks the all the parents present for coming. He will be attending the PAC meetings on the third Wednesday of every month and then the CVMS board meetings on these nights. Opens the floor to parents to ask questions., Sarah asks 2 questions on behalf of CVMS

1. Lynn Jacobson Maternity Leaving- Posting is a provisional posting and closed yesterday, Sept 17th. 4 applicants applied and none of them met the qualifications set by school district 71. Dan has asked HR to keep the posting open indefinitely. He will keep checking back to see if there are any qualified applicants. May look at applicants that do not have all the qualifications, and we may have to offer that type of training in the future for future applicants.

2. CUPE strike possibility - Dan does not know that much about it. If pickets go up, then the teachers will not cross the picket line and school's will be closed. May be a possibility of a one day strike.

Sarah opens it up to the floor if anyone has any questions further questions.

Skye asks if our funding would be in trouble if we were to hire teachers without all the qualifications. Dan thinks that as long as certified BC teachers are in place then funding would not be a problem.

5.2 Presidents Report - Sarah Ritchie

- Sarah thanks Ocean for doing such a good job as president last year. Kept meetings nice and short and efficient. Ocean has decided to step down as a director at large, we will be voting on her position tonight.
- Thanks to Korina and family for hosting a wonderful end of the year picnic for CVMS. As well, thanks for getting all the thank you's out from the tea.
- Sarah explains the co chair position, Carmen and Sarah are sharing the position. We get one vote in the voting process. Please feel free to contact us via email, texting, phone if you have any questions or comments.
- 139 students registered in CVMS this year.
- Trying to get more communication with the teachers this year. Each month a new teacher will attend the meeting to give us feedback and answer any questions that CVMS may have. They have decided on the schedule and will rotate each month. They may have their classrooms open for 30 minutes before the meeting so that they can talk to parents and answer any questions that parents have.
- Michelle has expressed an interest of inviting families with 3 or 4 year old to visit her classroom once a month. If you have anyone to recommend please let Michelle Hawkins know.
- Donation letters went out yesterday. Hoping this will be a successful call out for donations.
- Thanks to Amelia, Laura, Michelle Taylor and Carmen for setting up the welcoming tea for Montessori and neighborhood kindergarten classrooms.
- Thank to Rosanne Gerriston for hosting an Usbourne Book Party/Fundraiser. \$399 credit was donated back to CVMS and she purchased 21 books for CVMS classrooms. Suggest to PAC that the Usbourne lady would be willing to hold that type of fundraiser for PAC.
- Lynn Jacobson is pregnant and due in February, Sarah suggests we use money out of the grace and courtesy fund to get her a gift.

5.3 Vice President's Report - Erin Walsh

- Been working with Amelia to set up the Shutterfly sites for all the classrooms.
- Still working on keeping the constitution updated.

5.4 Teacher's Report - Nicole Rippel

- First PLC this past Wednesday the teacher's discussed having more of a Montessori method in the classrooms. Is no bells, 3 hour work periods, exercise in the morning, etc.

Teacher's Report Continued

- Korina asks if the rest of the teachers could allow the kids to finish eating their lunches and ignore the bells so that the kids do not have to rush to eat. Nicole and parents suggest that most teachers are already allowing that.
- Michelle suggests that the school could have bells just outside and not inside the school. Nicole says that has been suggested but administration says it has to be both ways.
- The school Wii that was in Nicole's classroom has gone missing. Nicole thanks everyone for coming to the orientation night that just happened and says she enjoyed it and would like to see it happen next year.

5.5 Treasurer's Report - Michelle Burry

- Our fiscal year is June 1st to May 31st.
- Michelle has a copy of the new budget if anyone is interested in seeing it, and she can answer questions. There are no substantial changes from previous years, and our expenses have actually decreased \$1700 from the approved budget, due to one less directress.
- Bank - \$24,343.00. Michelle is sure that Lisa is planning to spend some of this on materials. CVMS has \$14,000.00 on fixed expenses. We more in the bank than usual for this time of year, because we are holding money in expectation of outfitting a new classroom this year.

5.6 Secretary's Report - Carmen Costantino

- If you have enrolled to be a CVMS member, you will not be receiving any emails til the new secretary is voted in. They will be taking over the enrolling responsibility from Lisa Wilcox.
- Explained to on the cvmontessori.com website and click on enroll to sign up name, email address and they will be getting emails from CVMS. Members can vote once they have been in good standing for 2 months.
- Amelia will be placing the enrolling information on all the shutterfly sites.

5.7 Inventory Report - Lisa Wilcox (via emails)/Susie Klus

- Printing and laminating needs to be reassigned. Michelle suggest that we can proabbaly allot it to the money we were supposed to have for the other teacher, which we do not have this year.
- Susie did all the inventory in Tiffany's class and most of Anne's class.
- Got the list of books from the Usbourne books. Susie wnts to know if we want to label the books. It is decided that anything we spend money on should be inventoried.

5.8 Liaison Report - Amelia Valmorbida

- Amelia decided not to go with closed facebook pages, due to a lot of issues and went instead with the shutterfly websites like before. All the teacher's shutterfly sites are up and running but Amelia needs to get ownership of Nicole's site as well. The parents from last year's site need to be removed as well as the pictures if Nicole plans on using the same domain name.
- The teachers were very eager to get their sites up and running and Amelia is trying to catch up. It is suggested that we send out a letter to all the kindergarten classrooms to let them know about the sites as soon as possible. Erin suggests for Ameila to set up the site in the summer next year so she will be ready for when school starts next year.
- Erin briefs everyone that the idea was put to Sean's classroom on a shutterfly site and a closed facebook site to test it out for this year and see which one is more productive. Suggested that we allot the teachers to vote next year whether they want shutterfly and/or closed facebook sites.
- Liaisons: Sean Burkholder - Erin Walsh, Lynn Jacobson - Rosanne Gerritsen & Sharene Popiel, Stefanie Custer - Korina Rushton & Erin Walsh, Nicole Ripple - Bobi Lineker, Anne Buchanan - Sherry Turnbull & Amelia Valmorbida, Michelle Hawkiner - Suzanne Faulkner

6.0 Old Business

6.1 Fundscrip - Erin Walsh

- **Fundscrip** - Erin explains what fundscrip is for the new people attending the meeting and to CVMS. CVMS has run it for 3 years, and Erin is looking to hand it off to someone new this year. Looking for a new "set of eyes" to help market the fundraising program. Last year we made approx. \$700. Sarah suggests CVMS tries to do it for one more month and see if we advertise the credit card option if it would

help. Another idea is to do a "Christmas Blitz". Erin decides to do a Christmas run, end of November and beginning of December.

6.2 New Secretary & Director At Large - Sarah Ritchie

- Ocean Varney has given up her seat as director at large.
- Nominees for Director At Large - Jenn Johnson, Bobi Lineker and Rosanne Gerritsen. Bobi is voted in as director at large.
- Nominees for Secretary - No one. The board has opened it up to nominees. Rosanne Gerritsen volunteers and nominates herself. She is voted in as secretary.

7. New Business -

7.1.1 Bulb Fundraiser - Sharene Popiel

- No way of doing a fall fundraiser this year, but will definitely do the one in the spring.

7.1.2 Coffee Fundraiser - Skye Hill

- Coffee Fundraiser - Nov 5 Order forms will go out, Nov 21 forms will be due and Dec 5 orders will be in. Skye will also do a taste testing in the morning at the school.

7.1.3 Christmas Craft Fair - Sarah Ritchie

- Christmas Craft Fair - Brooklyn school is doing a craft fair and is wondering if we are interested in do it. No one is interested in planning.

7.1.4 Annual Tea - Sarah Ritchie

- Looking to get some of the big ticket items, so need to start thinking about it. Put out a general letter for fundraising ideas and a description of what the tea is and start thinking about volunteering for.

7.1.5 Grants - Sarah Ritchie

- Grants - Sarah suggested that we look into the Comox Valley Community Foundation for grants. Michelle Burry suggests that we get Megan Penney to look into it since she has grant funding fundraiser.

7.1.6 Photo Shoot - Sarah Ritchie

- 7.1.6 Photo Shoot – Sarah asks the board if they are interested in doing a photo shoot fundraiser again this year and when would be a good time to do it. Amelia is one of the contacts for that past fundraiser so she will talk to Dawn the photographer if she is interested in doing another photo shoot donation.

7.2 Printing & Laminating - Michelle Burry (on behalf of Lisa Wilcox)

- Lisa is concerned that the teachers have started their laminating for the year and wants the board to suggest a maximum amount for her to be able to tell the teachers that they can spend. Michelle suggests that we can up the laminating budget because we no longer need the funds for an extra classroom this year.

7.3 Thank you to Tiffany - Sarah Ritchie

- Nothing was done for Tiffany Campbell when she left our school last year. It is suggested that the board write her a thank you . Korina, the grace and courtesy director will write a thank you to Tiffany for her support throughout the years of her being a teacher here.
- Sarah suggests that we also do something for Lynn Jacobson when her baby is born. Michelle says that the board can vote on spending some money from the grace and courtesy fund.

7.4 Future Meetings - Sarah Ritchie

- Sarah asks the board and visitors if anyone is interested in putting the meetings up half an hour. The board votes to keep the date and time the same. The third Wednesday of every month at 7:30pm.

Adjourned - 9:04pm.