

Comox Valley Montessori Society
Minutes for January 15th, 2014

Present:	Rosanne Gerritsen	Suzanne Faulkner	Sherry Turnbull
	Michelle Hawkins	Sharene Popiel	Korina Rushton
	Sarah Ritchie	Lisa Wilcox	Carmen Costantino
	Erin Walsh	Laura Stewart	Cara Covas
	Michelle Burry	Jenn Johnson	

1. Call to Order – 7:05 p.m.

2. Introductions -

3. Adoption of the Agenda – Sarah adopted the agenda and Erin seconded it.

4. Review and adoption of the Minutes from November – Erin adopted and Sarah seconded.

5. Reports

5.1 – Administrator’s Report – absent

5.2 – President’s Report – Carmen Costantino

- Welcome to Terri Fullerton, our new directress taking over a maternity leave from Lynn Jacobson
- Thank you to Skye for her work on the Coffee fundraiser and to Amelia and Dawn for their efforts on the photo shoot fundraiser
- Montessori Program Review - We received an email from administration that the District and Allan Douglas would like to do a program review of the Montessori Program. The meetings will be in Feb. and Mar. This will be a good opportunity to get a strong commitment from the District about our program. Carmen & Michelle will attend. Michelle Hawkins asked the Teacher's Union Rep to come to the meeting, Steve Stanley because it might be good to have him there as an objective observer.
- Inventory is in the process of getting done. Thanks to Bobi, Susie, Laura and Carmen for their help. Ms. Rippel and Mrs. Jacobson are done. Miss Custer is half done. We still need to get Ms. Hawkins done and check on Mr. Burkholder's and Mrs. Buchanan's class.
- Community Grant - We didn't receive a Community Foundation grant. Thank you to Sarah for all the work.

5.3 - Vice President's Report - Erin Walsh

- Rooms booked for the tea
- Constitution and bylaws – Erin continuing to work on this.
- Applying for Grants - Erin spoke about the process for applying for funds from Rotary for iPad Learning lab. General discussion about the merits of acquiring an iPad Learning Lab. We discussed price of Mac vs other tablets. We discussed how useful these would be to teachers. All agreed that training teachers to use the iPads in the classroom would be essential. The plan is to apply for a technology grant in May and if we're turned down, then we will apply for a Rotary grant.
- 4/5/6/7 Liason - Erin requested help with Sean's Shutterfly page. We will ask Kim Sheehan to assist.

5.4 - Teacher's Report - Michelle Hawkins

- Program Review: Michelle hopes that recruitment of new teachers is discussed at program review. Michelle's idea: Sponsor a teacher with a B. Ed. do the Montessori training. New ideas needed for recruiting teachers Discussion on recruitment. How can we persuade the trustees to make more of a commitment to our program? Use Montessori as an example of what great education can be!! Michelle feels that the future of education is in children having personal choice and pathways, which fits right in with Montessori Philosophy.
- Facebook/website: Michelle would like to post some Montessori links and articles that would enhance our facebook page and website.
- Information Night - General discussion on format of information night - how many and which classrooms should be opened.
- Card fundraiser: Be the Change Cards – Michelle explained that she would like to sell packs of cards that have great messages on them. They are focused towards children and fit in well with grace and courtesy. Idea to get community businesses to help sell. Cost: \$6.50 if you buy 150 packs.
 - Motion from Michelle Burry: That the Be the Change Cards is a fundraiser being organized by M. Hawkins and the CVMS will pay the expenses up front with the understanding that the money will be collected by the end of the fiscal year - May 31st. The motion passed.

5.5 - Treasurer's Report - Michelle Burry

- Bank - \$27,809
- Parent donations since June 1st – 12,980
 - Post-dated Cheques of \$1,500
- Fundraising - \$1,356
 - Photo shoot - \$530
 - Coffee - \$726
 - Shake it Up - \$100
- Expenses since June 1st - \$8,143
 - Includes Inventory Materials - \$4,200

- Income Statement & Balance available if anyone wants to see it
- Tax Receipts available

Treasurer's Report Cont.

Carmen asks question: Ocean put a letter out last year in January, was it beneficial?

Michelle will write a "blurb" about where we stand on fundraising and a plug for parent volunteers for the tea

5.6 Secretary's Report - Rosanne Gerritsen

- Enrollment is good – 15 people on a mailing list of parents interested in registering
- CVMS Handbook – updated, made changes and printed. Rosanne will send a copy to Ryan to post on the website.

5.7 Inventory - Lisa Wilcox/Susie Klus

- Lisa will touch base with Terri Fullerton and get an order soon.
- Suggestion to let Terri know what money she has left for consumables for her classroom -

5.8 Liaison Report - Amelia Valmorbida

- information covered already – i. e. Card fundraiser and Div II Shutterfly

6.0 Old Business

6.1 Website - Carmen Costantino

- Angela Somerset is communicating with Ryan about it and they will meet and discuss changes to the website.

6.2 Fundscrip - Erin Walsh

- Made \$370 with the Christmas run. Direct Ship Option could run all year along. Can ship to any home for 0.73 in shipping. Still have grocery and cards to sell in the hall.

6.3 Fundraising

6.3.1 Cards - Michelle Hawkins – covered under Teacher's report

6.3.2 Photo Shoot Fundraiser - Amelia Valmorbida

- Made \$536

6.3.3 - Coffee Fundraiser - Carmen

- Made over \$700

6.3.4 - High Tea & Silent Auction Fundraiser - Carmen

- Kelly Wilson - taking care of the auction portion of the tea - has contacted Westjet and will hit up some Victoria businesses - sub committee will meet in a week or two.
- We need Childcare Coordinator and volunteer coordinator
- Laura S will help with Kitchen and Suzanne with groceries
- Tea Planning Meeting will be Monday Jan. 27th at Sarah's - 6:30 p.m.

- Rosanne will email the membership asking for volunteers.
- Check out the volunteer list to call up for assistance after the meeting if they don't show up.

7.0 - New Business

7.1. Info Night

- Will be held Jan Wed. 29th from 6-7:30 p.m.
- Will have classroom tours, student demos, administration will speak – Sarah will do introductions of teachers and Michelle Burry will speak about the program.
- Childminding – Cara will head up and ask older students to help with childminding.
- Rosanne to send out an email asking for volunteers

7.2 Baby Shower - Sherry Turnbull

- Sherry will organize a CVMS Shower for Lynn – might join Anne B.'s faculty shower?
- \$50 from Grace & Courtesy Fund towards Lynn's shower gift

8. Adjourn - 8:59