

CVMS Minutes for March 12th, 2014

Present: Rosanne Gerritsen Michelle Hawkins Lisa Wilcox
 Carmen Costantino Sarah Ritchie Amelia Valmorbida
 Erin Walsh Anne Buchanan

1. **Call to Order:** 7:38

2. **Introductions**

3. **Adoption of Agenda:** Sarah made a motion to adopt the agenda and Erin seconded it.

4. **Review and adoption of minutes** from February 2014:

Sarah made a motion to adopt the minutes from Feb. 2014 and Rosanne seconded it.

5.0 - **Reports:**

5.1 - **Administrator's Report - Dan Costain** (absent)

- Anne Buchanan reports that administration received about 70 surveys from Montessori families about the reasons why they chose the Montessori Program

5.2 - **President's Report - Carmen Costantino**

- **Program Review** - Carmen gave us some details about the Montessori Program Review that is currently being done by Alan Douglas. The school board is looking at our numbers and wondering why we tend to lose kids in the upper grades. They are looking extensively at our website and our budget. There is another meeting set for April 7th to strictly discuss budget. The board is not sure about our donation requests and feels they may be considered "fees". They are also concerned that parents might feel pressured to donate. There is an idea from board: Create a maintenance fund for the Montessori Program so that donations are not needed. There was general discussion about that - pros and cons. It was brought up to ask the board "What do you feel your role is in our program?" and "How can you help us sustain our program?" Sustainability was brought up as something that our program needs to work on and improve. There is also a need for strong leadership.

5.3 - **Vice President's Report - Erin Walsh**

- **FundScrip** is on hold. No one has placed any on-line orders yet.
- **Guiding Principles** - After the program review is finished, work will continue on Guiding Principles as well as Constitution and Bylaws.

5.4 - Teacher's Report - Anne Buchanan

- **PLC's** - Anne said that they have been working on literacy throughout the program K to 7. The teachers feel it's important to use similar language to create consistency. They are working on creating a strong reading program. Buddy programs are happening throughout the grade levels, which create a strong literacy base
- **Program Review**: Anne thinks it is good that our program is being reviewed. There is a question of how to create sustainability in our program. Nicole and Anne are presenting at the April 8th meeting.
- **Guiding Principles** - will be looked at further, after the Program Review is complete. Erin began a discussion about what kind of power the board has to change our guiding principles. We would like the board to consider our input as well.
- **Student Portfolios** - Teachers are working on creating these. In Anne's class they are duotangs and include a checklist of materials that students have worked with. There is also a checklist of BC Curriculum PLO's.
- **Pro D Money** - Michelle, Terri and Anne are going to the VIMA conference on Self-regulation in Victoria. It is a full day conference being presented by the author of book "Children who are Not Yet Peaceful". Anne is very appreciative of the Pro-D money.
- **Family Day** - There is an idea to replace Mother's Day and Father's Day with Family Day, where all families will be invited to join the class to do a project together on Friday, May 30th. Anne wondered if CVMS could spend \$1 per child for the project costs.

5.5 - Treasurer's Report - Michelle Burry (absent, but her written report is as follows)

- Bank - \$32,131
- Parent donations since June 1st - \$15,936
 - Plus Post-dated cheques of \$925
- Fundraising - \$1,719
 - Fundscrip - \$363
 - Photo shoot - \$530
 - Coffee - \$726
 - Shake it Up - \$100
- Expenses since June 1st - \$9,158
 - Includes Inventory Materials - \$4,200
- Email Transfer – is now available. If anyone wants to send a donation through email, they can email directly to SD71CVMS@gmail.com - They will have to send a password to that email separately as well so that I can accept that transfer.

Something easy like their child's name or their last name is fine, as long as they put it in writing so that I know the spelling, capitalization, etc. Also a phone number in that email would be good, in case there are any problems and I need to contact them.

5.6 - Secretary's Report- Rosanne Gerritsen

- No volunteers for Inventory Controller yet
- Rosanne is collecting tea volunteer emails and will compile a list of volunteers for the Tea

5.7 - Inventory - Lisa Wilcox

- nothing to report

5.8 - Shutterfly Liaison- Amelia Valmorbida

- The 4/5/6/7 class needs a new shutterfly liaison, Kim's daughter has left that class
- Montessori Survey – it would have been good to put information about the survey in the newsletter. Also, Navigate's Info night information got mailed out but Montessori's didn't. Discussion about this.

6.0 - Old Business

- Email Transfers now working if anyone wants to send money this way
- Lynn Jacobson's Shower - Anne is planning a teacher shower and CVMS will donate \$50 from Grace & Courtesy for a gift

6.1 - Fundraising

6..1.1 - Gratitude Cards - on hold until next year

6.1.2 - Fundscrip - no new campaigns right now

6.1.3 - Tea Fundraiser - There was a meeting and things are going well. We have coordinators in place, except for a Volunteer Coordinator. Carmen put together a Tea Committee Email list. The next meeting will be April 2nd at 6:30 at Sarah's.

7.0 New Business -

7.1 - Our monthly meeting will change from April 16th to April 23rd because Allan Douglas will be there and can answer some questions about the program review.

- Program Review - Budget meeting - April 7th

- Review meeting - April 8th

7.1.2 Board Nominations: Rosanne will send out an email to the membership in April about accepting nominations for the following positions for next year: Vice-president, secretary, 6 directors-at-large. 3 of the directors will also do the following jobs: Inventory Controller, Shutterfly Liaison Coordinator, Grace & Courtesy Ambassador.

Adjourned: 9:18 p.m.