

Comox Valley Montessori Society Meeting Minutes – September 23, 2015

Present: Katie King, Carmen Constantine, Sarah Ritchie, Valerye Brenner, Sherry Turnbull, Trish McPhail, Michelle Burry, Amber Davidson, Christine Vanderee, Korina Rushton, Amelia Valmorbida, Sarah Countess, Jennifer Tomlinson

1. Meeting Call to Order – 7:30
2. Introductions
3. Adoption of Agenda – Sarah Ritchie Adopted, Carmen seconded
4. Review and Adoption of Minutes from June – Sarah Ritchie Adopted, Katie Seconded
5. Reports

5.1. Admin report – Principal Christine Vanderee

School District has made good on their promised funding for Montessori materials. There is \$2000/teacher to use to supply classes. Because of late start and confusion, a lot was not spent last year. This year, we hope to have 60% spent by Christmas. Also, a portion of the \$20000 is being allocated to aid with shipping/customs/exchange rates and fees.

Old inventory data is being asked to be shared to ease with the storage of materials between teachers. The Montessori materials are in need of organization and a better storage arrangement. The tea materials take up a lot of space and we are short on storage. It is being put to the CVMS to aid with this organization, specifically the matter or some glasses and vases that are being stored too high up and pose a safety hazard. Korina has offered to put together a team to deal with this matter, any volunteers are to approach her.

Christine mentioned that she is very excited to see the cohesion and better integration between the neighborhood programs and the Montessori.

It was asked that any recruitment of future Montessori students at the older levels be put on pause so that the teachers may be able to be a part of whatever is decided on as a system.

Babysitters for the joint PAC and CVMS meetings – it was decided on that the payment for the sitters who are present during the meetings would alternate between the PAC and the CVMS, and that the pay would be \$10/hour to split between the two girls. PAC was responsible for the payment for the September meeting.

5.2. President's Report – Sherry Turnbull

Sherry and Christine met over the summer and it was discussed that the CVMS is open to email the teachers, and to simply CC Christine to keep communication open.

Fundraising – Since CVMS and PAC have amalgamated all fundraising, see Tara (PAC fundraiser) except for matter pertaining to the Tea.

5.3. Vice President's Report – position vacant. Any interest or applications please direct to the CVMS board.

5.4. Treasurer's Report – Michelle Burry

Bank - \$36,365 – after payables (insurance and materials for new classroom) there will be approximately \$27000. Most of this will be held to outfit two more classroom as the program continues to grow.

Revenue – none yet

Expenses since June 1st - \$15550 (including \$14000 new classroom and \$1000 new insurance)

PAC owed the CVMS \$400, but it was moved by Michelle and seconded by Carmen that this be nulled.

5.5. Secretary Report – Katie King

The whereabouts of the second key to the mail box is unknown and it is put to all past members of the CVMS if anyone has any info about this that they let us know.

Doug Darby has offered to take over the website.

6. Old Business

6.1. Board Positions available – an email will be sent out to the membership letting them know of the need for a Marketing rep and a Vice President (and these can either be separate positions or someone could take over both combined).

6.2. Materials Lisa ordered – inventory lists

Lisa has the 2nd shipment of ordered materials and is needing help. Carmen has offered to assist and Sarah Ritchie has offered to take care of the spreadsheet.

Materials purchased by the school with school district funding is to be marked with a Q to be shared/borrowed by all teachers. It was requested that they also be marked Montessori for the CVMS to distinguish (Stephanie Custer will bring this up at the teacher' meeting and Sherry will bring this up with Christine).

7. New Business

7.1. Health and Safety inspection – project room/storage cupboard. As stated earlier, Korina will be spearheading a clean of this area.

7.2. CVMS & PAC fundraising Calendar – nothing so far.

7.3. Christmas Parade Nov 22nd – an email will be sent out to the membership to see if anyone wants to help out (and chair it).

7.4. Meetings – it was requested that we get a new sign that reads “PAC and CVMS Meeting”

7.5. Sarah Countess to accept the role of Member at Large

8. Adjourn at 8:17