

Comox Valley Montessori Society Meeting Minutes – September 21, 2016

Present: Sherry Turnbull, Tricia Dan, Amelia Valmorbida, Michelle Burry, Tammy Sawatsky, Mike Brown, Michelle Lawson, Catherine Munro, Christine VanderRee, Noah Burdett, Nicole Atkinson, Nicole Varcoe, Sarah Countess, Natasha Robson, Rosanne Gerritsen

1. Meeting Call to Order: 6:58 pm
2. Introduction
3. Adoption of Agenda – Tammy adopted, Sherry seconded
4. Reports
 - 4.1 Admin, Principal Christine VanderRee
 - 4.1.1 Ordering of materials was smoother this year
 - 4.1.2 \$5 daily planner refund due to error
 - 4.1.3 7 CVMS divisions are full, 165 Montessori students
 - 4.1.4 No current waitlists
 - 4.1.5 Higher new student enrollment in intermediate classes this year
 - 4.1.6 Big Picture – ensuring parents are receiving voice messages & emails from school
 - 4.1.7 Terry Fox Run – 28th volunteers needed at 12:30 for 1pm start
 - 4.1.8 Orange Shirt Day – 29th – children will receive a presentation on the importance of the shirts
 - 4.1.9 Homework group starting up for intermediate grades – 1 hour after school Mondays & Wednesdays – teacher will approach parent if he/she thinks there's a benefit
 - 4.1.10 Successful fire drill following false alarm the day before
 - 4.1.11 Earthquake & Lock Down Drills are coming
 - 4.1.12 Volunteer response has been tremendous when the asks are specific
5. Adoption of the Minutes from June 2016 – Sherry adopted, Natasha seconded
6. Reports
 - 4.2 President's Report – Sherry
 - 4.2.1 Hope to sneak another fundraiser in this year; explained to new members that we used to have just the annual High Tea, the amount it raised, why the funds are so important, lack of volunteers last year
 - 4.3 Vice President's Report – Natasha
 - 4.2.2 RibFest went well with a good turnout of volunteers given this was a last minute initiative
 - 4.2.3 Wants to start brainstorming ideas next month so we have more planning time to hopefully launch in January 2017
 - 4.4 Treasurer's Report – Michelle
 - 4.2.4 spoke to new members to give CVMS background, including start up was parent driven with parent fees/donations/fundraising requirements to fund everything; SD71 is in its 2nd year of funding \$20,000 to Montessori but is still the responsibility of CVMS to fund new classrooms at a cost of approximately \$15,000/room; broke down the role of Treasurer; explained when the fiscal year is, approximate annual costs to run the Society & what that entails
 - 4.2.5 RibFest WestJet Tickets – Thank you to Roseanne for the bulk of the organization; great volunteers; due to error of Rotary in allowing the Cadets on site also selling raffle tickets, they agreed to take a smaller portion of the shared profits, at 40%, equally approximately \$3000 to Rotary & \$4515 to CVMS; we sold 784 tickets (of 1500 available) in 21 hours; expenses were \$150 to print the tickets then the cost of the brochures which are allotted to overall expenses, since we use them at open houses, etc.

4.2.6 Insurance – cheapest policy costs \$1000. Insurance is necessary re: liability & Montessori materials. Discussed whether we wanted additional insurance to protect liability of Directors – Sherry reminded we need final ok from the school Principal for everything we do, therefore everything would fall under the school’s liability, not ours; Natasha will investigate to ensure this is accurate.

4.2.7 \$26,000 in the bank account

4.5 Secretary’s Report – Tammy

4.2.8 Few new Montessori families have emailed to join CVMS & be put on the mailing list

4.6 WestJet Fundraiser Report – Roseanne

4.2.9 Thanks to Sheila P. for tickets; will find out when we will have the tickets for the winner; with only 1 week to organize, learned much about the process & fairly straightforward so we can duplicate it; event/Rotary went smoothly; ideas to help for next time include: more time to prepare, longer sell time, Rotary offered to sell tickets online. Members agreed to store leftover materials in the Montessori cupboard.

7. Old Business

5.1 Wine Fundraiser – Sherry confirmed we cannot do this fundraiser

8. New Business

6.1 Questions from new members – are material orders placed online in USD or CDN funds? (Catherine advised teachers are encouraged to shop CDN whenever possible.) How far does \$15,000/classroom go? Do the teachers feel supported by the school? How much/year does SD71 provide? (\$20,000 + teachers) – discussion over what CVMS & parents used to have to do to provide funding for the program & what is required now. Does the CVMS have a Grace & Courtesy Board Member? – No (Tricia kindly volunteered, however doesn’t meet the bylaws’ requirement of being a member in good standing for 6 months, so for now will serve as “acting” Grace & Courtesy Director.)

6.2 Discussion about how we can actively promote CVMS to the community, with specifics around our program being a publicly funded program of choice in our district, vs the \$10,000/year private school that is the case in most other areas of the province. Vice President to investigate ideas/costs. Sherry reminded that all ads, etc. have to go through school administration for final approval.

6.3 Fall Meet & Greet with Montessori parents/staff – ideas for White Whale or potluck at a location TBD (preferably outside the school) – Sherry & Sarah C. to collaborate

9. Adjourn at 8:07pm