

New Westminster Montessori Board Meeting

May 25, 2016 (6:50 start)

Members in attendance: Natascha, Katherine, Claudine, Ross, Meagan, Kathy, Jo

I Approval of Agenda and Minutes

- 1) April meeting minutes approved by Meagan, seconded by Katherine
- 2) Agenda approved by Natasha, seconded by Claudine

II Guests

N/A

III Action items

- A) Meagan will set up Mail Chimp training for Katherine. Lia will set up the website and the Facebook page.
- B) One last newsletter will come out before the end of the year. Content focus will be on the Middle School Proposal. Student 'end of year reflections' will be dropped this year. Idea to collect comments from kids on Genius Hour or "I wonder" statements that could be put up on the website throughout the year.
- C) Natasha sent emails to 11 teachers to request purchasing list. The deadline was yesterday May 24th. Four teachers have responded with requests. Mrs. Ireland requested an extension until September as she will not know what she needs to set up her classroom until later. Teachers can wait to purchase items if they are okay to wait for the orders to be delivered. Natasha will send a reminder email to teachers to put in purchasing requests within the next 2 weeks. The NWMS has one more meeting before the summer; if requests are not received from teachers by then, purchasing will have to wait until September. For purchase requests that aren't obviously Montessori materials, teachers need to complete 'Purchasing' form to explain what the materials are for. Teachers are responsible for organizing their own shipping and deciding if they will do group organizing to save shipping costs. Natasha will send an email to remind teachers to do bulk ordering. Mr. Webber asked to combine their discretionary funds together with Mrs. Fox from 2015-2016 to hire a lifeguard for Grimston for a year end activity.
- D) Carnival will not be going ahead as no venues were available to book on weekends. Because of this, idea to talk to Mr. Webber and Mrs. Fox to see if the NWMS could be involved in the year-end activity.
- E) Parent information night Monday May 30th, from 6:30-7:30. Posters have been made. Ross has emailed Belinda to ask her to send out the information to Montessori parents. Two articles have been sent out to promote the evening. They have been shared on social media and were well received. The NWMS will arrive at 6:00 to set up in Ms Fox's room to hold the meeting and Mr Weber's room for daycare. We have Ms Fox and Ms Wong as teacher

rep's to speak. We have one parent and one student from Coquitlam Montessori. Letter of interests have been printed up for parents to fill in. We need to get parents who have children who will be middle school age in 2017-2018 to express interest.

IV Agenda Topic

- 1) Treasurer report – Satinder absent
 - a. Discussion about changing banks from HSBC to another
- 2) Purchasers report
 - a. See above
- 3) Fundraising
 - a. Carnival will not happen this year as no venue available
 - b. Fall festival could possibly go ahead at Connaught in the fall. PAC meeting will happen at Connaught in June. At that point we can move ahead to the idea to possibly do a fall festival. It could be done together with the PAC or done by the Society but will be open to everyone.

V New Items

- 1) Paper racks are available from a business closing down in New West. Ms Kim is interested and will coordinate pick-up.
- 2) RED Academy is planning to develop our website. They will use WordPress and the site will update itself. The site will have a dedicated space to focus of marketing and collecting online donations. Possible companies for collecting donations include: We Pay, Pay Pal and Stripe. Before RED Academy proceeds, they need to collect information on what the Society does and what the goals are, and who the audience is. They want to talk to the teachers as well. Ross will complete the initial form for Red Academy.
- 3) Ross contacted Kelly Slade Kerr to ask if she could attend the information evening. She will be our SD40 liaison but regrets she will not be at the meeting.

Meeting adjourned at 8:20