

## **New Westminster Montessori Board Meeting**

### **Zoom Meeting September 30<sup>th</sup> 2020 (7:00pm start)**

Members in attendance: Joanna Jackson-Farley  
Jo Luk  
Rafael Tejada  
Monica Ong  
Colleen Jeffery

- **Approval of Agenda and Minutes for February 2020.**  
Joanna approves, Colleen seconds minutes. Rafael approves, Jo seconds agenda.
- **Montessori Society Meetings**
  - Meeting agreed that we will use Zoom going forward.
  - Account will be set up under the Montessori Society email.
  - Colleen and Joanna to investigate Zoom licences further to ensure we get correct one.
  - Dates for the school year have been set and are as follows: 4th November , 2<sup>nd</sup> December (Purchasing review), 3 February 2021 (AGM), 7<sup>th</sup> April 2021 and 2<sup>nd</sup> June 2021.
- **Newsletter**
  - The newsletter is ready and will welcome new families, inviting volunteers for positions available in the NWMS. We will be sending out paper copies to each student via the teachers as well as emails.
  - Meeting dates have been set and will be added.
- **Donation letter**
  - Options to donate will include Paypal, United Way or cheques.
  - Donation Letter will be sent out with the Newsletter once it has been approved by School Board.
- **Purchasing Policy**
  - Meeting agreed the deadline to be extended to 13<sup>th</sup> November.
  - Some teachers have requested that the purchasing be more flexible this year due to Covid affecting the set-up of classrooms and the extra costs involved. The Board members agreed that the teachers will need to continue to abide by the current purchasing policy.
  - The amount will remain as \$800 per teacher for the 2020/2021 school year.

- **Reports**

- **Treasurer report**

- Last deposit in September 2019.

- **Purchaser report**

- Monica will draw the teacher letter up and send out next week.
    - The Society will meet on 25<sup>th</sup> November to go over purchase requests and confirm back to teachers in early December. Teachers will have until June 2021 to spend the funds.

- **Mail report**

- There has been no mail.

**Next Meeting: Wednesday November 4th 2020 at 6:30pm.**