



Richmond Association for Montessori Meeting Minutes

Date | time May 31, 2018 | 7:04PM
Location James McKinney Elementary School
Meeting called to order by Danny Yee

In Attendance

Danny Yee (Chair), Rachelle Barretto (Secretary), Kanny Chow (Treasurer), Jacqueline Ip (Vice Chair and Social Media), Faye Huang (Webmaster), Rika Motohashi (Fundraising), Tina Lau (Fundraising), Justine Ross (Steves PAC liaison), Jody Natsuhara (Steves parent), Angie Wilson (Steves parent), Angelin Samra (Garden City staff).

School Administrators

Ms. Susan Roy, Principal, James McKinney Elementary School
Mr. Harley Rollins, Vice Principal, James McKinney Elementary School

Approval of Minutes

MOTION: To approve the minutes from February 21, 2018 Meeting. Moved by Danny Yee, seconded by Angie Wilson, motion carried.

Welcome and Introductions

The board, administrators, and guests introduced themselves.

Principal's Report

Principal Susay Roy presented her report on behalf of the Administrators

- In May, elementary schools had track and field meets
- Welcome to Kindergarten events
 - McKinney has 50 Kindergarten students for the next year
 - Garden City will be getting a new Kindergarten Montessori classroom for next year
 - Steves losing a neighbourhood class due to low neighbourhood Kindergarten numbers
- Sports Day events coming up in June
- Monitoring of budgets and RAM budgets in anticipation of next year
- Pro-D day in June for teacher education on how to utilize new Outdoor Learning Centre at McKinney

Treasurer Report

- Refer to financial handout provided at meeting
- Not a lot of changes from previous meeting

MOTION: To approve the financials. Moved by Danny Yee, seconded by Justine Ross, motion carried.

Open Issues and New Business

MOTION: To approve to move forward \$1000 per school (total \$3000) from 2017-2018 Bursary budget line to 2018-2019 budget to fund Montessori Coaches Training. Moved by Jacqueline Ip, seconded by Danny Yee, motion carried.

- Jacqueline Ip had spoken with Susan Roy and Kirsty Gourlay and have put forward Montessori Coaches Training (Vancouver, BC)
 - Date: 2-Day course in Oct 17-18, 2018
 - Cost: \$350 plus 2 TOCs (around \$1000 per teacher)
 - Criteria: 1 teacher per school
 - Someone who has shown leadership/mentorship previously
- There are interests from all three schools
- Administrators to let teachers know about opportunity

MOTION: To approve to expand RAM expenditure definition and guidelines to include movable furnishings (shelves, tables, and chairs). Moved by Jacqueline Ip, seconded by Kanny Chow, motion carried.

- May expand guidelines to technology down the road, however, declined to include in this motion at this time
 - Allan Chuck had suggested that council look into Montessori software and/or applications to be purchased for computer lab (Feb 2018 RAM Meeting)
 - Don Dixon had in the Steves wishlist for Apple TV to enable teachers and students to present material at their classrooms easily

MOTION: To approve to remaining 2017-2018 amount (\$2400 from bursary + residuals = \$7000 total) to help purchase chairs or other furnishings and allow schools until October 1, 2018 to spend their \$5000 2017-2018 budget (will reset afterwards). Moved by Danny Yee, seconded by Faye, motion carried.

- Jacqueline Ip and Susay Roy presented wobble stools for disruptive learning strategy
 - Gives children different options (like wiggle cushions, kneeling, standing):
 - Cannister style (Alphabet MOV Stool) - currently used and has been successful at Grauer and Richmond Public Library Brighthouse Branch
 - BOGO Half Price Event (until June 15) - \$160 per stool x 21 classrooms
 - 2 each class = around \$7000

- Angelin Samra has raised a question regarding shelving need specific to Montessori to display materials, as well another kindergarten classroom requesting new tables
 - Jonti Craft has several options (based in USA)
 - Susan Roy to reach out to other Montessori schools regarding which classrooms need what kind of shelves
 - School District Purchasing Department to assess if something similar is available for bulk purchase in Canada
- **Deadline June 8** - Each Montessori division teacher to decide if they wish to forego the approved 2 MOV Stools for added budgeting to movable storage. If no objections, 2 MOV Stools will be purchased (subject to availability from supplier).

MOTION: To approve for approximately \$30,000 in contingency fund to go into a short-term GIC account. Moved by Danny Yee, seconded by Justine Ross, motion carried.

MOTION: To approve to plan for offering Post-secondary Scholarship to previous Montessori students. Moved by Danny Yee, seconded by Rika Motohashi, motion carried.

- During initial investigation by Danny Yee, this should be a relatively easy process

MOTION: To approve to expand social media presence. Moved by Jacqueline Ip, seconded by Danny Yee, motion carried.

- Website and Facebook do not seem to be enough to disseminate information to Montessori parents
- WeChat and Facebook groups to be started by Jacqueline Ip
 - Option to sign up will be presented through website, Facebook, newsletters, and meeting minutes
 - Purpose and Code of Conduct to be drafted and will be clear when joining groups
- Rika Motohashi to look into MailChimp to start email subscription service
 - Appropriate consent wording to be determined
 - Consent and option to sign up will be presented through donation form at the beginning of next school year

Danny Yee dissolved the current RAM executives and a call for nominations resulted in the following executives nominated and elected for the 2018-2019 school year:

- Chair: Danny Yee
- Vice Chair: Jacqueline Ip
- Treasurer: Kanny Chow (last year)
- Secretary: Rachelle Barretto
- Social Media: Jacqueline Ip
- Webmaster: Faye Huang
- Steves Fundraising Committee: Rika Motohashi
- Steves PAC Liaison: Justine Ross

Tina Lau has submitted resignation as Fundraiser for RAM, however, willing to continue helping out.

A call for nominations will be made at the next RAM meeting to fill the following RAM positions:

- Treasurer-in-Transition
- Garden City Fundraising Committee
- McKinney Fundraising Committee
- Garden City PAC Liaison
- McKinney PAC Liaison

Jacqueline Ip showcased an example of Junior Great Books reading sets that McKinney and Garden City use

- There are Teacher and Student sets
- Consideration for future RAM bulk purchase, as it is ideal to purchase sets at a time
- Each school can also purchase with Montessori material funding budget
- Tabled until next meeting

It had been suggested that council create Montessori promotional material or guide for parents who are thinking of sending their child to Montessori (Feb 2018 RAM Meeting). Susan Roy suggested that for this type of material, RAM should coordinate with School District. Jacqueline Ip suggested a Montessori Math Night as additional strategy to reach out to new and existing Montessori parents.

- Tabled until next meeting

Don Dixon had suggested looking for a speaker who could talk about stress and anxiety (Feb 2018 RAM Meeting). Susan Roy suggested that this discussion should be district-wide.

Rika Motohashi will look into Vancouver Art Gallery Montessori-gearred workshops/field trip for next year

- Tabled until next meeting

It was discussed if we could provide the schools with Montessori catalogues so they can create a wishlist (February 2018 RAM Meeting). Plan for administrators to ask Montessori teachers for their wishlist during each school's first Montessori meeting. This information would be used by RAM to determine how much fundraising is required for the school year.

- Tabled until next meeting

April Tanzler had suggested that the RAM Executive needs to look at revising the mandate of RAM given the new changes over the last few years (October 2017 RAM Meeting)

- Tabled until next meeting

Rachelle Barretto to file online annual report with BC Societies after AGM

Next Meeting

To be confirmed - possibly in September at Garden City Elementary School
Motion to adjourn was made at 9:11PM and was passed unanimously