



## Association for Montessori Meeting Minutes

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*Date | January 18 | 7:08PM*

*Location Zoom- Steves Elementary*

*Meeting called to order by Jacqueline Ip*

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### In Attendance

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Jacqueline Ip (Chair, McKinney parent), Daphne Yen (Treasurer, Steves parent), Aliaa Elkhashab (Secretary, Steves parent), Winnie Ng (Fundraising, Steves parent), Ivy Ho (McKinney RAM-PAC Liaison, McKinney parent), Rika Motohashi (Member at Large, Steves parent), Wincy Ranson (Steves parent), David Tong (Steves parent), Stanley Meng (Garden City parent), Jack Guo (Garden City parent), Bianca Fary (Steves parent) and Jaimee Manlutac.

### School Administrators

Mr. Fitt, Principal, Steves Elementary.

Welcome and chair introduces RAM members

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### Principal's Report

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Mr. Fitt attended on behalf of 3 Montessori Schools and reported the following:

- In the last Montessori Admin meeting, we discussed getting a virtual speaker to host a parent education night. The educational night will focus on the Montessori Philosophy and how it fits into the BC curriculum/ public school.
  - A district Montessori Coordinator from Coquitlam was selected for presenting.
  - There is real interest, especially after the Montessori teacher Association parent night in October.
  - Mr. Fitt is tasked with organizing it.
  - The virtual meeting is hopeful for before the spring break. Richmond Montessori teachers are also invited to attend in case they want to add anything that is specific to the Richmond Montessori Program of the three schools.
- Montessori schools were busy getting the classrooms prepared 'a Montessori learning environment'.
- Jacqueline inquired if the district parent night will also be the same parent night that RAM was planning to host this year.



## Association for Montessori Meeting Minutes

- Mr. Fitt: I think there is a real appetite for an overview of the Montessori Philosophy so we will use the district webinar for parents' education night.
- Jacqueline mentioned that January 22<sup>nd</sup> at 4:00 pm is the cut-off time for the Montessori program application this year. February 7<sup>th</sup> is when notification will go out offering placement for students joining the program.
- Ivy inquired regarding the impact of doing many safety precautions with the Montessori program since it's a hands-on program. Do you see any struggles that the program needs to adapt to meet those requirements?
  - Mr. Fitt: the system has adapted well to the protocols. We have extra cleaning staff so frequently touched surfaces are getting extra cleaning. Teachers have taken on cleaning in-class materials. The most important thing is the hand hygiene.

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### Approval of Minutes from Last Meeting

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Last meeting's minutes will be circulated next meeting for approval.

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### Adoption of Agenda

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Agenda circulated through Zoom chat and accepted.

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### RAM Reports

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#### Chair Report

- Housekeeping items.
- Introducing RAM and its role including raising additional funds for Montessori centric materials and providing subsidies for teachers' collaboration and training.
- Jacqueline asked Mr. Fitt to confirm with the other 2 schools on the \$3,000 school invoice for RAM fundings.

#### Treasurer Report

- Daphne reviewed financial reports.
- Total Operating Income: \$11k.
- Balance Sheet Total Assets \$51K.
- Operating Budget 11K



## Association for Montessori Meeting Minutes

Jacqueline:

- Prior to COVID our budgeted income was 12k to 15K, however, it has decreased as a result of the pandemic. Thanks for parents' contribution in membership and donations!

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### Open Issues and New Business

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#### Communication Channels

- RAM has a twitter account now 'RMD\_Montessori'. We use it to send notices, newsletter, fundraising events. If there is any other feedback or suggestions on how to reach out to our families, we are happy to hear from you!
- In preparing for the March newsletter, Jacqueline asked Mr. Fitt and Admin to share photos or description of how RAM funding has been spent. Being away from the classroom, the parent community appreciates such insights.

#### Call for Volunteers

- A serious call out for volunteer for two positions:
  - Chair
  - Treasurer
- There are two more meetings, and the 3<sup>rd</sup> is the AGM in which the old committee retires, and a new committee is elected. Accordingly, it is beneficial for a lead-time on any potential interest.
- The past agenda included duties of the executive members.
  - Treasurer: ideally someone interested in numbers.
- Please e-mail if you have any questions or interest in any of the positions at 'Info@richmondmontessori.ca'

#### Fundraising

- The mask fundraising was successful. Thanks for everyone's contribution. We have around 17 kids' boxes left.
- Winnie to send an update regarding our Waffles fundraising event.
- Another ongoing fundraising campaign is Mabel's Labels. 20% of the return goes to RAM. Make sure to click sponsor a group and search for "Richmond Montessori". It would be greatly beneficial if you can share it with your network. [Mabel's Labels](#). This is an ongoing fundraiser.
- FlipGive is a click through website or App. It works for both directly purchased merchandise or gift cards. It's an ongoing campaign. Join our team on [FlipGive](#)! Or download the app and enter code: YQDJ7F. This is an ongoing fundraiser.



## Association for Montessori Meeting Minutes

### Bursaries

- Reminder: Teachers' Bursary applications are now available. Three more meetings of which we will review any bursary applications before the AGM.
- Teachers can download the updated version of Bursaries on RAM website and submit it electronically.

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### Next Meeting

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Motion to adjourn was made at 7:58PM and was passed unanimously.