



Richmond Association for Montessori Meeting Minutes

Date February 27, 2024 | 7:05PM

Location Zoom- Steves

Meeting called to order by Jacqueline Ip

In Attendance

Jacqueline Ip (Chair, McKinney parent), Ivy Ho (Co-Chair, McKinney parent), Aliaa Elkhashab (Secretary, Steves parent), Fiona Yuen (Member at Large, Steves parent), Deborah Sze (Steves RAM-PAC Liaison, Steves parent), Teresa (Steves parent), Jacob Lukas (Garden City parent), and Yang Liu (Steves parent).

School Administrators

Ms Corneil, Principal, Manoah Steves School.

Adoption of Agenda

Agenda circulated through Zoom chat and accepted.

Principal's Report

Ms. Corneil attended on behalf of 3 Montessori Schools and reported the following:

- The district recognizes the importance of having a teacher consultant on-broad for the Montessori program. Accordingly, the Montessori teachers will have representation, to guide teachers on what needs to be done and assist with classroom materials.
- The district looked at different hiring practices when it comes to the Montessori program to ensure we have teachers who can fill the spaces when other teachers retire.
- Montessori materials are not finalized yet.
 - Jacqueline mentioned that the physical year ends August 31st, so June would be ideal for receiving the purchasing request up to \$3000 CAD per school subsidy.

Approval of Minutes from Last Meeting

Last meeting's minutes to be circulated during the next RAM meeting.



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RAM Reports

Chair Report

- Welcomed everyone to the meeting.
- Chair introduced RAM - Richmond Association for Montessori
 - Run by volunteer parents group whose children attend the Montessori program in one of the 3 Montessori Schools.
 - RAM is funded by Membership and Donations from families whose kids attend the Montessori program. Funds are used to support the classroom materials and furniture, teacher training and education, Montessori parent night, and students' scholarship etc.

Treasurer Report and Budget Discussion

- Jacqueline presented the financial reports.
- Total Operating Income: \$4k.
- Balance Sheet Total Assets \$50K.

Open Issues and New Business

RAM Executives

- Succession planning: Looking for volunteers to fill/ shadow various Executive team roles including: Chair, Treasurer, Secretary, Fundraising team, Webmaster/ Social Media and Member At Large. There are also smaller roles, regarding helping out in case of bigger events.

Fundraising

- Yum Ice fundraiser was a success! RAM proceeds were \$651.64.
 - A possible repeat in the next school year - easy to repeat.
- Silly Lily's Pencil: Personalised pencil order; student entrepreneur. It's shipped from Kelowna. 20% commission to RAM. Planned to be rolled out before June.
- An 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.



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- 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.
- TruEarth laundry strips and accessories where RAM gets 20% of sales. Free shipping.

Membership Annual Dues and Cash Drive

- Currently, Membership fees and Donations total \$4355; amount has drastically decreased compared to previous years.
- Discussed ways to increase RAM awareness; communicating with Families electronically vs Welcome Package (printed package).
- Currently we are using EventBrite for payment; would like assistance testing a new platform, Zeffy. It's for non-profit organizations; they take credit cards and don't charge fees. Will hopefully have opportunity to explore and test before the new school year.

Gift Certificate

- Early bird draw for members paid before December 31st goes to Sze (S) family. Certificate amount \$50.

Bursaries

- No Bursary applications received from Montessori teachers.

Next Meeting

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