

Montessori Children's School Board Regular Meeting Minutes

September, 2011

1. Attendance:
 - In attendance were Kim Livingston, Scott Wilcox, Jessica Barroso, Pinky Singh, Bobbi Holland, Sam Kaufman and Nikki Roberts. Apologies received from Brian Barroso, Melissa Trader and Barry Gibson.
 - The meeting was called to order at 8.30am.
2. Approval of Agenda – Sam Kaufman motioned to approve the Agenda with no change, Bobbi Holland seconded the motion.
3. Approval of August 2011 Minutes – Sam Kaufman motioned to approve the previous Minutes, Bobbi Holland seconded the motion.
4. Financials – in the absence of Brain Barroso, the Financials were presented by Kim Livingston. The Financials were discussed and there were no issues.
5. President's Report – Corporation Meeting Agenda – the Agenda was presented by Pinky Singh. Items of note were; the immediate need to recruit a PR Chairperson, the request for additional interested parents to join the Planning and Development Committee, and the Enrichment programme questionnaire. Scott Wilcox motioned to approve the Corporation Meeting Agenda, Bobbi Holland seconded the motion.
6. Head of School Report.
 - Kim Livingston proposed moving the date of the school Welcome Picnic and Potluck to Thursday 6th October at 5.30pm to avoid the Jewish Holiday. The Board unanimously approved this proposal.
 - Kim Livingston stated that MCS aims to ensure that Teaching Staff receive bi-annual (AMS) Montessori Training as ongoing professional development. To that end, Kim requested that \$15K be marked within the Budget for professional development. This will allow the Directresses to attend the AMS Conference in San Francisco in March 2012 and the Classroom Assistants the Montessori Conference in Miami, October 15th 2011. Pinky Singh motioned to approve this request, Bobbi Holland seconded the motion.
 - Kim is in the process of hiring staff for the positions of Classroom Assistant for the part-time pre-Primary classroom, a further Aftercare Assistant and a Pre-Primary Aftercare assistant.

At this point in the meeting Sam Kaufman and Jessica Barroso left the meeting and the Board Meeting continued in discussion form only as there were less than 5 Board Members present.

7. Committees.
 - House and Grounds – Scott Wilcox reported a positive response from parents coming forward to help with the House and Grounds tasks. The Pottery Station is still to be installed. Kim Livingston will now, with the assistance of Scott Wilcox, collate bids for the renewal of the AC units within the school campus. Scott Wilcox will produce a task list sign-up sheet for the Corporation Meeting which will detail all the tasks that need to be completed on an ongoing basis. The sheet will be pinned up outside the school office.
 - Planning and Development – the next Planning and Development meeting is to

be held 3pm, 21st September.

- Enrichment – Scott Wilcox reported that it has been hard to find people to provide classes at a reasonable rate. Options for enrichment will be discussed at the Corporation Meeting.
- Fundraising – The Fundraising Committee meeting was well attended by enthusiastic parents. The Bottlecap function was discussed. Melissa Trader and Nikki Roberts will meet with Kim Livingston before the next Fundraising meeting to identify when the school would like to use it's 3 liquor licences.
- Hospitality – Jessica Barroso has volunteered to be the Hospitality Chairperson.

8. Old Business – Website – The Website will be proofed over the weekend and the intention is to launch it on Thursday, September 18th.

9. There was no new business.

10. The meeting was adjourned.