

Western Communities Montessori Society
Board of Directors Meeting Agenda
board@west-mont.ca

DATE: February 18, 2010 meeting, Redwood Room, 7:00 pm

Draft__x_ Final__

ITEM DISCUSSION

ACTION

1. CALL TO ORDER:

Paul

(Floor opportunity to ask about Agenda or discussion of submission prior to meeting, via s.2.6.d.
Any item requiring a decision from the Board will be moved to New Business so the Floor can contribute)

2. ADOPTION OF AGENDA: Changes and additions?

Paul

3. ADOPTION OF PREVIOUS MINUTES: (January 21, 2010)

Paul

4. OLD BUSINESS:

- | | |
|---|-----------|
| 1. Appointment of new directors/orientation | Paul |
| 2. Website testimonials follow-up | Bruce/Arv |
| 3. School jackets, hats, uniforms update | Arv/Bruce |
| 4. WMS Anniversary/History Project update | Liz |
| 5. Babysitting for Board meetings follow-up | Bruce |
| 6. Muse Distribution box at WMS update | Bruce |

5. WCMS REPORTS:

*(If anything new comes up during Reports which needs to be decided, it then moves to the New Business part of meeting for discussion (including floor members) and a vote).

a. Principal's Report:

Bruce

1. Enrolment: 139

2. Building and Grounds

- Lights for Parking Lot
- Signage
- Gutters
- Railing for Stairs
- Sand for School Field

3. Open House – Holly Arntzen concert

- Attendance: 74 families
- Advertising
- School Prep
- Presentation

4. Marketing Committee Up-Date

5. PAC Up-Date

6. Professional Development Montessori Training

7. Education Night – Feb. 9

8. Montessori Training update

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9. Request for continuation of association with Canadian Federation of Independent Businessmen

- b. Treasurer:** Charlene/Barb
- i. Follow-up discussion re. online WMS donation button re. www.CanadaHelps.org
 - ii. 2010-11 Fees-setting discussion (review of proposed budget scenarios for various projected enrollment levels)
- c. Communications:** Shannon
- i. Muse items deadline: Wed. March 10, 2010, for April 1
 - ii. Request for consistent use of relevant email subject lines
 - iii. Updated Board Member Contact list to January 2010; and hall board
- d. Marketing:** Andy/Bruce
- i. Update from last meeting – see Principal’s report section
 - ii. Bus Purchase or Lease research – report attached
Andy
- e. Policy and Strategic Planning:**
- i. **Presentation: Draft: West-Mont Montessori Strategic Survey 2010** Arv/M-T/Teresa
 - ii. Update on conversion of Strategic Plan 2000 .pdf file to Word M-T/Rebecca
- f. Site:** Paul/Bruce
- i. See topics in Principal’s report, above
 - ii. Storage room for gym
Paul
- g. Capital Project: New Main School Building** Bruce/Paul/Deb
- i. Cost estimate to replace: \$3,300,000.00 (based on present main building being 11,000 square feet and an estimated cost of \$300 per sq/ft to build new).
 - ii. Board Letter to families – update; and request for input; experience; knowledge

6. NEW BUSINESS: (Floor has 4 min./person to participate in discussions re. items requiring a vote)

- 1. WCMS Bylaw update project (update for AGM) Paul
 - i. Bylaws – update on formatting conversion from .pdf files to Word - Rebecca
 - ii. PAC legal documentation - Paul

7. BUSINESS FROM FLOOR:

8. IN CAMERA: Start time: Paul

9. ADJOURNED:

10. NEXT MEETING: Thursday, March 25, 2010 7:00 pm in Redwood classroom

Agenda items and reports due to Shannon Tait, Secretary, by **Tuesday, March 16:**
board@west-mont.ca or spw_tait@shaw.ca

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February 2010 WCMS Board - Marketing Report re: bus purchase or lease

1. Purchasing a used bus runs around \$7000.00 to \$9000.00 depending on the mileage. This would be a 20 passenger tour style bus.
2. I spoke to Mike Barnett owner of Playland Daycare Center in Sooke. He owns 2 busses that used to be run by Spectrum School:
 1. a 20-passenger
 2. a back-up bus that can seat 15 passengers
3. He bought it used for \$ 5000.00 and is quite pleased with it. It needs to be certified every 6 months and repairs and maintenance run about \$2000.00 - \$3000.00 per year.
4. He needs the second bus in case the first one breaks down.
5. Insurance is about \$2000.00 per year and includes \$10,000,000.00 in liability.
6. The Internet proved to be fruitless although there are school busses to be had from www.nwbus.com and in Langley there is a depot that sells used school busses. Both places, the prices ran from \$5000.00 to \$9000.00 depending on the mileage.
7. Mike said you need a class 4 license but not air brakes for the busses he has.
8. Bus drivers start at around \$16.50 an hour up to \$22.00 including benefits.
9. We would need two drivers as well.
10. As far as field trips are concerned it may very well be a good idea to consider getting one of these busses that Playland has.
11. I fired off an e-mail to Wilson Transport and I am waiting to hear about their leasing terms at the time of this report

Submitted by Andy Carrier, Director, WCMS
February 9, 2010