Annual General Meeting of the Board of Directors

Of

Montessori Education Preschool & ECS Institute of Alberta

The Annual Meeting of the board was held on

August 30, 2024 at #3 Windsor Crescent S.W. Calgary Alberta T2V-1V4

Members of the Board Present:

Garth Petts	President
Donna Toews	Secretary Treasurer/Executive Director
Samara Allen	Board Chair

Other Members Present:

Dorota Cieplak	Britannia Montessori
Sharron Foster	Carousel Montessori
Margaret Chaput	Bonavista Montessori
Minaz Bharwani	Michael's Montessori
Desirie Biag	Alpine Montessori
Mandeep Aulakh	Ranchlands Montessori
Nichole Langlois	ECS/IPP Coordinator
John Samaska	Financial Operations
Muriel Samaska	HR Administration

1. The meeting was called to order at 12:00pm. It was determined that a quorum was present, and the meeting could conduct business.
2. The Secretary Treasurer determined and reported that notice of the meeting had been properly given or waived by the directors.
3. There was presented at the meeting, a copy of the minutes of the previous meeting of the board.
4. It was resolved that the following persons are to serve as officers of the corporation until the next board of directors meeting.

Garth Petts	President
Donna Toews	Secretary Treasurer
Samara Allen	Chair

5. It was resolved that the annual salaries of the following officers and senior Management were fixed at the following rates:

$ 35,000.00	Donna Toews	Secretary Treasurer
$ 28,000.00	John Samaska	Financial Operations
$ 16,000.00	Muriel Samaska	HR Administration

6. The Treasurer presented the Year end financials of the corporation which stated at Year End 2023

A) Salaries, Wages and Benefits totaled:	$ 1,208,886.00
B) Specialists Contracts totaled:	$ 29,628.71
C) Other Services Contracts and Supplies Totaled:	$ 182,524.55
D) Plant Operations & Maintenance Totaled:	$ 83,448.00
E) Parent Provided Transportation:	$ 69,597.00
F) Amortization totaled:	$ 20.294.74
Total Expenses:	$1,594,379.00
Total Surplus (Deficit):	$ 4,607.00
Deficit 2023	$ 43,366.00
Total Deficit at 2024 Year End	($,18,464.00)

It is noted that the deficit from this year end has utilised all surplus funds from prior years. The statement of cash flows has indicated a deficit beginning the 2024-2025 year.

7. The AFS statements and Budget Report will be submitted to Bin Zhao CPA for Audit and submission to Alberta Education. A review of the finalised AFS and management letter will be presented at a subsequent meeting.

8. The following other business was transacted:

- Curriculum Review:
  A review of the kindergarten outcomes and program of studies was discussed. Long range Kindergarten plans for each school site reviewed along with any recommendations from the board. A follow up to amendments to long range, mid-term and daily lessons to be reviewed at the beginning of the school year to ensure connections with the current program of studies. Science and Mathematics have been finalized by ABED and Social Studies is currently under review.
- Guiding principles connections in pre-school programming. As this is an ongoing area of review. Follow up discussions about connecting guiding principles from IPP's for EIS children directly into daily/weekly program planning and EA's/ECE's able to connect more clearly when being guided by certificated teachers and specialists. It should be noted that this discussion has been included as an area of improvement in a prior meeting. The board will review and follow up on daily/weekly program planning for EIS/Preschool children at subsequent meetings for the new school year in 2024-2025.
- Annual review of policies and procedures has been completed. Key updates shared.
- Important dates reviewed.
- Calendars for the school year and finalized PD & important dates shared for 2024-2025.
- New Alberta curriculum can be viewed online, along with familiarizing with the new site layout to access required information.
  New LearnAlberta | Alberta's K–6 Curriculum
- EIS Team changes for 2024-2025 discussed. Ms. Maria will be moving on and the program has hired Hunter Torgenson as our new Behavioral Therapist. Hunter is currently onboarding with the EIS team and preparing for the 2024-2025 caseload.

9. The directors ratified and approved all documents presented

There was no further business. It was resolved that all the items and documents have been examined, and were approved.

There being no further business, the meeting was adjourned at 3:30pm.
Dated: August 30, 2024.

Secretary Treasurer_____ Printed Name Donna Toews

Witness__Sharron Foster Printed Name Sharron Foster