Meeting of the Board of Directors

Of

Montessori Education Preschool & ECS Institute of Alberta

The Meeting of the board was held on

May 22nd, 2025 at #3 Windsor Crescent S.W. Calgary Alberta T2V-1V4

Officers of the Board Present:

Garth Petts	President
Donna Toews	Secretary Treasurer
Samara Allen	Board Chair

Other Board Members Present:

Dorota Cieplak	Britannia Montessori
Sharron Foster	Carousel Montessori
Margaret Chaput	Bonavista Montessori
Minaz Bharwani	Michael's Montessori
Deserie Biag	Alpine Montessori
Mandeep Aulakh	Ranchlands Montessori

Employees Present:

Donna Toews	Executive Director
Nichole Langlois	ECS Coordinator
John Samaska	Financial Operations
Muriel Samaska	HR Administration
Melissa Kraemer	Kindergarten Teacher

1. The meeting was called to order at 6:00pm. 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. Student observations are beginning to take place in kindergarten classrooms. These are observations completed by potential schools for children attending grade one in their community schools. These observations are being scheduled and assisted by Nichole. All teachers and staff are being notified of

these visitors being present in the classrooms.

5. Graduation dates have been set. Preparations are in progress. Maggie has offered to gather volunteers and support for food, decorations and preparation for the graduations ceremonies to assist teachers and families.

6. Kindergarten teachers and centre directors have submitted requested dates for Open Houses for the programs. A list of potential dates and times have been submitted to Donna for review and approval. Nichole will assist teachers and directors in the logistic set-up and presentation of these Open Houses at each location.

7. The directors ratified and approved all documents presented.

8. Website and advertising ideas have been submitted to Donna for review and consideration. Adjustments to the website information, as well as, arranging external advertising for programs within the communities has been requested. Donna is to review these requests and review the budget in regards to advertising.

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 7:00pm.
Dated: May 22nd, 2025

Secretary Treasurer_____ Printed Name Donna Toews

Witness__Nichole Langlois_____Printed Name Nichole Langlois