

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 29th, 2025 at #3 Windsor Crescent S.W. Calgary Alberta T2V-1V4

Officers of the Board Present:

Garth Petts	President
	Secretary Treasurer
Samara Allen	Board Chair

Other Board Members Present:

Leslie Fuertes	Britannia Montessori
Sharron Foster	Carousel Montessori
Margaret Chaput	Bonavista Montessori
Minaz Bharwani	Michael's Montessori
Deseirie Biag	Alpine Montessori
Mandeep Aulakh	Ranchlands Montessori

Employees Present:

Donna Toews	School Administrator/Executive Director
Nichole Langlois	ECS Coordinator
Mureil Samaska	Human Resources
John Samaska	Financial Operations

1. The meeting was called to order at 2:00pm. It was determined that a quorum was present, and the meeting could conduct business.
2. It was 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
Dorota Cieplak	Secretary Treasurer
Samara Allan	Chair

5. It was resolved that the officers and members of the board have waived any honorarium for serving as members of the board:
6. It was resolved that senior Managers will earn the following Salary for the 2025- 2026 Year.

\$ 35,000.00	Donna Toews	Executive Director
\$ 28,000.00	John Samaska	Financial Operations
\$ 16,000.00	Muriel Samaska	Human resources

7. The Treasurer presented a preliminary Summary of the Year end financials of the corporation which stated at Year End 2025

A) Salaries, Wages and Benefits totaled:	\$ 1,012,569.18
B) Specialists Contracts totaled:	\$ 24,355.74
C) Other Services Contracts and Supplies Totaled:	\$ 256,486.04
D) Plant Operations & Maintenance Totaled:	\$ 90,549.98
E) Parent Provided and FOPS Transportation:	\$ 0
F) Amortization totaled:	<u>\$ 20,294.74</u>
Total Expenses:	\$1,404,255.68
Total Surplus (Deficit):	\$128,588.15

It is noted that the deficit from the last year end has now been eliminated. The statement of cash flows has indicated a Surplus beginning the 2025-2026 year. It is noted that the book keeper has provided these figures as preliminary as she has not quite finished year end reconciliations. The final figures will be presented to the board in September or October.

8. The board has approved the budget for the 2025-2026 year.
9. 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.
10. The following other business was transacted:
 - A discussion of Board training availability has ensued and encouraged as both refreshers and ongoing strengthening of the board is discussed
 - A review of the Society's Bylaws and financial operations and governance policies
 - Discussion of meeting to review the school's policies and procedures as well as parent handbooks
11. 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 4:00pm.

Dated: August 29th, 2025

Secretary Treasurer 

Printed Name Dorota Cieplak

Witness *Nichole Langlois*

Printed Name Nichole Langlois