

## Wyoming Valley Montessori School Board Meeting

May 11, 2016

Members in Attendance: Monica Han, Adrienne Asbury, Joe Werner, Dennis Puhalla, Jennifer Thomas, Wesley Woo, Alicia Nordstrom, Ed Hennigan

Absent Members: Kim McNulty, Heather Critchisin, Matt Rogers, Tina Baran, Eric Bleiler

Meeting was called to order at 6:08 pm

1. Approval of April meeting minutes was unanimous.
  - A. Motion made by Alicia Nordstrom and seconded by Ed Hennigan
2. Lynn Klein gave a report on enrollment for fall 2016.
  - A. Toddlers: 11 enrolled, waiting on 4 contracts
  - B. Primary: 40 enrolled, waiting on 3 contracts
  - C. Lower el: 23 enrolled, waiting on 2 contracts, 2 additional applications recently given out
  - D. Upper el: 19 enrolled, waiting on 3 contracts
  - E. Lynn had positive feedback about working with the board's enrollment task force during the past school year. This was a beneficial way to keep the board in the loop about admissions initiatives.
  - F. Eight families attended the recent open house.
  - G. A chart showing retention numbers broken down by level and classroom was provided and discussed.
  - H. A packet of recent admissions activities was provided.
3. Head of School update was given by Dennis.
  - A. Recent maintenance has been minimal. Gutter Pro replaced some gutters on the main building.
  - B. The computers WVMS recently acquired are all up and running.
  - C. A tentative calendar for next school year was provided.
  - D. Recent and upcoming school activities were listed on a handout provided to those present. These included: Learning Together spring session, bullying assembly, third year students visiting Young People's Concert, third year field trip and capstone night, Mother's Day Tea, Folks Butterfly Farm assembly, WVMS carnival, upper El trip to NYC, primary year end concert, elementary year end concert, science fair, kindergarten graduation, and toddler moving up ceremony.
4. The Finance Committee report was provided in advance by Matt Rogers.
  - A. The school's net financial standing is significantly favorable in comparison to what was projected.
5. The Buildings and Grounds Committee report was provided in advance by Matt Rogers.
  - A. After the Board of Trustees approved the replacement of flooring at the April meeting, it was discovered that Giant forgot to add the toddler and lower

- elementary areas to the quoted square footage for the flooring replacement, which adds about \$18,000.00 to the overall project. Since the resolution adopted by the Board to proceed with the project including a delegation to the Finance Committee of authority to determine how best to finance the project, it is recommended that the Board's resolution approving the project stand and that the Finance Committee exercise its discretion and evaluate this additional cost at its next meeting.
- B. Adrienne Asbury made the motion to move forward with the project, with the finance committee determining the best way to fund the additional cost. Monica Han seconded the motion. Approval was unanimous.
  6. Alicia Nordstrom presented the Committee on Trustees report. Present members voted individually on each of the candidates. The following were approved by a majority vote: Jim Murphy, Sal Deluca, Valeria Sartor, and Chris Kang. This slate will be presented at the May 25 bi-annual meeting for a vote.
  7. Jennifer Thomas gave the Development Committee update.
    - A. The gala made at least \$21,000. It was a beautiful and successful event, with 83 people in attendance.
  8. Joe Werner mentioned that WVMS parent Clancy Cash has proposed selling some plants from the greenhouse, and Dennis referred her to the board for approval. Joe made the motion to accept her proposal but to discuss it with Dennis further. Adrienne seconded. Approval was unanimous.
  9. Joe Werner made the motion to adjourn at 7:17. Ed Hennigan seconded.

Meeting minutes submitted by Adrienne Asbury