

## Wyoming Valley Montessori School Board Meeting

23 February 2017

Members in Attendance: Adrienne Asbury, Dennis Puhalla, Alicia Nordstrom, Wesley Woo, Val Sartor, Ed Hennigan, Monica Han

Absent Members: Chris Kang, Eric Bleiler, Sal DeLuca, Jim Murphy, Joe Werner, Jennifer Thomas

Meeting was called to order at 6:34 pm

1. Head of School update given by Dennis Puhalla
  - A. Current enrollment is 123.
  - B. Recent and upcoming events include Chinese New Year celebration, Valentine's dance and classroom celebrations, primary move up days, fire drill, sandwich making for soup kitchen, Blue Chip supply drive, and food pantry collection, kindergarten heritage day presentations, third grade play, Stefano and the weather, the gala, and pillow case safety project presentation.
  - C. Maintenance: Upper el roof is complete at a cost of \$10,200. This includes an \$820 overrun for repair and replacement of wood fascia.
  - D. The LIU is working on a plan to improve our wireless signal in certain areas of the building.
2. Development Committee update given by Monica Han
  - A. The annual campaign funds are the same as last discussed. The goal was not met.
  - B. The gala committee continues to meet to plan the event that will be held at The Woodlands on March 31, 2017.
3. Finance Committee update given by Wes Woo
  - A. The current financial statement shows favorable revenue due to strong enrollment.
  - B. The committee has explored the idea of full tuition remission for children of all faculty and staff. This requires increasing financial aid to 15.5%. Wes Woo made the motion to provide this full tuition remission, and Monica Han seconded. Approval was unanimous.
  - C. Wes provided the current investment policy to the board. The committee is discussing diversifying into stocks, using a balanced fund: 60% stocks/40% bonds. The board will vote on this in the future.
4. Building and Grounds update was covered in the Head of School update
5. Enrollment Committee update given by Adrienne Asbury
  - A. The committee met on January 26 at 6:00 pm and listened to Lynn Klein's presentation of the admissions numbers and events. The next meeting will focus on the parent survey. We may add a question about the food program. The committee also discussed further integration of the mission statement into our marketing materials and newsletter.
6. Trustees Committee update given by Alicia Nordstrom

- A. The call for new members will go out during the first week in March. Marketing, building and grounds, and strategic planning may be areas of need.
- 7. The meeting adjourned at 7:16. Monic Han made the motion, and Adrienne Asbury seconded.

Meeting minutes submitted by Adrienne Asbury