

Wyoming Valley Montessori School Board Meeting

20 April 2017

Members in Attendance: Adrienne Asbury, Joe Werner, Dennis Puhalla, Eric Bleiler, Sal DeLuca, Monica Han, Jennifer Thomas, Wesley Woo, Jim Murphy,

Absent Members: Ed Hennigan, Chris Kang, Val Sartor, Alicia Nordstrom,

Meeting was called to order at 6:24 pm

1. Middle School Exploration Committee: Jim Murphy updated the board. The committee's report will be distributed to the full board soon. The four areas covered in the report are: accreditation, finances, physical space, and retention. There are still many unknowns. The committee's job was to investigate. Any recommendations will be handled by the Head of School and/or the full board.
2. Head of School: Dennis Puhalla distributed the 2017-2018 calendar as well as enrollment and activities updates. Current enrollment is 125. For next year, 110 contracts have been returned. Recent activities have included Easter egg hunts, Terra Nova testing, the gala, and spring class pictures. Upcoming events include a savings program, lower el field trip to Lackawanna Coal Mine, butterfly program, philharmonic, kindergarten tea, capstone presentations, and spring concerts. Maintenance has included the recent completion of the lightning protection installation. We need to replace two exterior doors and will be getting quotes soon. The LIU has continued to work on strengthening the wireless internet signal throughout the building.
3. Enrollment Committee: Adrienne Asbury reported that the enrollment committee met on April 20. We will be sending out the parent survey within the next ten days via surveymonkey. The Learning Together toddler program continues to be a success. We have gained seven new families through this program. Three more sessions are scheduled. Retention for toddlers moving up to the primary program for next year is 100 percent. The May newsletter will be coming out soon.
4. Building and Grounds: This information was included in the HOS report. Eric Bleiler states that we are still ahead of our facilities audit/strategic plan.
5. Finance Committee: Wesley Woo distributed the March income statement, which continues the favorable trend that has been spurred by strong enrollment. The United Way gave a significant EITC gift as well. Wesley distributed budget data. The 2017-2018 budget proposal includes a continued wean from soft funds as recommended by ISM. After a discussion, Wesley made the motion to approve the proposed budget. Joe Werner seconded. Approval was unanimous.
6. Past meeting minutes: January, February, and March minutes were all distributed to the full board. Jim Murphy made the motion to approve the January minutes. Monica Han seconded. Sal DeLuca made the motion to approve the February minutes. Joe Werner seconded. Monica Han made the motion to approve the March minutes. Jim Murphy seconded. All three sets of minutes were approved by unanimous vote.
7. Trustees Committee: Alicia Nordstrom will be conducting interviews soon so that a slate of candidates can be presented to the board at the May 11 meeting.
8. The meeting was adjourned at 7:26. Joe Werner made the motion. Jennifer Thomas seconded.

Meeting minutes submitted by Adrienne Asbury