

Wyoming Valley Montessori School Board Meeting

11 May 2017

Members in Attendance: Dennis Puhalla, Val Sartor, Ed Hennigan, Monica Han, Alicia Nordstrom, Wesley Woo, Chris Kang. Eric Bielier, Jennifer Thomas

Absent Members: Adrienne Asbury, Jim Murphy, Joe Werner, Sal Deluca

Meeting was called to order at 6:30pm

1. Wesley Woo distributed the April Income statement. Finances continue to be favorable as in the last couple of months, driven by positive enrollment. We are 44K over budget for Net Ordinary Income YTD. Staff asked the Finance Committee to grant a Hardship Award to a family who was late with \$500 childcare expenses. The committee voted to grant the award.
2. Dennis Puhalla presented the Head of School report.
 - A. Current enrollment is 125. For next year, 116 contracts, out of 122, have been returned. There were 6 offers sent, and 3 applications were returned. We have been having many tours of the school. Toddler has 19 contracts in. We are waiting on 4 to be returned. Primary has 47 contracts in. We are waiting on 2 applications. The application fees have been paid, but the process not completed. The ideal number of enrollment for Primary would be 51. Lower EI has 26 contracts in, and Upper EI, 24. The retention rate this year has been favorable.
 - B. There were no major maintenance issues over the last month. The lightning protection has been complete. We received a certification letter from the contractor and sent it to the insurance company, which approved the work. There are 2 doors that need to be replaced, the one that leads to Toddler B, which also needs a new frame, and the one that leads to the Handicap ramp outside of Lower EI. The Toddler B one was bid to cost \$3600. No bid has come in for the second door.
 - C. LIU 18 has updated the operating systems and continues updating the Wireless modems.
 - D. Upcoming Events include: Upper EI Boston Trip, Lower EL Capstone presentations, Primary and Elementary Spring concerts, Carnival, Field Day, Moving up Day and the Talent Show. The last day of school is set to be June 13th, which will be a half-day.
3. Trustees Committee update given by Alicia Nordstrom
 - A. The Board had aimed for 4 new Trustees to replace the outgoing members. Three candidates were recruited: Justin Nordstrom (Upper EI parent), Eileen Sennett (Toddler parent), and Anne Papalia (community).
4. Monica Han, on behalf of the Development Committee, stated that the final tally for the Gala was \$27, 143, which exceeded the goal of \$20k by \$7, 143.
5. Building and Grounds update was covered in the Head of School update.

6. No Enrollment Committee update given.
7. A Strategic Plan Meeting will be held on Saturday, May 13, 2017.

The meeting adjourned at 7PM.

Meeting minutes submitted by Valeria Sartor