

## Wyoming Valley Montessori School Board Meeting

14 June 2017

Members in Attendance: Adrienne Asbury, Dennis Puhalla, Wesley Woo, Val Sartor, Monica Han, Joe Werner, Sal DeLuca, Chris Kang

Absent Members: Jim Murphy, Jennifer Thomas, Alicia Nordstrom, Ed Hennigan, Eric Bleiler

Meeting was called to order at 6:24 pm

### 1. Financial Report given by Charlene Decker

- a. The year-to-date financial report is strong despite a weak May. The headcount is strong, but some maintenance work also weighed into the May financials. Charlene gave an investment update, summarizing cash on hand and investments. She updated the board regarding loans and accounts receivable. Tuition is all in good standing, but there are some open childcare accounts.
- b. It may be a good idea to do a revised budget prior to the school year to re-balance enrollment, staffing, etc. based on changes that have occurred after the budget was approved.
- c. The school may appeal the assessed value of the buildings to attempt to reduce the levee fee, which recently increased by about 80%.
- d. The new financial committee will form in July and will hopefully meet with Charlene in August.

### 2. Head of School and Building and Grounds update given by Dennis Puhalla

- a. Current enrollment is 125. We are considering several levels full at this time and could be expecting a waiting list at all levels in the near future.
- b. End of the year activities went smoothly.
- c. The quote from Champion for exterior doors that was discussed at the previous meeting was further discussed. It seems to be in line with what the competition would quote. Sal made the motion to accept the quote and move forward with the work. Adrienne seconded. Approval was unanimous.

### 3. Enrollment Committee update given by Adrienne Asbury

- a. The committee met in June. The main topic of discussion was the parent survey, which was very positive. The committee will continue to support enrollment initiatives next year.

### 4. The Middle School Investigation was discussed by the full board.

- a. Joe Werner made a motion for further middle school financial analysis within the current month by the finance committee with the objective of reaching a recommendation. Adrienne Asbury seconded. Approval was unanimous.

### 5. The meeting adjourned at 7:40. Monica Han made the motion, and Chris Kang seconded.

### 6. The board went into executive session.

Meeting minutes submitted by Adrienne Asbury