

Wyoming Valley Montessori School Board Meeting

8 December 2016

Members in Attendance: Monica Han, Adrienne Asbury, Dennis Puhalla, Jennifer Thomas, Wesley Woo, Valerie Sartor, Sal DeLuca, Chris Kang, Alicia Nordstrom, Joe Werner

Absent Members: Jim Murphy, Ed Hennigan, Eric Bleiler

Meeting was called to order at 6:25

1. The November minutes were approved unanimously. Monica Han made the motion, and Joe Werner seconded.
2. Dennis Puhalla gave the Head of School report.
 - A. Currently enrollment is 118. In January this number could be 120-121.
 - B. Maintenance has included the insurer's request to equip the main building with lightning protection, damage to the building façade facing Maple St, and waiting for the roofers, who have been delayed by weather.
 - C. Recent activities have included Grandparents Day, the Elementary visit to the Veterans' Hospital, The Primary Thanksgiving Program, and Moving up sessions.
 - D. Upcoming activities include Barnes and Noble night on December 9 and the school's Winter Program on December 16.
 - E. School will be closed for the holiday break starting with an early dismissal on December 23 through January 2.
3. Wesley Woo gave the Finance committee update.
 - A. The current financial position of the school is favorable compared to projections.
 - B. The EITC money has been committed but has not actually arrived yet. \$11,000 will be coming from two organizations.
 - C. The Finance Committee is recommending bonuses for faculty and staff, which will cost \$20,750 plus approximately \$4,000 in related taxes. Joe Werner made the motion to approve this recommendation. Monica Han seconded. The approval vote was unanimous.
 - D. The Finance Committee is proposing a 4% tuition increase for the 2017-2018 school year. This increase represents inflation as well as school improvements. Wesley Woo provided detailed information regarding this tuition scenario to the Board prior to the meeting. After discussion, Wesley Woo made the motion to approve this increase, and Sal DeLuca seconded. Eight members voted in favor, and one abstained.
4. Jim Murphy was not present to give the Middle School Exploration committee update.
5. The Building and Grounds update was included in the Head of School update above.
6. The Enrollment Committee will be meeting again on January 26.
7. Monica Han gave the Development committee update.
 - A. The annual campaign has reached 70% of the \$20,000 goal.

- B. The gala will be held at The Woodlands on March 31, 2017. Save the Date postcards will be sent out shortly.
- 8. Monica Han made the motion to adjourn, and Valerie Sartor seconded. The meeting adjourned at 7:11.

Meeting minutes submitted by Adrienne Asbury