Wyoming Valley Montessori School Board Meeting

September 12, 2019

Members in Attendance: Dennis Puhalla, Eric Bleiler, Wesley Woo, Eileen Sennett, Brian Stanchak, Salvatore Deluca, Tim Maloney, Christine Keren, Kim Pickereign, Ann Tihansky, and Sander Gottlieb

Absent Members: H.Chris Kang, Dave Abdalla

Meeting was called to order at 6:09 PM

Eric informed the group that Justin Nordstrom had resigned his position from the board before the start of the school year.

1. Eileen Sennett made a motion to approve previous meeting’s minutes. Wes Woo seconded the motion. All approved.

2. Eric welcomed all new members to the board and spoke of electing new officers. H.Chris Kang volunteered to be President. Sal made a motion to appoint Chris, Wes seconded the motion and all approved. Sal Deluca agreed to be Vice President. Brian made a motion to appoint Sal, Kim seconded the motion and all approved. Wes volunteered to be the Treasurer. Ann made a motion to appoint, Gander seconded the motion and all approved. Eileen volunteered to be the Secretary. Ann made a motion to appoint, Gander seconded the motion and all approved.

3. Next was a discussion about the Board Committees: Buildings and Grounds which is responsible for the physical make up of the school. Finance which needs to review the financials each month and be responsible for setting the tuition rate and budget. Development which handles the fundraising for the school, annual campaign and gala. Head of School which is automatically run by the board president evaluates the performance the school principal each year. Trustees which is response for enrolling new members to the board and tracking the board member terms.

   A. Sal volunteered to chair the Building and Grounds Committee because is wants to see the expansion project through. Eileen advised the group that she will not be able to chair the Development Committee with year and needs someone to take over. No one stepped up.

   B. The committee groups were not decided.

4. Eric presented the financial report.

   A. The Financial Statements for the period of June 30, 2019 and 2018 were presented to the board. Sal made a motion to accept the statement, Tim seconded and all approved.

   B. The sixth grade will be concentrating on homework this year to help those students transition to 7th grade.

   C. Everyone was asked to review the conflict of interest policy and complete the required forms.

5. Dal presented the Building and Grounds update.

   A. Sal has been working on a proposal to detail the plans to replace the media center with a new building. The new building would have a modernized look and feel. The building could help the appeal of the school to attract/keep enrollment.
B. Sal asked for feedback on how the space should be used. Move the Toddlers out of the basement, create new classrooms for LE, etc. Everyone was asked to review the plans and be prepared to vote next meeting with a yes or no to move forward. The sooner we start, the project could be completed for the 2020-2021 term.

6. Dennis Puhalla presented the Head of School report.
   A. Over the summer minor repairs were completed by in house staff. The catch basin in the parking lot had to be repaired at a cost of $7,000. Future project includes repairing and painting the ceiling and walls in the great room.
   B. Enrollment for the 2019-2020 is low 102 verse budget of 125. Several families left the school. At the end of the summer, Ms Godfrey, the Primary B head teacher resigned her position. At this time the position has not been filled and the students were distributed to Primary A and Primary C. Replacement will be considered if attendance picks up. The school will either train within (roughly $25,000) or hire outside (need to pay up).
   C. Summer camps were a big success again and the Mommy and Me learning sessions have been filling up quickly.
   D. Dennis recommended the Annual Gala be set for Friday, April 25th to coincide with the anniversary date.

Next Board Meeting Date: TBD
Assignment of Committees: TBD

The meeting adjourned at 7:50PM.

Meeting minutes submitted by Eileen Sennett