

WVMS Board Minutes

Date: January 21, 2026

BOT Present: Danielle Westgate, Gerry Mecadon, Jerry Nichols (virtual), Jan Wessel, Bill Frey, Tony Ross (virtual), Kathy Harrington, Lori Murphy, Hussein Kazimi

Absent: Brigitte Henry, John Karavis

School Members: Justin Kleinheider

Guests: None

Call To Order: Jan made a motion to begin the meeting at 6:05 pm; Jan seconded

Old Business:

- Danielle motioned to approve November minutes; Kathy seconded

Committee Reports:

Head of School Report – Justin

- Justin was awarded doctoral degree. Congratulations to him.
- International festival next week to include activities
- Financial Aid presentation done, with attendance from a few families which are helping families proceed through application easier
- Dietitian came to speak with parents about healthy lunches this was well received.
- Successful winter concert, great feedback about new music teacher.
- Still seeking new assistant teacher, interviews remain ongoing, where we can be more focused on schools' needs and qualifications.
 - Great specials this year
- Staff on medical leave are progressing, and hopeful to return mid-February
- Annual fund did exceed goal, hopeful for around \$30,000
- Still working on leads to replace Lower El support role, and Spanish positions
- Enrollment status –130

Finance – Justin for JK

- Year to date – above budget
 - Continue to work on enrollment to add additional revenue
 - Extra funding from EITC
- Numbers remain about the same numbers were due to:
 - Replacement of furnace was a big expense
 - AMS costs
 - Payroll running a little higher than usual
- ERTC is currently under appeal
- The annual 403(b) Plan review was conducted

Buildings & Grounds – Hussein

- Furnace repair noted
- Gutter clean out and repair
- HVAC annual maintenance check;
- Future projects on radar
 - Concrete and small ramp, repairs (and Paving) in parking lot, exterior painting, windows, LED lighting, lock replacement
 - Toddler Heat pump system upgrade scheduled for summer.
 - Transfer of green house and removal of pad also for summer,
 - Gutter repair/ replacement added to overall project list

Development – Lori

- Goal Exceeded for donations \$26,120
 - Breakdown noted

Head Support & Evaluation – Danielle

- Overall positive faculty survey results
 - Strengths and Areas to Improve noted

Trustees – Lori

- Letter was sent out seeking potential member
 - Seeking areas in marketing, HR, insurance, legal,
 - New candidates around February.

Strategic Plan – Justin for Brigitte

- Continue to focus on 4 pillars; belonging, engagement, sustainability and growth.

- Goals and strategies such expanding programs, summer camp, etc continue to be worked on.
- Working to share with the parent community, and survey so that we can obtain feedback.
- Survey is being conducted to parents awaiting outcomes and results.

Bill motioned to adjourn at 6:35 pm; Lori seconded.