

WVMS Board Minutes

Date: March 25, 2026

BOT Present: Hussein Kazimi, Jan Wessel, Gerry Mecadon, Lori Murphy, Brigitte Henry, Danielle Westgate (virtual), Kathy Harrington, Bill Frey

Absent: Tony Ross, John Karavis

School Members: Justin Kleinheider

Guests: Griffin Becker (Board Applicant)

Call To Order: Lori made a motion to begin the meeting at 6:20 pm; Gerry Seconded

Old Business:

- Brigitte made a motion to approve January minutes; Bill seconded

New Business:

- Hussein called for a vote to formally approve Griffin Becker's nomination
 - The vote passed unanimously

Committee Reports:

Head of School Report – Justin

- Great recent community events
 - PA Education Programs
 - Play Therapy
 - Spring Art Show
 - Nice testament to elevation of specials
 - Fun night for the community to come together
 - Montessori Week
 - International Fest
 - Changed from Winter Fest to celebrate community and culture
- Lynn Benkowski is scheduled to leave the classroom this week
 - Justin met with all Toddler families and lead teachers to address concerns
 - Meeting went well with no major concerns
 - Lynn's primary motivation to leave is related to healthcare benefits

- Positive Climate Policy has been developed in response to recent social media posts from community members
 - This policy is a common practice in AMS schools; language was drawn from fellow AMS schools
 - A discussion ensued about the best way to rollout/highlight/enforce this new policy
 - Justin suggested that the Board review and approve the new policy

Finance – Justin (Presenting for JK)

- Next year's budget is built on an enrollment goal of 130
 - Current enrollment is trending positively with minimal fallout from recent issues
 - Justin is confident we will hit 130, which was a realistic goal
 - This year's budget is relatively on track
 - Will be skewed slightly due to full-time teachers leaving – anomaly; not a normal expectation
 - Charlene does a great job and is consistent, even with limited resources
 - Bill mentioned some impact of recent insurance policy changes – new classification is not inaccurate
 - Jan mentioned that Charlene has been conservative in some areas, as well, which might lead to overperformance
- Jan made a motion to approve next year's budget; Passed unanimously

Buildings & Grounds – Hussein

- Hussein reviewed recent improvements
 - HVAC issues were addressed in basement classrooms
- Priorities of radar projects
 - Toddler heat continued improvement
 - Charlene has these projects on her radar, as well

Development – Lori

- Lori reviewed recent recruitment programs
 - Toddler Learning Together – led to 10 families enrolling
 - Marketing efforts with Geisinger
- Recent marketing efforts
 - PBS/Inside the Back Mountain – will track to review efficacy
- Summer Camp Announcement

- Reenrollment
 - Justin and Lynn met with all “undecided” families
 - Individual attention from admin is very helpful in making families feel secure in their decision – common themes are apprehension about moving to a new division; financial aid needs; largest attrition comes from families who were enrolled for more of a toddler/daycare and don’t want to stay for Kindergarten
 - In effort of transparency, Lynn & Justin also reached out to any Toddler families who signed contracts before the classroom change (3 to 2)
 - No families have requested to pull contracts; most were siblings
- Gala Updates
 - Sponsorships are on track
 - Gala team is working well together this year
 - We are now going to kick off fundraising efforts for a new swingset - \$15,000 goal
 - Adding a Raise the Paddle element new to Live Auction
 - Email will go out next week to introduce goal to families
 - Swingset will be its own item; not a part of funds raised for scholarship – we will be able to pull this item out for an accurate comparison after event

Head Support & Evaluation – Danielle

- Head of School survey will go out next week to current Board Members

Strategic Plan – Brigitte

- Brigitte shared an update on the newest Strategy & Action Levels of the Strategic Plan
 - No changes were made
 - A more detailed list of actions/responsibilities/deadlines/cost to follow
- Kathy asked about Teacher Education Plan
 - Bill suggested reworking phrasing of this to highlight true nature of the program

Gerry motioned to adjourn at 7:09 pm; Bill seconded