

MINUTES OF THE MEETING  
THE WOODSTOCK ACADEMY  
BOARD OF TRUSTEES  
ACADEMIC COMMITTEE  
November 8, 2021



These minutes are for  
informational purposes only.

**PRESENT:** Castle, Leah; Harten, Michael; May, Val; Morse, David; Musko, Jason; Paquette, Philippa; Rich, Matthew; Samborowski, Len; Sandford, Chris; Singleton, Holly; To, Thao (Stephanie)—alt.; Walley, David; Woodland, Julie

**ABSENT WITH NOTIFICATION:** Favreau, Lennon; Young, Scott

**1. Call to Order**

The meeting was called to order by Committee Chair Paquette at 5:30 p.m.

**2. Community Participation** – None.

**3. Secretary’s Report—Minutes of October 12, 2021**

**MOTION:** (Singleton/Rich) To approve the minutes of October 12, 2021.

Unanimous

**4. Makerspace Update (guest Brielle Dubois)**

Associate Head of School Holly Singleton introduced makerspace teacher Brielle Dubois and provided her professional background, noting that Brielle graduated from The Woodstock Academy in 2003. The makerspace is dedicated to creativity, collaboration, imagination, and practical skills. It supports The Academy’s equity and inclusion efforts to address a broad range of learning styles. Equipment, much of which has been purchased using grant money and gifts, includes a wide variety of saws, belt sanders, joiners, planes, router tables, a 3-D router, lathes, drill presses, laser & vinal cutters, and a laminator—to name a few. Ms. Dubois described the program, saying for the last 40 days of classes, at least 1-1.5 classes use the space each day. Individuals who have experienced this space are the ones promoting it to other students and staff—hence the busy schedule. After consulting with Ms. Dubois about the project parameters/planning, classroom teachers and club coordinators use MLSchedules to book the space. Currently, three blocks per day are booked, each accommodating 2-24 students in a class. Open space time is also available for individual student projects. Examples of projects include:

- An anatomy class used the green screen to “teach” hospital staff about disease
- A Spanish class created a time capsule using the 3-D printer
- A flight class created barometers
- An Italian class used the green screen to “sell” real estate overseas
- An art class created a variety of games
- The fire tech program, anatomy & physiology classes, and the college and career readiness classes (among other classes/programs) have used the space in an assortment of ways

Student project data is stored on OneDrive and there is still a need for more Apple TVs to reduce the requirement for multiple cords and boxes. Despite class size limitations, Ms. Dubois looks forward to planning interdepartmental collaborations such as between the foods and world languages departments. It is hoped that by using this space, more young women will become interested in future STEM careers. Committee Chair Paquette urged Board members to schedule a visit to see the space in action. Photos can be viewed on Instagram under “Woodstock Academy Makerspace” at “wa\_beatson\_makerspace.”

## **5. Professional Development Update**

Dean of Academics Dr. Michael Harten provided an overview of the professional development offered on November 2, 2021. Mandatory group DEI training was held, followed by an hour of PLCs, departmental meetings, and lunch. Employees were able to select a topic of their choice at each of the afternoon Edu-Cademy sessions. The handouts related to the DEI presentation were provided. Director of Counseling Dave Walley shared that members of his department traveled to Whitcraft hoping to develop some internship opportunities for students. While there, they saw a variety of projects and work stations.

## **6. Procedural Changes for Valedictorian/Salutatorian**

Dean of Academics Dr. Michael Harten provided an overview of a handout related to class rank, saying last year's naming of co-valedictorians prompted some reflection about the policy in the student handbook. Proposed changes, which will begin for our current juniors, include:

- Shifting the point of evaluation to 14 semesters rather than 15
- Creating a protocol for tied scores
- Establishing a rate of calculation for pass/fail classes and student GPAs that reverts scores to the underlying grade

Advantages for seniors include:

- Being able to apply for scholarships based on the first semester's GPA and standing (rather than the end of junior year or another point in time)
- Providing the opportunity for seniors to take "fun" classes that might otherwise hurt their GPA
- Reducing student stress

The Academic Committee members approved the changes to this policy by unanimous consensus.

## **7. Curriculum Guide Update**

Dr. Harten and Mrs. Singleton provided an updated Curriculum Guide, saying it hadn't been updated since 2014 and was now a living, simple guide for the 21<sup>st</sup> century. Using the guiding principles of instructional content, structural guidelines, pedagogical guidelines, and learning guidelines, curriculum will align with district goals, federal/state mandates, and accreditation standards. The continual process for curriculum review will use the development cycle below:

1. Research
2. Analysis and Planning
3. Writing
4. Implementing and Monitoring
5. Evaluating

The Academic Committee members approved the changes to the Curriculum Guide by unanimous consensus.

**8. Other**

Stephanie To was congratulated on recently winning a Head of School Award and CAPSS Award.

**9. Adjournment**

**MOTION:** (Singleton/Samborowski) To adjourn the meeting at 6:33 p.m.

Unanimous

Respectfully submitted,

*Julie Woodland*

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Board Clerk

*The Woodstock Academy prepares all students by providing diverse opportunities through a rigorous curriculum and a variety of programs in order to cultivate the necessary skills to become lifelong learners and global citizens.*