

**MINUTES OF THE ANNUAL MEETING
THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
Loos Center, South Campus
August 16, 2022
7:00 p.m.**



These minutes are for informational purposes only.

PRESENT: Asikainen, Samantha; Beckwith, Martha; Blackmer, Robert; Carabeau, Garry; Duvall, Nancy (C); Higgins, Edwin; Kelly, Paul; Larrow, Jeff; Livernois, Jay (Ex-Officio); McGinn, Walter; Paquette, Philippa; Quinn, Eric; Rhynhart, Hans; Rich, Matthew; Swenson, Christine; Trivella, Joan; Young, Scott

ADMINISTRATION: Chalupka, Eric; Favreau, Brad; Harten, Michael; Hughes, Karin; Millar, Maddy (7:35); Rigney, John; Rohan, Janet; Sandford, Chris; Singleton, Holly; Sturdevant, Jon; Susi, Michael; Woodland, Julie

ABSENT WITH NOTIFICATION: Bentley, Cary; Ellsworth, Robert (E); Morse, David; Perkins-Banas, Melissa (B); Samborowski, Leonard; Tuttle, Brent (P)

1. Call to Order

The meeting was called to order by President Swenson at 7:00 p.m.

2. Community Participation – None.

3. Board and Foundation Term Recommendations

a. Term Renewal/Appointment – Trustees of the Corporation

MOTION: (Kelly/Livernois) To move to renew Jeff Larrow as a Trustee of the Corporation to a six-year term which ends in 2028.
Unanimous

b. Term Renewal/Appointment – Trustees of the Community

MOTION: (Kelly/Trivella) To move to renew Walter McGinn and Philippa Paquette as Trustees of the Community to six-year terms which end in 2028.

Unanimous

c. Term Appointment – President of the Alumni Association as Ex-Officio of BOT

MOTION: (Kelly/McGinn) To move to appoint the President of the Alumni Association, Jay Livernois, as an Ex-Officio member of The Woodstock Academy Board of Trustees for the 2022-2023 school year.

Unanimous

d. Term Appointment – Slate of Officers for Board of Trustees for 2022-2023

MOTION: (Kelly/McGinn) To move to accept the slate of officers for the Board of Trustees for the 2022-2023 school year as presented.

President	Christine Swenson
Vice-President	Edwin Higgins
Secretary	Philippa Paquette
Assistant Secretary	Hans Rhynhart
Treasurer	Joan Trivella
Assistant Treasurer	Paul Kelly

Unanimous

e. Term Renewal – WA Foundation Directors

MOTION: (Kelly/Larrow) To move that the Board of Trustees accept the term renewals of the Foundation Directors as presented, which terms shall expire in 2025.

- Benjamin Harrison
- Christine Swenson
- Adam Troy
- Phillip Willis
- Scott Young

Unanimous

The Directors of The Foundation will vote through an electronic consensus vote to accept the following slate of officers of The Woodstock Academy Foundation for the 2022-2023 year by their next meeting and report the results to the BOT.

MOTION: (Kelly/Trivella) To move to accept the upcoming results of the electronic consensus vote for the slate of officers of The Woodstock Academy Foundation for the 2022-2023 year.

President	Martha Beckwith
Vice-President	Benjamin Harrison
Treasurer	Paul Kelly
Secretary	Adam Troy

Unanimous

4. Board Reports

a. **Secretary's Report**

i. Minutes of Annual Meeting of August 17, 2021

MOTION: (Larrow/Duvall) To move to approve the Minutes of the Annual Meeting of August 17, 2021.

Unanimous

b. **President's Report**

i. Correspondence—Head of School Sandford provided an overview of the pieces of correspondence included in the packet. Correspondence included a letter about a proposed subdivision on Plaine Hill Road, a letter commending student Owen Bland on his selection to participate at the national level of the Boy's State program, letters acknowledging resignations, and various letters of appreciation, congratulations, and bereavement.

ii. Board of Trustees and Staff Reception—Wednesday, August 24, 2022, at 5:00 p.m. at Taylor Brooke Brewery in Woodstock

President Swenson hoped the entire Board would be able to attend.

iii. Update: Board of Trustees Retreat on Saturday, September 10, 2022, from 9:00 a.m. until noon

President Swenson wished to remind the Board of the date and time of this upcoming meeting. More information is expected to follow.

iv. Employee Emeritus/a Status

Policy 8331 was revised to reflect the addition of administrative assistant Patricia Welch who served The Academy from 1997-2022.

MOTION: (Duvall/Paquette) To move to accept the recommendation of Head of School Sandford to confer the title of Employee Emeritus to Patricia Welch. Unanimous

v. Board of Trustees Service Award

As members of the Academic Committee and Student Life Committee, Dean of Academics Dr. Michael Harten and Dean of Student Affairs Karin Hughes explained the rationale behind a proposal to honor seniors who served as student representatives with a BOT service award. Certificates would be issued during the annual Class Night celebration. Discussion ensued.

MOTION: (Trivella/Paquette) To move to accept the recommendation of Head of School Sandford to establish a Board of Trustees Service Award to be called the David Teed Award. The award should be issued retroactively to include student representatives who served in the 2021-2022 school year.

Unanimous

c. Committee Reports—questions/discussion on reports provided in packet

There were no questions about the minutes included in the packet.

5. Woodstock Academy Administration Reports

a. Associate Head of School for Finance and Operations Report

i. 2022-2023 Budget Update

Associate Head of School for Finance and Operations Susi provided a 2022-2023 budget summary, highlighting growth in the STRIVE Program and saying that while we await word in the months ahead about whether we will be awarded approximately \$2.1M of grant funding, spending has been largely frozen. The Board was thanked for its support of the STRIVE Program.

ii. 2021-2022 End-of-the-Year and Audit Update

Associate Head of School for Finance and Operations Susi reviewed the Profit and Loss Report for 2021-2022, which was recently shared with the Finance Committee. Final figures indicated the year closed in the black. Due to grant funding received, the auditors are hard at work completing the two required audits.

iii. Academy Building Restoration Project and Summer Projects Update

The Academy Building Restoration Project is well underway, with demolition, utility work, roofing, and much more planned. Buildings and Grounds Committee Chair Bob Blackmer and members of his committee attend the building project meetings that occur every two weeks. Summer projects included updates to dorms and student bathrooms. Funding comes from rental income rather than the operating account.

iv. Other – None.

v. Board questions/discussion – None.

b. Associate Head of School Report

i. Beginning of School Year Report

Associate Head of School Singleton shared that school enrollment for 22-23 is currently at 1015—down from 1088 last year. She provided a long list of summer updates, describing the experiences of the 35 students who attended summer camp and the 15 students who attended the summer program for international students. School updates included beginning a new community lunch hour concept, the return of senior privileges, activity blocks combined with advisory blocks, and more. Greater detail can be found in her complete report, attached below.

ii. Other – None.

iii. Board questions/discussion – None.

c. Associate Head of School for Advancement

i. Golf Tournament and Future Events Update

Associate Head of School for Advancement Jon Sturdevant shared that the recent 10th annual golf tournament was the most successful one yet. Between sponsorship teas, raffles, and selling out in mid-April, it was likely that somewhere in the high 30Ks was raised to support athletics. Brad Favreau and Sean Saucier were thanked for their hard work and leadership.

ii. Fundraising Updates

Associate Head of School for Advancement Jon Sturdevant stated that over \$2.3M was raised in 2021-2022 from 470 unique donors, with an additional \$265K pledged. In the InSpire150 campaign, \$970K has been given and pledged. Donors, roughly 60% of which are brand new givers, supported the Fund for Displaced Students, which currently has \$114K. Increased facility rental fees are better covering costs and providing many great experiences for our larger community. Future events include Rockapella on October 1, Alumni Weekend on October 14&15, Giving Day on November

1, the Ocean State Pops Orchestra on December 3, and a wide array of gallery exhibits have been planned.

iii. Other – None.

iv. Board questions/discussion – None.

d. Assistant Head of School for Enrollment

i. 2022-2023 Enrollment Report

Head of School Sandford summarized Associate Head of School for Enrollment Amy Favreau’s Enrollment Report. Highlights included 212 ninth-grade students from the sending towns who have registered to date; 25 day students who have placed deposits; 86 residential students who have been registered for our general program, and another 23 students who have registered for the prep soccer program. Applications still arrive every day, and the enrollment numbers are going in the right direction.

ii. Other – None.

iii. Board questions/discussion – None.

e. Head of School Report

i. Organizational Chart and Staffing Update

Head of School Sandford presented the 2022-2023 Organizational Chart to the Board, saying it shows a big reduction in staffing. Approximately \$400K has been cut from the salary line items of last year, which includes overall salaries and raises.

ii. Theory of Action

Head of School Sandford plans to present the 2022-2023 Theory of Action at the regular October Board meeting based on the results of the September Board Retreat.

iii. Other – None.

iv. Board questions/discussion – None.

6. Other Items – None.

Eric Chalupka, Janet Rohan, and Maddy Millar exited the meeting.

7. Executive Session—Contract Negotiations and Legal

MOTION: (Rich/Larrow) To enter into Executive Session to consider Contract Negotiations and Legal matters, inviting all currently present to attend at 7:46 p.m.

Unanimous

The meeting returned to regular session at 7:50 p.m.

8. Possible Action Based on Executive Session

MOTION: (Rhynhart/Livernois) To accept the contract with the Woodstock Public Schools as discussed in Executive Session.

Unanimous

9. Adjournment to the Annual Trustee Photo

MOTION: (Duvall/Larrow) To adjourn the meeting at 8:00 p.m.

Unanimous

Respectfully submitted,
Julie Woodland
Julie Woodland
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.



Summer Updates from the Associate Head of School

School Updates

- Summer Programming: Summer Camps (35 kids – Cooking, CSI, Library Crafts, Table-Top Games, Maker Space); August Summer Program for International Students (15); Extended School Year (9)
- 2022-2023 Daily Schedule modified to include Community Lunch Hour
- Student Privileges returns to the practice of granting these to eligible seniors only
- Advisory Program modified to include an alternating Activity Block
- 22-23 School enrollment – 1015 total, down from 1088 last year. (Grade 9, 212; Grade 10, 241; Grade 11, 237; Grade

12, 322; Grade 13, 3) STRIVE program has 14 students enrolled.

- New Hires for 2022-2023
 - Kimberly Shepherd – Special Education
 - Jillian Kuhn – Speech & Language
 - Carolina Millan – Administrative Assistant for Admissions
 - Hunter Petrosky – Assistant Prep Soccer Coach
 - Jeremiah Huntt – Paraprofessional
 - Amanda Tosetti – Director of Residential Life
 - Jennifer Howe – Special Education
 - Jesse Credit – Science Teacher
 - Samantha Romero – Director of Strategic Marketing
- New to Res Life Staff: Josh Davis, Hunter Petrosky, Ted Smith

Student Achievements

- James D’Alleva-Bochain (P) was selected to serve on the State Student Advisory Council on Education for the 2022-23 school year.
- Nicholas Webster (W) was selected to participate in the 2022 All-National Honor Ensembles (ANHE) program this October.

Faculty & Staff Achievements

- Laura Maher, English Department, has been accepted as a teacher in the Early College Experience program at The University of Connecticut.

Upcoming Events

August:

24th – BOT Employee & Staff Reception, 5-7 PM, Taylor Brooke Brewery

25th – Roni Cohen-Sandler: Parenting in the Digital Age

28th – Family Traditions, 3-5 PM, North & South campus

September:

15th – Family Night

20th – College Info and Financial Aid Night, 6:30-7:30 PM, Bates Auditorium

22nd – Guest Author: Marty Podskoch

23rd – Homecoming Weekend