



THE WOODSTOCK ACADEMY **BOARD OF TRUSTEES**  
**NOTICE OF THE ANNUAL MEETING**

**AGENDA**

Date: Tuesday, August 18, 2020  
Time: **7:00 p.m.**  
Location: Loos Center - South Campus **MASKS REQUIRED**

1. Call to Order
2. Community Participation (3/5 minutes/participant)
3. Board and Foundation Term Recommendations
  - a. Term Renewal – Trustees of the Corporation
  - b. Term Appointment – Slate of Officers for the Board of Trustees 2020-2021
  - c. Term Renewal – WA Foundation Directors
  - d. Term Appointment – WA Foundation Officers
4. Board Reports
  - a. Secretary's Report
    - i. Minutes of Annual Meeting of August 20, 2019
    - ii. Minutes of Regular Meeting of June 16, 2020
  - b. President's Report
    - i. Correspondence
    - ii. Board of Trustees Retreat – Tuesday, September 15, 2020
    - iii. Trustee Recognition
    - iv. Representation on Bracken Library Board
  - c. Committee Reports - questions/discussion on reports provided in packet
5. Woodstock Academy Administration Reports
  - a. Associate Head of School for Finance and Operations Report
    - i. 2020-2021—Budget Update
    - ii. Summer Projects Update
    - iii. 2019-2020 Audit Update
    - iv. Other
    - v. Board questions/discussion
  - b. Associate Head of School Report
    - i. Beginning of School Year Report
    - ii. Assistant Head of School for South Campus—Residential Program Report
    - iii. Other
    - iv. Board questions/discussion
  - c. Associate Head of School for Advancement
    - i. Golf Tournament Update
    - ii. Fundraising Update
    - iii. Board questions/discussion
  - d. Assistant Head of School for Enrollment
    - i. 2020-2021 Enrollment Report
    - ii. Recruitment Goals
    - iii. Other
    - iv. Board questions/discussion

e. **Head of School Report**

- i. 2019-2020 Annual Report
- ii. Organizational Chart and Staffing Update
- iii. Theory of Action
- iv. Other
- v. Board questions/discussion

6. **Other Items**

7. **Community Participation (3/5 minutes/participant)**

8. **Adjournment**

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*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.*

MOTIONS  
FOUNDATION, CORPORATORS, AND BOARD OF TRUSTEES  
ANNUAL MEETINGS  
AUGUST 18, 2020

BOARD OF TRUSTEES

- TERM RENEWAL TRUSTEE OF THE CORPORATION

**Motion:** I move to renew the appointment of Samantha Asikainen as a Trustee of the Corporation to a six-year term which ends in 2026.

**Motion:** I move to renew the appointment of Scott Young as a Trustee of the Corporation to a six-year term which ends in 2026.

- TERM APPOINTMENT EX-OFFICIO OF BOT

**Motion:** I 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 2020-2021 year.

- TERM RENEWAL BOT OFFICERS

**Motion:** I move to accept the slate of officers for The Board of Trustees for the 2020-2021 school year, as presented.

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

- TERM RENEWAL WAF DIRECTORS

**Motion:** I move that the Board of Trustees accept the term renewals of The Foundation Directors, as presented, which terms shall expire in 2023.

- Paul Kelly
- Ed Higgins





**MINUTES OF THE ANNUAL MEETING**  
**THE WOODSTOCK ACADEMY**  
**BOARD OF TRUSTEES**  
**Student Commons, North Campus**  
**August 20, 2019**  
**7:00 p.m.**



These minutes are for  
informational purposes only.

**PRESENT:** Beckwith, Martha; Bellerose, James; Bentley, Cary; Blackmer, Robert; Child, Barbara; Duvall, Nancy (C) (at 7:18); Higgins, Edwin; Johnston, Kevin; Kelly, Paul; Larrow, Jeff; Livernois, Jay (Ex-Officio); Marmat, Gerald (E); McGinn, Walter; Musumeci, Joseph; Paquette, Philippa; Rhynhart, Hans; Swenson, Christine; Teed, David; Trivella, Joan; Tuttle, Brent (P)

**ADMINISTRATION:** Favreau, Brad; Favreau, Amy; Guillot, William; Harten, Michael; Rigney, John; Sandford, Chris; Singleton, Holly; Sturdevant, Jon; Woodland, Julie

**ABSENT WITH NOTIFICATION:** Asikainen, Samantha; Carabeau, Garry; Frankhouser, Hans (W); Morse, David; Young, Scott

**GUESTS:** Megan Bard Morse

**1. Call to Order**

The meeting was called to order by President Swenson at 7:02 p.m.

**2. Community Participation** – As the only non-Academy attendee, Megan Bard Morse said hello to the group.

**3. Board and Foundation Term Recommendations**

**a. Term Renewal – Alumni Trustees**

**MOTION:** (Kelly/Teed) To move to renew the appointment of Christine Swenson as a Trustee of the Community for a six-year term which ends on 2025.

Unanimous

**b. Term Appointment – Alumni Trustees**

**MOTION:** (Kelly/Musumeci) 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 2019-2020 year.

All voted Yes except Jay Livernois, who abstained. Motion carries.

**c. Term Renewal – Slate of Officers for Board of Trustees for 2019-2020**

**MOTION:** (Kelly/Child) To move to accept the slate of officers for The Board of Trustees for the 2019-2020 school year, as presented.

President	Christine Swenson
Vice-President	Edwin Higgins
Secretary	Philippa Paquette
Assistant Secretary	Barbara Child
Treasurer	David Teed
Assistant Treasurer	Paul Kelly

Unanimous

**d. Term Renewal – WA Foundation Directors**

**MOTION:** (Kelly/Musumeci) To move that the President of The Board of Trustees cast one ballot on behalf of The Board of Trustees to accept the term appointments/renewals of the Foundation Directors as presented, whose terms shall expire in 2022.

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

Unanimous

**e. Term Renewal – WA Foundation Officers**

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 2019-2020 year by their next meeting and report the results to the BOT.

President	Martha Beckwith
Vice-President	Phillip Willis
Secretary	Christine Swenson
Treasurer	Paul Kelly

Unanimous

**4. Board Reports**

**a. Secretary's Report**

**i. Minutes of Annual Meeting of August 21, 2018**

**MOTION:** (Higgins/Larrow) To move to approve the Minutes of the Annual Meeting of August 21, 2018.

Unanimous

**ii. Minutes of Regular Meeting of June 18, 2019**

**MOTION:** (Marmat/Tuttle) To move to approve the Minutes of the Regular Meeting of June 18, 2019.

Unanimous

**b. President's Report**

**i. Correspondence**—President Swenson reviewed the pieces of correspondence included in the packet.

**ii. Trustee/Staff Reception**—Wednesday, August 28, 2019

The group was reminded to RSVP and attend.

**iii. Board of Trustees Retreat**—Saturday, September 14, 2019

Foundation members have been invited to join the BOT at this retreat.

**iv. CAFE Convention and Resolution Proposal**

Joe Musumeci explained how the resolution came to be created. Head of School Sandford explained that without BOT endorsement, CAFE cannot move forward with the resolution.

**MOTION:** (Musumeci/Trivella) To move to ratify the attached resolution to be presented to CAFE.

Unanimous

**MOTION:** (Teed/Child) To move to designate Joe Musumeci as the BOT representative to the CAFE convention.

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. **2019-2020—Budget Update**

Interim Associate Head of School for Finance and Operations Guillot reviewed a handout on the budget. Questions were asked and answered.

#### ii. **Roofing and Underground Storage Tanks Update**

Interim Associate Head of School for Finance and Operations Guillot reported all the above ground storage tanks are functional; software on the boilers allows Jason Gerum to track each of them; landscaping is still needed where the underground tanks were removed. Other than the Academy building, all roofing projects are complete. The Academy building roof needs serious work to stabilize it.

#### iii. **Capital Projects Update**

Interim Associate Head of School for Finance and Operations Guillot described the projects completed over the summer. The science room renovation included new furniture and flooring. The Bowen hallway renovation exposed beautiful old brick, new sheetrock covered old windows, and benches were added. A new yoga studio was created in the Hyde building with new flooring and new lights. A103 was transformed with new furniture, flooring, and fresh paint. The gym on South campus has new paint and only awaits fresh decals. Head of School Sandford explained that yoga space has been in great demand—classes are held during every block, and afterschool yoga and/or meditation classes are now in the planning stage.

#### iv. **2018-2019 Audit Update**

Interim Associate Head of School for Finance and Operations Guillot said the auditors have been working for months gathering information for FY 18-19 by using the new software.

#### v. **Other** – None.

#### vi. **Board questions/discussion** – None.

### b. **Associate Head of School Report**

#### i. **Beginning of School Year Report**

Associate Head of School Singleton announced The Academy is open for business. She reported we were fully staffed until today, when a teacher resigned. She said we have a group of capable, intelligent new teachers joining our already high quality, inspiring veteran teachers. At this time there are 1140 students: 295 (grade 9), 261 (grade 10), 277 (grade 11), and 292 (grade 12). Mrs. Singleton explained the changes to Academy fundraising at the Woodstock Fair. Student exchange programs with Spain and Senegal are on target for this fall. Upcoming events include Family Night on 9/12, the Out of Darkness Walk on 9/22, and the Academic Convocation on 9/25. The suicide prevention speaker during professional development on 8/19 was funded by money raised during last year's Out of Darkness Walk.

#### ii. **Assistant Head of School for South Campus—Residential Program Report**

Assistant Head of School for South Campus Rigney reported that although there has been some turnover in the residential life program, this year's staff is strong and excited for a great year.

#### iii. **Other** – None.

#### iv. **Board questions/discussion** – None.

### c. **Associate Head of School for Advancement**

#### i. **Loos Center for the Arts Update**

Associate Head of School for Advancement Sturdevant said demo in the Loos Center has begun and the facility will be ready for the Winter Concert. Everyone is looking forward to in-house and outside spring concerts, particularly the spring production of the Wizard of Oz.

ii. Homecoming 2019

Homecoming events over the first weekend in October include a pep rally, athletic events, a gallery opening featuring over 25 alumni artists, the annual Shin Dig at the farm, campus tours, the 1969 reunion, and the alumni banquet. There will also be a special presentation of portraits that highlight several people who made a great impact on The Academy.

iii. Golf Tournament Update

The recent golf tournament had beautiful weather and great participation. It was extremely successful, raising over \$25K.

iv. Fundraising Update

A draft of the Annual Report was included in the packet. Over 5.8 million dollars was secured in gifts this past year. The process of transferring funds to the Foundation will likely be completed by month end.

v. Board questions/discussion

Jay Livernois said he was glad to see key people, such as Allan Walker Sr., Bill Bentley, and the Wymans being honored through portraits.

**d. Associate Head of School for Enrollment**

i. 2019-2020 Enrollment Report

Associate Head of School for Enrollment Favreau told the group it has been a big summer for unexpected growth in local enrollment and sending towns have been kept informed. The boarding program still has space, and although there are fewer students this year, the average price paid per student has increased. She has seen increases in student numbers from Europe, Spain, and Vietnam. The number of local day students has risen from 4 to 12. This jump is suspected to be (in part) from Kerri Nagle helping these students transition in and our new “express application process.” The group was encouraged to meet new families on Thursday’s move-in day.

ii. Recruitment Goals

Mrs. Favreau hopes to keep making headway into non-Chinese markets to continue growing a diverse boarding population. Future markets include Russia and the Ukraine. The summer tours for incoming ninth graders were very successful. Eighth graders from all sending towns will visit campus on October 8, if any BOT members want to attend events that day.

iii. Other – None.

iv. Board questions/discussion – Several questions were asked and answered.

**e. Head of School Report**

i. 2018-2019 Annual Report

Head of School Sanford described the various components of the annual report. As it was still a draft, the Board was encouraged to point out any possible errors.

ii. Organizational Chart and Staffing Update

An organizational chart provided in the packet was reviewed.

iii. Theory of Action

A draft of this year’s Theory of Action was provided and will need to be endorsed at the October BOT meeting. The Board was asked to read and provide any suggestions or edits before then.

iv. Facilities Study Update

The Buildings and Grounds Committee is working to create a timeline with associated costs



based on the now-complete Facilities Study. Their suggestions for project priorities will be sent to the Finance Committee for funding planning. Head of School Sanford said the biggest issue identified was the rehabilitation and preservation of the Academy building. Issues include water damage around the spire, problems associated with old windows, heating/cooling/air circulation, and work needed on the old stage in A200. These repairs will likely be funded through grant money, fundraising efforts, and tuition revenue. Renovating the Academy building is expected to cost 2-3 million dollars.

v. Other

President Swenson reminded the Board that funding for routine repairs and extraordinary repairs is part of ongoing discussions about establishing a tuition number that combines a fully-loaded tuition number with a capitol project cost

vi. Board questions/discussion – None.

**6. Other Items** – None.

**7. Community Participation** – Megan Bard Morse asked about the method by which sending town BOEs will establish their BOT representation in an election year. Head of School Sanford explained the process and said a letter was being drafted to send to all sending towns on this topic.

**8. Adjournment**

**MOTION:** (Child/Tuttle) To adjourn the meeting at 8:12 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.*





MINUTES OF THE MEETING  
THE WOODSTOCK ACADEMY  
BOARD OF TRUSTEES  
June 16, 2020



These minutes are for  
informational purposes only.

**PRESENT:** Atchinson, Keith (B); Asikainen, Samantha (7:12); Beckwith, Martha; Bellerose, James; Bentley, Cary; Blackmer, Robert; Carabeau, Garry; Child, Barbara; Duvall, Nancy (C); Johnston, Kevin; Kelly, Paul; McGinn, Walter; Morse, David; Paquette, Philippa; Rhynhart, Hans; Samborowski, Len; Swenson, Christine; Teed, David; Trivella, Joan; Tuttle, Brent (P); Young, Scott

**ADMINISTRATION:** Favreau, Amy; Guillot, William; Harten, Michael; Rigney, John; Sandford, Chris; Saucier, Bobbie-Jo; Singleton, Holly; Sturdevant, Jon; Woodland, Julie

**ABSENT WITH NOTIFICATION:** Frankhouser, Hans (W); Higgins, Edwin; Larrow, Jeff; Livernois, Jay

**1. Call to Order**

The meeting was called to order by President Swenson at 7:03 p.m.

**2. Community Participation – None.**

**3. Secretary's Report—**Minutes of March 17, 2020

**MOTION:** (Tuttle/Child) To approve the minutes of March 17, 2020.

Unanimous

**4. Board Reports**

**a. President's Report**

**i. Correspondence**

President Swenson reviewed the packet of correspondence, highlighting thank you letters to administrators for graduation efforts, Head of School awards for the year and for June, scholarship awards for seniors, resignations/retirements/reductions, letters thanking The Academy, and a letter to the Sterling Public Schools that offered more information as they consider The Academy for their students.

**ii. Consider Candidates for Staff Emeritus**

President Swenson recommended that Retirees Jamie Shaw (1988-2020) and James Cournoyer (1993-2020) be considered for the title of Employee Emeritus/a because of their long and exemplary service and significant contributions to The Woodstock Academy community.

**MOTION:** (Morse/Paquette) To confer the honorary title of Employee Emeritus/a to Jamie Shaw and James Cournoyer.

Unanimous

**b. Committee Reports—**There were no questions about the reports provided in packet.

**5. Woodstock Academy Administration Reports**

**a. Associate Head of School for Finance and Operations Report**

**i. 2019-2020—Budget Update**

Interim Associate Head of School Bill Guillot presented a revenue and expense report to the Board, commenting that revenue numbers have trended ahead of the budget this year. On the expense side, the insurance line items were favorable this year.

**ii. Facility Projects Update**

An upcoming site visit will hopefully lead to approval of tax credits on the Academy Building project. Work continues toward upgrading the outdoor lighting on North Campus.

iii. Other – None.

iv. Board questions/discussion – None.

**b. Associate Head of School Report**

i. June Update

Associate Head of School Holly Singleton reviewed her June Update handout. Highlights included:

- The graduation rate for 2020 was 99.6%.
- The Academy received a \$62K grant for public access TV.
- Rebecca Jarvis (W) was a Science National Honor Society scholarship winner.
- Clayton Singleton (E) received a Silver Award in the *Connecticut Student Writers Magazine* contest.
- The Woodstock Academy Teacher of the Year and Staff Person of the Year were awarded to all WA employees for their work during eLearning.
- Kelly Danielson was a featured teacher in the NEATE Winter 2020 Newsletter.
- Holly Singleton was a finalist in the 2020 CAS High School Principal of the Year.
- Val May's article about using the HHMI BioInteractive website during distance learning was published.

ii. Other – None.

iii. Board questions/discussion – None.

**c. Associate Head of School for Advancement**

i. Giving Update

Associate Head of School for Advancement Jon Sturdevant described the new website which will be live by late summer. It will be more user friendly and more admissions focused. Registrations are continuing to arrive for the WA Annual Golf Tournament on August 12. Board members were encouraged to make an annual donation to the Foundation before June 30 to ensure 100% Board participation in annual giving. He offered to help with any questions.

ii. Other – None.

iii. Board questions/discussion – None.

**d. Assistant Head of School for Enrollment**

i. Enrollment Update

Assistant Head of School for Enrollment Amy Favreau provided an enrollment update. At this time, she has enrolled 114 tuition students, 14 of which are day students. Sixty-five students will need to cross a border and most offices that can process an F-1 Visa are currently closed; any open offices take between four days to four weeks to process applications. Available information is uncertain and contradictory, and she is watching developments in higher education closely. Mrs. Favreau is committed to flexibility on arrival times and method of study for students from all over the world; various learning scenarios blend online and in-person learning. Based on various enrollment level scenarios, Head of School Sanford described how the 2020-2021 budget would be impacted.

ii. Other – None.

iii. Board questions/discussion – None.

**e. Head of School Report**

i. Reopening Task Force Whitepaper

Head of School Sanford and Associate Head of School Singleton presented the Reopening Task Force Whitepaper which included participating members, recommendations, conditions for reopening, changes in teaching practice, and sample schedules. It also addressed proposals and expected challenges to delivering instruction, technology, social distancing/cleaning/safety protocols, lunch service, use of non-classroom space, employee work expectations and student support. A list of references was attached. Board discussion ensued. Among other topics, questions



were asked/answered about sports, onboarding new students, COVID testing/protocols, ventilation, transportation, summer school, and faculty staffing.

ii. Residential Life Reopening Whitepaper

Head of School Sanford, Assistant Head of School for South Campus John Rigney, and Director of Health Services Bobbie-Jo Saucier presented the Residential Life Reopening Whitepaper to the Board. The report provided recommendations and addressed challenges in the health services department which included the repopulation and screening of students, reducing the risk of infection, monitoring and quarantining. It made suggestions to address potential problems in the residence halls including living arrangements, wing and dormitory lounges, and cleaning policies. Lastly, the report offered potential modifications to dining halls and food services which included dining hall tables/spacing, meal schedules, sanitizing surfaces, orientation and various student activities. A list of references was attached. Board discussion ensued. Among other topics, questions were asked/answered about pre-arrival/pre-screening of students, PPE, family pods/units within Residential Life, use of “public space,” and creative/safe student activities.

iii. College Acceptance Report

Head of School Sanford’s College Acceptance Report handout represented a sampling of the college acceptances, rejections, and final college selections for The Academy’s Class of 2020. Questions were asked and answered.

iv. Diversity/Inclusion/Equity Plan

Head of School Sanford described The Academy’s plans for developing a comprehensive Diversity/Inclusion/Equity Plan which will be presented to the Board in a whitepaper format with action steps in the fall. It is mandatory for faculty and staff to participate in making these changes. Dr. Harten said department heads are already reviewing curriculum and creating changes. Conversations are taking place about microaggressions. Various proposals will funnel through Board committees such as Student Life and/or the Academic Committee.

v. 2020-2021 Budget Update

This topic was previously addressed during the enrollment update, as various enrollment scenarios were described.

vi. Other – None.

vii. Board questions/discussion – None.

## 6. Other Items

Head of School Sanford updated the Trustees about the “sister school” concept discussed previously, saying a contract is being crafted with an agent to manage the project and we have several possible schools to choose from. As soon as more details are available, they will be shared with the Executive Committee.

More information was shared about the upcoming filming of a Hallmark movie. Among other locations, The Academy’s North and South campuses will be used for scenes in the movie, as well as some students possibly being cast as singers or members of a marching band.

## 7. Executive Session—Head of School’s Review and Compensation

**MOTION:** (Trivella/Tuttle) To enter into Executive Session to discuss the Head of School’s Review and Compensation, inviting all BOT members present and Julie Woodland to attend at 8:44 p.m.

Unanimous

The meeting returned to regular session at 10:06 p.m.

**8. Possible Action Based on Executive Session**

**MOTION:** (Morse/Asikainen) To extend the contract of the Head of School for an additional year and to adjust his total compensation as discussed in Executive Session.

Unanimous

**9. Adjournment**

**MOTION:** (Paquette/McGinn) To adjourn the meeting at 10:07 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.*





August, 2020

Dear Woodstock Academy Community:

We hope this letter finds all members of our community safe and healthy. As we start our 219<sup>th</sup> school year with so many things outside of our control, I am sorry to say we will be continuing with eLearning as we did in the spring.

As we indicated last year, the administration was committed to having students back on campus this fall. We worked tirelessly over the summer developing plans, working with our community partners, meeting with public health and state educational officials, and working through several types of schedules. But in each scenario, we came back to the same question, "Is this the best plan to keep our students and staff safe?" Although the state provided guidelines to open, many of which you have probably heard about, most of them were extremely difficult to accomplish in a high school setting. While all of them were sound recommendations, there was no way we would be able to meet the social distancing guidelines, transportation expectations, cohort parameters, bathroom standards, and classroom structure that would in any way benefit our students. It was not an easy decision, but after watching what is happening in other high schools across the country as they reopen, we made the determination we would start the year by learning from home in order to keep everyone safe.

The Adjustable Instructional Model (AIM) provides our students the best possible way to remain on track and safe during these trying times. Our AIM, which is explained in greater detail in [the handbook addendum](#) creates opportunities for students and staff to meet in person on Wednesdays, when transportation will be provided by the sending towns. (Under most of their models, they are not transporting K-8 students on that day.) While this is in no way ideal, this day will provide a way for students who make arrangements in advance to come to school to receive extra help, work on labs, work out, see a counselor, etc. We encourage all students and families to take some time and read the AIM addendum in the link above.

We are very aware that we are not in this alone and this decision impacts everyone differently. We also know that this unprecedented school year will present unique challenges to our community. You have our word that we will continue to make decisions that place our students and staff in the safest possible situation and we truly hope that our families will help us in this endeavor. The Academy has attendance and academic rules that align with state law. With families and our school working together, we can support our students by fully engaging in the educational process.

We are also making significant advances in the area of social/emotional support. We know during this time our students and families may need more support than is typical. While these plans are not completely finalized yet, please know we are working to increase this area of our program and will provide additional information as it is ready. It is also important to note that we will be offering some form of athletics this year. While it may end up looking different because of the requirements placed on us by the leagues in which we play, we are committed to offering some sort of athletic competition for our students.

Although we plan to use AIM for the first semester, we are also committed to getting our community back on campus as soon as it is safe to do so. If the situation warrants it, we may even be back before the second semester. However, based on what we are seeing in other schools that open, given the lack of real-time public health data provided to us, and with an understanding that some of the state requirements are almost impossible to implement in a secondary school setting, we do not see a return to campus anytime soon. We very much hope to be proven wrong.

We have listed some key dates below. It is important to note, all students and staff will need to follow the health protocols such as wearing a mask and completing a health screening before coming to campus.

### **Professional Development**

Professional development for staff has been scheduled for August 24 and 25 which will be held in person at the Loos Center for the Arts. The schedule is almost complete and will be emailed out to attendees through their school email.

### **Upperclassmen Material Pick-Up**

Upperclassmen should make an appointment to come to school on their assigned day to pick up their supplies for the semester. Each student will have an individual bag made for them that will include all of their books, art supplies, and any other materials they may need based on their schedules. These days are August 26 for seniors, August 27 for juniors, and August 28 for sophomores.

### **Residential Students**

Most residential students, who also received a separate communication, will be moving onto campus on August 31. We have made arrangements for residential students to receive their needed supplies on September 2 during their first week as part of The Academy community.

### **New Students**

All new students, who should have received a separate letter, are expected to attend school on either September 1 (A-L) or September 2 (M-Z), based on their last name. During these days, students will receive the supplies they will need for the first semester, including their iPad.

### **Start of Classes**

Classes begin for everyone on September 3. Our focus will be on establishing a quality classroom community, building relationships, and providing instruction on the technology that will be used during the semester. Curricular instruction will begin on September 8.

In any school setting, there needs to be consistency and stability in order for students to learn and grow. Although this program was developed while considering many possible contingencies, we also know there may be times when we have to adjust something because it is not working, or because circumstances force us to. We will be collecting data from students and families at certain parts of the year through an electronic survey, which will be used to make any needed adjustments. We are all in this together and your voices and perspectives are important. We know this is not ideal for anyone and we all just want to get back to "normal," but we also know that we are not going to deviate from our core values even while we are not on campus.

Our doors are always open, and we hope everyone in our community stays safe and healthy.

In Partnership,



Christopher J. Sandford  
Head of School



Holly G. Singleton  
Associate Head of School





August, 2020

Dear New Students and their Families:

On behalf of the Board of Trustees and staff, we would like to officially welcome the Class of 2024 and all of our new students to The Woodstock Academy community. While we know this year is not starting in the way we all hoped it would, please be assured that we are doing everything in our power to develop an exceptional program for all of our new community members.

We are also aware that this summer was a unique one for all of us. The activities and gatherings we typically would be enjoying have either been postponed or canceled. This goes for The Academy as well. We would normally be scheduling open houses for new students, planning our Family Traditions Day, and hosting many other events to acclimate the new members of our community.

Even though our program is going to be electronically based through eLearning initially, The Academy is still a special place where students will be able to explore and find their passions. Our school, now your school, truly values student voices and expects that each of your unique perspectives will enhance our school community. Whether you are from a sending town, another country or another state, each year we are excited to see the ways you will help strengthen the caring environment that exists on our campuses.

Whether you are learning on campus, at your dining room table, in your dorm room or from a coffee shop, we will continue to provide a safe environment for all members of our community. We are committed to the individual student—a student who comes from a unique background, complete with a variety of experiences. We are fully confident that you will be successful at The Woodstock Academy. Your time as a Centaur will allow you to discover who you are. You will have successes and failures; and I assure you that both will allow you to become a stronger person. Our philosophy mirrors that of Winston Churchill who stated, *"Success is not final, failure is not fatal; it is the courage to continue that counts."*

The information contained in this letter is to ensure that you have a smooth transition into The Academy; so please review the enclosed materials. This year's opening is going to be different than in the past. We are going to divide the new students into three groups and if you are from a sending town, transportation will be provided on these days.


- New day students with last names A through K: 7:30 a.m. – 11:20 a.m., Tuesday, September 1, 2020
- New day students with last names L through Z: 7:30 a.m. – 11:20 a.m., Wednesday, September 2, 2020
- New boarding students will have a separate orientation on Wednesday, September 2<sup>nd</sup>. More details will be provided at check in.


During these times you will be introduced to The Academy staff & program, have some of your questions answered, and receive your iPads & other school supplies, such as books. The first full day of learning for all students will be on September 3<sup>rd</sup>. A copy of the daily schedule is included with this letter.

Our 2020/2021 *Student Handbook* and *Athletic Handbook* are available on our website and will also be downloaded onto each of the iPads issued to students this year. Please review the handbook, as it should answer all questions related to academic and behavior expectations.

With the current reality, we are asking any family member who has questions to please contact Mrs. Singleton at [hsingleton@woodstockacademy.org](mailto:hsingleton@woodstockacademy.org). We look forward to seeing all of you in a few short weeks.

Sincerely,

  
Christopher J. Sandford  
Head of School

  
Holly G. Singleton  
Associate Head of School



August 17, 2020

Ms. Sara Hunt  
23 R and R Park  
Dayville, CT 06241

Dear Ms. Hunt:

Mrs. Singleton has made me aware of your August 4, 2020 resignation from your position as a math and science teacher. This is to notify you that I accept your resignation on behalf of The Woodstock Academy Board of Trustees.

The Board of Trustees, administration, faculty, staff, and community thank you for your dedication to our students. Your contributions as a science teacher have enriched the lives of Academy students, and we wish you all the best in your future endeavors.

Sincerely,

Christopher Sandford  
Head of School

*Thank you for  
your support over this  
past year!  
Good luck!*

Cc: Board of Trustees

Holly Singleton, Associate Head of School

Michael Susi, Associate Head of School for Finance and Operations

Melany Gronska, Science Department Chair

Lori Wajer, Director of Human Resources

Employee File



August 17, 2020

Mr. David Sturdevant  
57 Academy Road, South Campus  
Woodstock, CT 06281

Dear Mr. Sturdevant:

I am in receipt of your resignation letter from your position as an English teacher dated August 6, 2020. This is to notify you that I accept your resignation on behalf of The Woodstock Academy Board of Trustees.

The Board of Trustees, administration, faculty, staff, and community thank you for your dedication to our students. Your contributions as an English teacher have enriched the lives of Academy students, and we wish you all the best in your future endeavors.

Sincerely,

Christopher Sandford  
Head of School

*Thank you...  
You will always  
be a part of  
our community!*

Cc: Board of Trustees  
Holly Singleton, Associate Head of School  
Michael Susi, Associate Head of School for Finance and Operations  
Rich Telford, English Department Chair  
Lori Wajer, Director of Human Resources  
Employee File





August 17, 2020

Mrs. Lauren Herlihy  
38 Ojala Road  
Woodstock, CT 06281

Dear Mrs. Herlihy: *Lauren:*

I am in receipt of your resignation letter from your position as school nurse dated August 10, 2020. This is to notify you that I accept your resignation on behalf of The Woodstock Academy Board of Trustees.

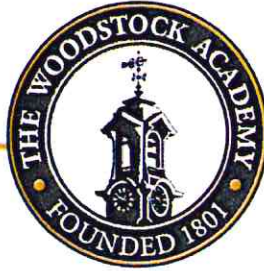
The Board of Trustees, administration, faculty, staff, and community thank you for your dedication to our students. Your contributions as a school nurse have enriched the lives of Academy students, and we wish you all the best in your future endeavors.

Sincerely,

Christopher Sandford  
Head of School

*Thank you!  
You will be  
missed!  
Congratulations on your  
new appointment.*

Cc: Board of Trustees  
Holly Singleton, Associate Head of School  
Michael Susi, Associate Head of School for Finance and Operations  
Bobbie-Jo Saucier, Director of Health Services  
Lori Wajer, Director of Human Resources  
Employee File



August 11, 2020

Woodstock Water Pollution Control Authority  
Woodstock Town Hall  
415 Route 169  
Woodstock, CT 06281

Dear WPCA Board:

I hope this letter finds you all safe and healthy. Serving on a municipal board is sometimes thankless, and I want to applaud all of your efforts on behalf of the Woodstock community—particularly in this time of uncertainty.

I wanted to respond to your letter dated July 29, 2020 concerning the possibility of a flow meter being installed on town property and the fact that we would be charged for the work of the town engineer. This letter shall serve as notice that The Academy will not be moving forward with the project. As you are aware, our sewer assessment increased by \$8,234.16 last year, which has forced us to make some adjustments to our budget. While this did not impact this year's tuition rate to the sending towns, with the current pandemic realities we do not think it is prudent to undertake any projects which will further increase our sewer assessment and possibly tuition.

While this would have been a great project to partner with the WPCA on, we will not be moving forward at this time.

Please stay safe and my door is always open if you have any additional questions.

Sincerely,

Christopher Sandford  
Head of School

Cc: The Woodstock Academy Board of Trustees  
Michael Susi, Associate Head of School for Finance and Operations



# TOWN OF WOODSTOCK

415 ROUTE 169  
WOODSTOCK, CONNECTICUT 06281-3039  
WWW.WOODSTOCKCT.GOV



July 29, 2020

ASSESSOR  
860-928-6929

BUILDING  
860-928-1388

HIGHWAY  
860-974-0330

INLAND/WETLANDS  
860-928-1388

PLANNING & ZONING  
860-963-2128

RECREATION  
860-928-3396

SELECTMEN  
860-928-0208

TAX COLLECTOR  
860-928-9469

TOWN CLERK  
860-928-6595

TREASURER  
860-928-5935

FAX #  
860-963-7557

Mr. Christopher J. Sandford  
Head of School  
Woodstock Academy  
57 Academy Road  
Woodstock, CT 06281

Dear Mr. Sandford:

On behalf of the WPCA Board, I am writing to determine if Woodstock Academy is anticipating any additional quotes for the flow meter project. The Board is currently aware of a proposal from Neponset Controls in an email dated March 30, 2020 from Thomas Cummins. Should the Academy proceed with the project and secure its preferred vendor, formal notification to the WPCA would be necessary at that time.

Upon receipt of Woodstock Academy's submittal, the WPCA Board will forward the project proposal to the Town engineer for a full review and recommendation. Expenses associated with the engineering review will be absorbed by Woodstock Academy.

We look forward to hearing from you.

Best regards,

Cynthia Goodwin Brown  
Executive Administrator  
Woodstock Water Pollution Control Authority

c: WPCA Board





210 Westcott Road  
Danielson, CT 06239

Phone: 860-774-8001  
Fax: 860-774-4299

info@nectchamber.com

The Woodstock Academy  
Mr. Chris Sandford  
57 Academy Road  
Woodstock, CT 06281

Dear Mr. Sandford,

On behalf of the entire Northeastern Connecticut Chamber of Commerce Board of Directors, I would like to extend my thanks for the payment of your membership fee. Your support through annual dues and your participation through various chamber activities assures representation for you and your business. Kindly find your annual plaque sticker attached below.

Sincerely,

Elizabeth M. Kuszaj  
Executive Director

2020

**Check out these FREE Zoom Platform Lunch & Learn Workshops:**

**RSVP** by calling 860-774-8001 or email to [Betti@nectchamber.com](mailto:Betti@nectchamber.com)

**The Importance of an Annual Physical - A Health & Wellness Program with Dr. Joseph Botta -**  
**July 29, 2020 from 12-1 pm**

**Key Strategies for Retirement Planning - James Zahansky of Weiss, Hale & Zahansky Strategic**  
**Wealth Advisors- August 5, 2020 from 12-1 pm**

**Ten Tips You Should Know About Your iPhone - presented in partnership with Wireless Zone of**  
**Killingly, Putnam and North Windham - August 12, 2020, 12-1 pm**

**Estate Planning- Attorney Pat Prue and Attorney Ailla Wastrom-Evans of The Prue Law Group**  
**August 19, 2020, from 12-1**

July 4, 2020

Dear Mr. Sanford, Mrs. Singleton, and the Woodstock Academy faculty,

I am writing to formally thank you for the generous Donald B. and Hope K. Williams Scholarship and the Susan Dorrance Gordan Scholarship, as well as for the confidence you showed in me by awarding me the prestigious Yale Cup. I was very happy and appreciative to learn that I was selected as the recipient of these awards.

I have had a great experience at the academy for the past four years, and while we couldn't celebrate graduation the way we had planned, I think the academy did a great job to still give us some kind of ceremony while following social distancing guidelines. Thank you for all the hard work you put in to make that all possible.

In the fall, I will be majoring in physics at Brown University with hopes of becoming a theoretical physicist at a research university. The financial assistance you provided will be of great help to me in paying my educational expenses, and it will allow me to concentrate more of my time for studying and giving back to the community.

Thank you again for your generosity and support. I promise you I will work very hard and continue to give back to others, in honor of the scholarships and Yale Cup you have awarded me.

Sincerely,

A handwritten signature in cursive script that reads "Nathan Craig".

Nathan Craig

195 County Rd

Woodstock, CT 06281



July 10, 2020

Ms. Erica Caouette  
Director of Pupil Services  
Pomfret Community School  
20 Pomfret Street  
Pomfret Center, CT 06259

Dear Ms. Caouette:

On behalf of our entire Woodstock Academy community, I want to offer you congratulations on your new role as Director of Pupil Services for the Pomfret Board of Education. It is a pleasure to welcome you to our educational partnership.

The Academy values its longstanding relationship with Pomfret Public Schools and is proud of the successes that generations of Pomfret's students have enjoyed at The Academy. We are dedicated to continuing our mission, "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."

As part of our commitment to maintaining close relationships with our educational partners, I look forward to our meeting and campus tour scheduled for July 23<sup>rd</sup> at 2:00 p.m. It will be nice to share some of the wonderful accomplishments of our students.

Congratulations, and we are delighted to have the opportunity to partner with you.

Sincerely,

Christopher J. Sandford  
Head of School

Cc. Board of Trustees, The Woodstock Academy  
Superintendent, Pomfret Public Schools  
Board of Education, Pomfret Public Schools





July 9, 2020

Ms. JoAnn Johnson  
P.O. Box 214  
Canterbury, CT 06331

Dear Ms. Johnson:

We hope you are well and enjoying these first few days of your retirement!

Enclosed is your "Woodstock Academy Gold Card," which entitles you to free admission to all on-campus student athletic events and student performances at The Woodstock Academy. As previously mentioned, this honor is only given to individuals of The Woodstock Academy after long and exemplary service.

We wish you an infinite number of happy and healthy days during your retirement. Your extraordinary and significant contributions to The Academy community are greatly appreciated now and always.

Sincerely,

Christopher J. Sandford  
Head of School

Cc. Board of Trustees  
Employee File



July 9, 2020

Ms. Susan LaGrow  
106 Chestnut Hill  
Dayville, CT 06241

Dear Ms. LaGrow:

We hope you are well and enjoying these first few days of your retirement!

Enclosed is your "Woodstock Academy Gold Card," which entitles you to free admission to all on-campus student athletic events and student performances at The Woodstock Academy. As previously mentioned, this honor is only given to individuals of The Woodstock Academy after long and exemplary service.

We wish you an infinite number of happy and healthy days during your retirement. Your extraordinary and significant contributions to The Academy community are greatly appreciated now and always.

Sincerely,

Christopher J. Sanford  
Head of School

Cc. Board of Trustees  
Employee File

Dear Mr. Sanford,

Thank you so much for not only an amazing four years at the Academy, an unforgettable Academic Committee experience, and for standing outside in the blazing heat just so that my fellow classmates and I could get an elbow bump on our graduation day, but for the Yale Honor Cup and the Donald B. & Hope K. Williams Scholarship. I am so thankful and so honored to have been selected for these amazing and prestigious awards. I hope to continue making the Academy proud. To paraphrase my mother at that Board of Ed meeting 4 years ago, take good care of my sister for me. Stay safe, and stay healthy. Once again, thank you. Sincerely,  
Chloe A





July 8, 2020

James Cournoyer  
73 Quinebaug Road  
North Grosvenordale, CT 06255

Dear Mr. Cournoyer:

We hope you are well and enjoying these first few days of your retirement!

Enclosed is your Employee Emeritus certificate. As previously mentioned, this honor is only given to individuals of The Woodstock Academy after long and exemplary service. Also enclosed is your "Woodstock Academy Gold Card," which entitles you to free admission to all on-campus student athletic events and student performances at The Woodstock Academy.

We wish you an infinite number of happy and healthy days during your retirement. Your extraordinary and significant contributions to The Academy community are greatly appreciated now and always.

Sincerely,

Christopher J. Sanford  
Head of School

Cc. Board of Trustees  
Employee File



July 8, 2020

Jamie Shaw  
89 Blair Drive  
Holden, MA 01520

Dear Ms. Shaw:

We hope you are well and enjoying these first few days of your retirement!

Enclosed is your Employee Emerita certificate. As previously mentioned, this honor is only given to individuals of The Woodstock Academy after long and exemplary service. Also enclosed is your "Woodstock Academy Gold Card," which entitles you to free admission to all on-campus student athletic events and student performances at The Woodstock Academy.

We wish you an infinite number of happy and healthy days during your retirement. Your extraordinary and significant contributions to The Academy community are greatly appreciated now and always.

Sincerely,

Christopher J. Sanford  
Head of School

Cc. Board of Trustees  
Employee File



# Putnam Rotary Club

Service Above Self • One Profits Most Who Serves Best

P.O. BOX 604 Putnam, CT 06260

CLUB# 6507 | ORGANIZED 1923

MEETINGS: TUESDAY 12:15 PM

June 22, 2020

Christopher Sandford  
Woodstock Academy  
57 Academy Rd  
Woodstock CT 06281



Dear Headmaster Sandford:

Congratulations to your students on their achievements. Enclosed you will find their awards.

Yours truly,

A handwritten signature in black ink that reads "Jay".

Jay Byrnes  
Program Chairman





# Thank You

**RECEIVED**

**JUL 07 2020**

Over the last few months, the COVID-19 pandemic caused international shortages of critical personal protective equipment (PPE), leaving healthcare workers at risk and small community hospitals like ours at an extreme disadvantage. In the true spirit of humanity and solidarity, members of our local community and beyond stepped in to help.

Thank you for being a part of the solution with your generous donation of PPE. You were instrumental in helping to keep our colleagues, patients and families safe during these unprecedented times.

The impact of your generosity and thoughtful consideration for the health and welfare of our healthcare workers and community is immeasurable. Thank you on behalf of us all!

With sincere gratitude,

*Kristen*

**Kristen Willis, Director of Development**

*Thank you from the bottom of  
our hearts - your contribution  
has meant more than  
you could ever  
imagine.*



June 23, 2020

Mrs. Susan Lovegreen  
379 North Bigelow Road  
Hampton, CT 06247

Dear Mrs. Lovegreen:

I am in receipt of your resignation letter as a science department head dated June 22, 2020. You have stated you will help to transition the new department chair in 2020-2021. This is to notify you that I accept your resignation as a science department head on behalf of The Woodstock Academy Board of Trustees.

The Board of Trustees, administration, faculty, staff, and community thank you for your dedication to our students and for your service in the science department. Your contributions as a science department chair have positively impacted Academy students, and we appreciate all your efforts.

Sincerely,

Christopher J. Sanford  
Head of School

Cc: Board of Trustees  
Holly Singleton, Associate Head of School  
Dr. Michael Harten, Dean of Academics  
Lori Wajer, Director of Human Resources  
Employee File



June 22, 2020

Mr. Steven Rioux  
Canterbury Public Schools  
45 Westminster Road  
Canterbury, CT 06331

Dear Mr. Rioux:

On behalf of our entire Woodstock Academy community, I want to offer congratulations on your appointment as Superintendent of Schools for Canterbury, Connecticut. Families from your district are respected and integral educational partners with The Woodstock Academy.

The Academy values its longstanding relationship with the Canterbury community. The Woodstock Academy Mission is to prepare *“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.”* Canterbury students significantly contribute to the success of The Academy.

As part of our commitment to maintaining close relationships with our educational partners, I want to extend an invitation to meet with you, at your convenience, to provide a tour of our campuses and share all the wonderful accomplishments of our students.

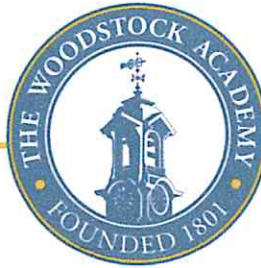
We offer our best wishes to you. Please do not hesitate to contact us if we can be of any assistance.

Sincerely,

Christopher J. Sandford  
Head of School

Cc: Board of Trustees  
Nancy Duvall, Canterbury Board of Education Chair





June 22, 2020

James Connelly, Superintendent  
Canterbury Public Schools  
45 Westminster Road  
Canterbury, CT 06331

Dear Mr. Connelly:

Thank you for your service to Canterbury! I have enjoyed working with you over the last many months, on both a professional and personal level. Your efforts on behalf of Canterbury's students have been exemplary and you will certainly be missed.

We hope to continue developing our integral educational partnership with Canterbury under the leadership of Steven Rioux. Our relationship with Canterbury is respected and valued.

As you begin your next chapter, best wishes for many pleasant and relaxing days ahead.

Sincerely,

Christopher J. Sandford  
Head of School

Cc: Board of Trustees  
Nancy Duvall, Canterbury Board of Education Chair



June 22, 2020

James Cournoyer  
73 Quinebaug Road  
North Grosvenordale, CT 06255

Dear Mr. Cournoyer:

At its June 16, 2020 meeting, The Woodstock Academy Board of Trustees voted to award you the designation of Staff Emeritus.

The honor of emeritus status is intended as a special honor for The Woodstock Academy employees who served with great distinction. This is an honorific title given to individuals for their long and exemplary service to The Academy in recognition of their extraordinary and significant contributions to The Academy community.

When selected, the Employee Emeritus/a will:

1. Be bestowed a certificate of conferred title by the Board of Trustees.
2. Have lifetime inclusion of name on The Woodstock Academy website and on campus under the respective designation.
3. Have a standing invitation to all future faculty and school events at The Woodstock Academy.

You have demonstrated a commitment to excellence and a willingness to accept the challenges presented to you during your tenure at The Academy. You have excelled as an active participant in The Academy community through service to others and as a leader.

On behalf of our entire Woodstock Academy community, congratulations!

Sincerely,

Christopher J. Sanford  
Head of School

Cc. Board of Trustees  
Employee File



June 22, 2020

Jamie Shaw  
89 Blair Drive  
Holden, MA 01520

Dear Ms. Shaw:

At its June 16, 2020 meeting, The Woodstock Academy Board of Trustees voted to award you the designation of Staff Emerita.

The honor of emeritus status is intended as a special honor for The Woodstock Academy employees who served with great distinction. This is an honorific title given to individuals for their long and exemplary service to The Academy in recognition of their extraordinary and significant contributions to The Academy community.

When selected, the Employee Emeritus/a will:

1. Be bestowed a certificate of conferred title by the Board of Trustees.
2. Have lifetime inclusion of name on The Woodstock Academy website and on campus under the respective designation.
3. Have a standing invitation to all future faculty and school events at The Woodstock Academy.

You have demonstrated a commitment to excellence and a willingness to accept the challenges presented to you during your tenure at The Academy. You have excelled as an active participant in The Academy community through service to others and as a leader.

On behalf of our entire Woodstock Academy community, congratulations!

Sincerely,

Christopher J. Sandford  
Head of School

Cc. Board of Trustees  
Employee File





June 22, 2020

Ms. Susan Lloyd  
The Woodstock Fair  
P.O. Box 1  
South Woodstock, CT 06267

Dear Ms. Lloyd:

On behalf of the entire Woodstock Academy community, I want to thank you for your commitment to our students as we wrapped up this extraordinary and unique year. Your planning, organization and creativity for our Celebration Parade allowed us to provide our graduating students with an experience that was second to none.

Watching the smiles on the faces of the students and seeing the emotion on some of their parents' faces as they drove by to the sounds of cheering from the staff was a wonderful experience for us all. It really demonstrated the true "Academy difference." Through your efforts, we were able to turn what could have been a horrible experience into a memorable celebration.

The Academy, the class of 2020 and the larger Academy community owes you a debt of gratitude.

Please have a healthy and enjoyable summer.

Thank you,

Christopher J. Sanford  
Head of School

Cc: Board of Trustees  
Amy Favreau, Assistant Head of School for Enrollment

**MINUTES OF THE MEETING**  
**THE WOODSTOCK ACADEMY**  
**BOARD OF TRUSTEES**  
**ACADEMIC COMMITTEE**  
**June 8, 2020**



These minutes are for  
informational purposes only.

**PRESENT:** Child, Barbara; Paquette, Philippa; Harten, Michael; May, Val; Musko, Jason; Walley, David; Arends, Alyssa (alternate); Ignacio, Joey; Pan, Jingy (Jane); Sandford, Chris (6:33); Singleton, Holly; Woodland, Julie

**ABSENT WITH NOTIFICATION:** Young, Scott

**1. Call to Order**

The meeting was called to order by Committee Chair Paquette at 5:33 p.m.

**2. Community Participation – None.**

**3. Secretary's Report—Minutes of March 9, 2020**

**MOTION:** (Harten/May) To approve the minutes of March 9, 2020. All voted Yes except for Committee Chair Paquette, who abstained.

Motion passes

**4. Approve Committee Charter**

**MOTION:** (Singleton/Musko) To approve the Academic Committee Charter as presented.

Unanimous

**5. Select Two New Student Members**

Joey Ignacio (grade 11), Jane Pan and Alyssa Arends (both, grade 12) were thanked for their contributions to the Academic Committee. After review and discussion, the following students were selected to be invited to serve on the Academic Committee in 2020-2021: Joey Ignacio (full member, grade 11), Alina Michalski (alternate member, grade 11), and Leah Castle (full member, grade 10). Dr. Harten planned to notify and welcome the new committee members.

**6. Review Grading Policy and Procedures Adjustments**

Associate Head of School Singleton and Dr. Harten explained and reviewed the second semester final grading options offered to students in good standing as a result of eLearning during second semester. Students will be able to (1) keep their current grade; (2) choose their 3<sup>rd</sup> quarter grade as a final grade; or, where their average is 60 or above, (3) select "Pass" for the final assessment (not calculated into GPA). Strategies and guidelines for students with incompletes or late assignments were also discussed. There is a possibility that not 100% of students in grade 12 will graduate this year.

**7. Review Task Force's Proposed Schedules and Learning Guidelines**

Associate Head of School Singleton and Dr. Harten presented information generated by the Reopening Task Force. From the faculty perspective during the recent eLearning experience, the organizational requirements and self-care opportunities were challenging. Students were praised for making eLearning successful through extra effort and patience. A "blended learning" proposal was discussed, where student education takes place from home and/or from school for at least two days each week. In-person classes are believed to better meet the needs of the "whole child's" social and emotional health in addition to academics. The class schedules proposed by the task force were positively received noting the extra class length and extra break periods. The Academy's investment in Canvas was commended as a versatile and comprehensive tool. As an independent high school, The Academy should be able to offer much more than a typical public high school—unless the state forces all schools to offer the same experience in the interest of equity. In-depth discussion included transportation challenges (financial/physical distancing/staggered

arrivals/etc.) from sending towns, ventilation in classrooms, travel between classes, shuttle busing, speculation about what the state might mandate, and the financial strain to provide adequate safety measures campus wide. Jane Pan made some suggestions about class scheduling times and how best to help students taking classes from other countries/time zones meet academic requirements. Alyssa Arends thanked the group for all the extra effort to provide a quality experience this past spring—particularly when she compared her experiences to those of friends in other area schools. Val May expressed concern that if students from only certain grades attended class on specific days, the possibility exists for only one or two students to be taking an in-person class. Creating equitable student schedules will be a challenge over the summer and conversations will continue as more information comes available.

## **8. Other**

Academic Committee members thanked seniors Jane Pan and Alyssa Arends for their hard work and insight and wished them great success in their future endeavors.

## **9. Adjournment**

**MOTION:** (Harten/Child) To adjourn the meeting at 6:45 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.*



**MINUTES OF THE MEETING  
THE WOODSTOCK ACADEMY  
BOARD OF TRUSTEES  
BUILDINGS AND GROUNDS  
COMMITTEE  
May 11, 2020**



These minutes are for  
informational purposes only.

**PRESENT:** Bellerose, Jim; Blackmer, Robert; Morse, David; Rhynhart, Hans; Guillot, Bill; Sandford, Chris; Sturdevant, Jon; Woodland, Julie

**ABSENT WITH NOTIFICATION:** Carabeau, Garry

**1. Call to Order**

The meeting was called to order by Chairman Blackmer at 6:31 p.m.

**2. Community Participation – None.**

**3. Secretary's Report—Minutes of March 9, 2020**

**MOTION:** (Morse/Bellerose) To approve the minutes of March 9, 2020.

Unanimous

**4. Approve Committee Charter**

The edited committee charter was briefly reviewed.

**MOTION:** (Morse/Bellerose) To approve the Buildings & Grounds Committee Charter as presented.

Unanimous

**5. Academy Building Update**

Interim Associate Head of School for Finance and Operations Guillot provided an update about the Academy Building project. Part Two of the project was submitted last week for review and questions, with 30 days to respond. Part Three is an itemized budget for the project. Once phase two is approved, we can move forward with work to the tower this summer. Unknowns include how the ramp on the back side will impact the expected tax credits. We hope to receive affordable bids and will wait until we have final numbers before moving forward with the Buildings & Grounds Committee.

**6. Parking Lot Lighting Update**

Head of School Sandford and Interim Associate Head of School for Finance and Operations Guillot updated the group about the parking lot lighting project on North Campus. Under the public safety umbrella, this type of lighting should be exempt from requiring Zoning approval. Woodstock's First Selectmen Jay Swan plans to confirm. Two lighting companies recently walked the site and made a proposal for (downward) sidewalk lighting, timers, and other affordable, safety lighting options. Once received, proposals will be submitted to the B&G Committee before moving forward.

**7. Insurance Claim Update**

Interim Associate Head of School for Finance and Operations Guillot said the insurance claim in question was from the wind and wiring incident earlier this year that damaged the boiler, pump, etc. on North Campus. The cost to repair/replace this equipment came to about \$13K. Since the damage was caused by an Eversource wiring/connection error, our insurance company was able to recover our \$5K deductible from Eversource.

On May 6, a small grease fire occurred in a residential apartment on South Campus. Damage was caused in the apartment, common area, shower and to various sections of carpet. An adjuster has been sent, and our deductible will again apply.

### **8. Summer Projects and Planning**

Head of School Sandford and Interim Associate Head of School for Finance and Operations Guillot listed the following projects scheduled to occur this summer:

- North—roofing work on the auditorium and library (wind damage—insurance claim)
- North—Founders Court (pavers, tree work, gutters)
- North—Academy Building tower
- South—well system
- North and South—painting projects

Committee Chair Blackmer asked for periodic updates on project status.

### **9. Other – None.**

### **10. Community Participation**

- David Morse commented how good the parking lot on North Campus looked with the trees and brush trimmed.
- Head of School Sandford mentioned that Board member Hans Frankhouser is donating a significant amount of bark mulch to be used to landscape North and South Campus.

### **11. Adjournment**

**MOTION:** (Bellerose/Morse) To adjourn the meeting at 7:01 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.*



**MINUTES OF THE MEETING**  
**THE WOODSTOCK ACADEMY**  
**BOARD OF TRUSTEES**  
**EXECUTIVE COMMITTEE**  
**May 6, 2020**



These minutes are for  
informational purposes only.

**PRESENT:** Asikainen, Samantha (7:05); Blackmer, Robert; Duvall, Nancy (C); Frankhouser, Hans (W); Kelly, Paul; McGinn, Walter; Morse, David; Paquette, Philippa; Samborowski, Len (7:41); Swenson, Christine; Teed, David; Trivella, Joan; Tuttle, Brent (P @7:48); Favreau, Amy; Guillot, William; Rigney, John; Sandford, Chris; Singleton, Holly; Sturdevant, Jon; Woodland, Julie  
**ABSENT WITH NOTIFICATION:** Atchinson, Keith; Higgins, Edwin  
**GUESTS:** Megan Bard Morse

**1. Call to Order**

The meeting was called to order by Chairman Swenson at 7:04 p.m.

**2. Community Participation – None.**

**3. Secretary's Report—Minutes of April 1, 2020**

**MOTION:** (Trivella/Paquette) To approve the minutes of April 1, 2020 as presented. All voted Yes except for Hans Frankhouser, who abstained. Motion passes

**4. Correspondence**

Head of School Sandford reviewed the correspondence which was included in the packet. Highlights included a letter to Senator Joe Courtney, various employment letters, Head of School Award letters, Student Life Committee letters to students, various sympathy letters, letters to/from Pomfret Public Schools about tuition, and a letter from Board Secretary Paquette thanking Joe Musumeci for his service on the Board of Trustees.

**5. Committee Reports**

Assorted committee reports were available for review and discussion. No questions were asked.

**6. Academic Update**

Associate Head of School Singleton reviewed her Academic Update handout with the group. Topics included:

- Proposed language added to the bottom of all transcripts
- Changes to grading related to academic practices, late work, and semester grades
- Third quarter grading considerations
- Homework expectations
- Policy adjustments for late work
- End of semester grading

The rationale behind any changes was provided. Board discussion focused on the Re-opening Task Force, led by Mrs. Singleton. Questions included AP and SAT testing as well as a question about the charge of the task force. Associate Head of School Singleton highlighted how important high-quality faculty-student relationships are to student engagement. She listed and thanked the members serving on the task force.



## **7. Development Update**

Associate Head of School for Advancement Sturdevant provided a development update, noting:

- The Annual Golf Tournament is still on track for August.
- Alumni weekend is now targeted for May 2021.
- Concerts in the Loos Center have been postponed.
- Travel for development and recruitment will resume when conditions are safer.
- The Beagary Investment Grants & Scholarships (BIGS), in collaboration with the E.E. Ford Foundation, has made funding available to support areas of student-learning and enrichment that enhances and expands curricular studies. Mrs. Singleton, Dr. Harten and Mr. Walley have been in charge of managing faculty requests for those funds.
- Finance Committee Chair Paul Kelly was thanked for creating The Academy's first charitable remainder unitrust (CRUT) to benefit The Woodstock Academy Foundation.

## **8. Enrollment Update**

Assistant Head of School for Enrollment Favreau reviewed her Enrollment Update handout which included financial projections for the boarding program and non-sending town day student population, current enrollment challenges, and various enrollment plans and marketing strategies. She provided an overview of the boarding program since March. Current areas of focus include international students, domestic students and 5-day boarding students. Virtual tours and virtual open houses are planned. Flexibility with return dates, providing summer housing, and creating an academic/room & board sliding scale or applying account credits where needed are some of the steps to aid new and returning students. Our partnership with a high school in China and summer programs for Chinese middle/high school students are still on track.

## **9. Financial Update**

Interim Associate Head of School for Finance and Operations Guillot said paperwork was submitted today for the Academy Building project and the tax credit could potentially cover 25% of the project cost. Once it's approved, bids will go out. Head of School Sandford explained that although some layoffs occurred in March and the PPP loan funding came through (preventing additional layoffs in 2019-2020), it is probable that more program and staffing cuts will be required in the 2020-2021 budget because of the uncertainty around the number of students on campus.

## **10. June Meeting Agenda**

Topics for the full Board of Trustees meeting in June will include a review of the 2019-2020 school year, a discussion of scenarios for fall's return to school, an academic update from Mrs. Singleton, feedback on eLearning, and a more detailed budget discussion. The executive session of the June meeting will, at minimum, cover the Head of School's review. Questions and discussion included credits to boarding student accounts, financial support from local/state/federal sources for necessary COVID modifications, the need for personal contact between teachers and students, and the use of social media to disseminate WA information. Mrs. Favreau provided an overview of end-of-the-year plans such as prom and graduation and Mr. Sturdevant discussed scholarships for seniors. Board Chair Swenson said she couldn't ask for a better administrative team and thanked everyone for a wonderful job during these very challenging times.

## **11. Other Items – None.**

## **12. Executive Session**

### **a. Personnel**

### **b. Head of School's Review**

**MOTION:** (Paquette/Tuttle) To enter into Executive Session to discuss Personnel and the Head of School's Review, inviting Head of School Sanford and Julie Woodland to attend, at 8:08 p.m.

Unanimous

The following people left the meeting at 8:09 p.m.

Asikainen, Samantha; Bard Morse, Megan; Favreau, Amy; Guillot, William; McGinn, Walter; Morse, David; Rigney, John; Samborowski, Len; Singleton, Holly; Sturdevant, Jon

The meeting returned to regular session at 8:38 p.m.

**13. Possible Action** – None.

**14. Adjournment**

**MOTION:** (Blackmer/Paquette) To adjourn the meeting at 8:38 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.*





**MINUTES OF THE MEETING**  
**THE WOODSTOCK ACADEMY**  
**BOARD OF TRUSTEES**  
**FINANCE COMMITTEE**  
**June 8, 2020**



These minutes are for  
informational purposes only.

**PRESENT:** Beckwith, Martha; Bentley, Cary; Duvall, Nancy (7:03); Frankhouser, Hans; Kelly, Paul; Guillot, Bill; Sandford, Chris; Singleton, Holly; Woodland, Julie

**ABSENT WITH NOTIFICATION:** Atchinson, Keith; Sturdevant, Jon; Teed, David; Tuttle, Brent

**GUESTS:** Michael Susi

**1. Call to Order**

The meeting was called to order by Chairman Kelly at 7:00 p.m.

**2. Community Participation – None.**

**3. Secretary's Report—Minutes of May 11, 2020**

**MOTION:** (Beckwith/Frankhouser) To approve the minutes of May 11, 2020.

Unanimous

**4. 2019-2020 Budget Update**

Interim Associate Head of School for Finance and Operations Guillot reviewed detailed revenue and expense reports with the committee, saying overall revenue numbers were up 2%. We have received all expected revenue items, including some tuition money for next year and \$63K of expected security grant funds. Other expected revenue funds include a pending real estate sale, capital assessment funds, approximately \$45K in deposited funds from various forfeited accounts. Although 2019-2020 will be better than expected, the number of projects begun against only one year of capital assessment fees, along with construction costs paid ahead of future reimbursements, doesn't make it seem as good. Health insurance costs were reasonable in 2019-2020 and it is hoped we will be as lucky next year. Other possible real estate sales may also positively impact next year's budget.

**5. 2020-2021 Budget Update**

The budget for 2020-2021 went from approximately \$23M to \$19M. Thanks to the hard work of Amy Favreau and her department, tuition revenue was projected to be \$2.4M and we should receive \$2.45M. When Committee Chair Kelly compared 19-20 to 20-21, it was agreed that spending will still need to stay tight despite the PPP grant money. Some supplies were purchased and not used, making them available for use in 2020-2021. With all the uncertainties related to COVID-19 this fall, areas such as sports, food service, supplies, and deferred loan payments necessitate a fluid financial forecast.

**6. Real Estate Update**

Head of School Sandford reported that of the three properties in discussion, one was on track to close at the end of the month, one was targeted to list by mid-September, and one would be vacated within the month and then listed for sale.

**7. Other**

- Despite COVID, the Merrill Lynch account is now over the level it was in January.
- We've received good rates for liability and worker's compensation insurance for 2020-2021 and hope to receive good rates for possible cyber-insurance.

- Head of School Sanford and Finance Committee members thanked Interim Associate Head of School for Finance and Operations Guillot for his many daytime and nighttime hours over the last two years managing the business office.
- Interim Associate Head of School for Finance and Operations Guillot thanked everyone present for their unflagging support.

## **8. Adjournment**

**MOTION:** (Bentley/Beckwith) To adjourn the meeting at 7:29 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.*



**THE WOODSTOCK ACADEMY**  
**BUDGET SUMMARY**  
**2020 - 2021**

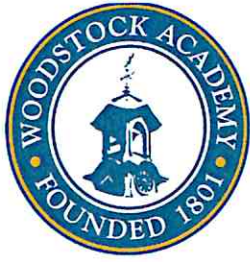


REVENUE		
<i>Category</i>	<i>Proposed Amount</i>	
Sending town's regular tuition	\$	14,762,000
Sending town's special education subsidy	\$	1,052,664
Sending town's capital improvement assessment	\$	472,384
Private boarding tuition/fees	\$	2,250,000
Private day tuition	\$	150,000
Private tuition capital improvement assessment	\$	48,800
Private boarding medical insurance	\$	200,000
Tutoring Services	\$	65,000
Facility Use	\$	30,000
Other Revenue	\$	50,000
Real Estate Sales		700,000.00
<b>Total Budgeted Revenue</b>	<b>\$</b>	<b>19,780,848</b>

EXPENDITURES		
<i>Category</i>	<i>Proposed Amount</i>	
Employee Salaries & Stipends	\$	10,923,855
Employee Benefits	\$	2,749,453
Professional/Contracted Services	\$	700,950
Instructional	\$	886,945
Professional Development	\$	68,000
Transportation	\$	225,000
Equipment	\$	240,810
Insurance/Legal	\$	535,492
Facility Maintenance	\$	804,200
Utilities	\$	842,880
Food Service	\$	561,000
Admissions/Recruitment	\$	159,000
Agency Fees	\$	300,000
Debt Service	\$	945,706
Capital Improvements	\$	415,000
Reserve	\$	68,000
<b>Total Budgeted Expenditures</b>	<b>\$</b>	<b>20,426,291</b>







## August Updates from the Associate Head of School

### What is Happening...

#### Opening of School

- eLearning Monday, Tuesday, Thursday, Friday
  - Schedule modified as recommended by the Task Force's June report (1-hour classes beginning at 9 AM with 15-minute transition breaks)
- Wednesdays
  - Office hours, and
  - In-person, pre-approved opportunities for extra help, interventions, special events, testing, meetings with social workers college counseling, club activities, athletics.
  - Starting with under 100 students max with a focus on academics. 9/23—SATs for Seniors. Then we will start to have activities that are more social.
  - Work our way up to 300 maximum students.
- Grading has returned back to "normal" after it was modified for the 2<sup>nd</sup> semester change from in-person to eLearning; We have established a school-wide late policy for better consistency.
- Continuing the Advisory Program with a focus on the social/emotional needs of students; Advisory meets with 2<sup>nd</sup> block class.
- Schedule details:
  - August 26<sup>th</sup> for senior materials pick up; 27<sup>th</sup> for Juniors, 28<sup>th</sup> for Sophomores
  - September 1<sup>st</sup> & 2<sup>nd</sup> – orientation for new students and materials pick up
  - First day of classes – September 3<sup>rd</sup>
  - September 3<sup>rd</sup> & 4<sup>th</sup> – focus on building a robust learning community and teaching the technology that will be needed in the class
  - Curriculum instruction starts September 8<sup>th</sup>
- Clubs will run virtually to start
- Addendums for both the student and the employee handbooks have been created to gather the COVID-19 protocols in one location
- Enrollment: 1063 students (as of 8/17 @ 3 PM). 201 Freshmen, 311 Sophomores, 260 Juniors, 272 Seniors, 19 postgraduates
- We are fully staffed, with the exception of an instructor for the Ground Flight class.

#### Student Achievements

- Rockwell Valentine, (W) class of 2021 was acceptance into the 2020 National Association for Music Education's All National Honor Jazz Ensemble, which makes him 1 of the 5 best high school jazz trumpet players in the COUNTRY chosen to participate in this festival in Orlando, Florida in November.





THE WOODSTOCK ACADEMY PERSONNEL 2020-2021

8/18/2020

**HEAD OF SCHOOL**

Christopher J. Sandford

**ASSOCIATE HEAD OF SCHOOL**

Holly G. Singleton

**ASSOCIATE HEAD OF SCHOOL FOR ADVANCEMENT**

Jonathan D. Sturdevant

**ASSOCIATE HEAD OF SCHOOL FOR FINANCE AND OPERATIONS**

Michael P. Susi

**ASSISTANT HEAD OF SCHOOL - SOUTH CAMPUS**

John D. Rigney

**ASSISTANT HEAD OF SCHOOL FOR ENROLLMENT**

Amy W. Favreau

**COMPTROLLER**

Janet M. Rohan

**DEAN OF ACADEMICS**

Dr. Michael D. Harten

**DEAN OF STUDENT AFFAIRS**

Karen A. Hughes

**DEAN OF STUDENTS**

**FACILITY USE COORDINATOR**

Brad S. Favreau

**DEAN OF ATHLETICS**

Sean M. Saucier

**DIRECTOR OF CAMPUS SAFETY**

Craig D. Rich

**DIRECTOR OF COMMUNICATIONS**

Julia G. Budd

**DIRECTOR OF HUMAN RESOURCES**

Lori G. Wajer

**DIRECTOR OF INFORMATION TECHNOLOGY**

Matt A. Godzik

**DIRECTOR OF THE LOOS CENTER FOR THE ARTS**

Eric T. Chalupka

**DIRECTOR OF STUDENT SERVICES**

Jocelyn T. Morse

**DIRECTOR OF HEALTH SERVICES**

Bobbie-Jo Saucier

**DIRECTOR OF FACILITIES**

Jason H. Gerum

**DIRECTOR OF STRENGTH AND CONDITIONING**

Brenden M. Ostaszewski

**DIRECTOR OF RESIDENTIAL LIFE**

Nicole E. Ostaszewski

**SPECIAL ASSISTANT TO THE HEAD OF SCHOOL**

William J. Guillot

**RESIDENTIAL LIFE STAFF**

Caitlin Alger  
Emily Belanger  
Luke Blodgett  
Todd Blodgett  
Adam Bottone  
Amanda Bottone  
Katie Burns  
Amy Couture  
Christopher Dunn  
Jessica Dunn  
Christopher Green  
Jennifer Green  
Christopher Harris  
Ian Jackson  
Chris LaPointe  
Jamie Leale  
Melanie LeBlanc  
Tyler McCarthy  
Kerri Nagle  
Fred Nagle  
Emily Nester  
Brenden Ostaszewski  
Nicole Ostaszewski  
Ray Pena  
Trent Peters  
Christian Rivard  
Amanda Tosetti  
Jay Tosetti  
Denzel Washington  
Cherra Wheeler

**ASSISTANT DIRECTORS OF ENROLLMENT**

Kevin F. Bisson  
Katherine A. Gonzalez  
Jacque R. Rivera

**COUNSELING**

David Walley – Director  
Leila Bowen – Counselor  
Valerie Champany – Counselor  
Amanda Garcia - Counselor  
Alyssa Icart - Counselor  
Lisa Sumner – Counselor

**NURSES**

Nancy Glass, R.N.  
Kristine DiNoia, R.N.

**SCHOOL PSYCHOLOGIST**

Elizabeth M. Coleman

**SOCIAL WORKERS**

Vince J. Edwards  
Mackenzie M. LeBlanc

## **SUPPORT STAFF**

### **ADMINISTRATIVE ASSISTANTS**

Danielle Giamundo - Registrar  
Doreen Holt – Advancement & Alumni Relations  
Michelle Laprade – Library Assistant  
Karen McGovern – Receptionist/ Counseling  
Traci Nelson – Student Services Assistant  
Susie Racine - Receptionist/Main Office - South Campus  
Amanda Tosetti – Admissions and Enrollment Assistant  
Denzel Washington – Assistant to Associate Head of School  
Trish Welch - Attendance/Athletics  
Julie Woodland – Executive Assistant to the Head of School  
Rebecca Wrobel – Financial Assistant – A/P

### **ATHLETIC TRAINER**

Jill A. Grant  
Tyler McCarthy

### **CAMPUS SAFETY**

Raymond LaChance  
Stephen Pickett  
Sam Resnick  
George Vangel

### **COMMUNICATION SPECIALIST**

Madison Millar

### **CUSTODIAL STAFF**

Albert Briere

### **HOUSEKEEPING**

Kyle Durga - Lead  
Felicia Hansen  
Jane Letourneau  
Shannon Mayo  
Edward Potmesil  
Don Sousa

### **MAINTENANCE STAFF**

Jason Gerum - Lead  
Christopher Dunn  
Willie Fleeton  
Christopher Green  
Aaron Hogarty  
Mark Kubik  
Tom Nelson

### **SCHOOL STORE & SHIPPING MANAGER**

Eric Chalupka

### **DIRECTOR OF SPORTS INFORMATION**

Marc Allard

### **STUDENT SERVICES PARA-EDUCATORS**

Gary Brine  
Jacob Campbell  
Holly Grube  
Christopher Harris  
Christopher LaPointe  
Ray Pena  
Crista Peters  
Dorothy Tracey

### **TECHNOLOGY SPECIALIST**

Eric Chalupka  
Joel Tretheway



## ACADEMIC DEPARTMENTS:

### ENGLISH

Richard Telford – Department Chair  
Katie Burns  
Nancy Chase  
Alexis Cramer  
Kelly Danielson  
Sylvia Drogosz  
Laura Kennedy  
Meghan Mizak  
Samantha Romero

### FINE ARTS

Amy Ranta – Department Chair  
Caitlin Alger  
Lauren Churchill  
Justin DuPuis  
Ian Jackson  
Prescott Powers  
Jason Wiggan

### FAMILY, CAREER, AND TECHNOLOGY

Adam Bottone – Department Chair  
Eric Collelo  
Kevin Foley  
Michelle Gray  
Emily Nester  
Peter Sumner

### PHYSICAL EDUCATION AND HEALTH

Adam Bottone – Department Chair  
Jeffrey Boshka  
Michelle Gray  
Nikolas Ververis  
Daniel Vogt

### MATHEMATICS

Ronald Rhault – Department Chair  
Michael Bourgeois  
Adam Child  
Amy Couture  
John Green  
Robert Jordan  
Danielle Oñate  
Carolyn Riendeau  
Stephen Tyler  
Joshua Welch  
Thomas Young

### SCIENCE

Melany Gronska – Department Chair  
Nancy Beauregard-Waldron  
Caroline Chute  
Lauren Cremers  
Sharon Geyer  
Christina Jolliff  
Susan Lovegreen  
Peter Lusa  
Valerie May  
Bernie Norman  
Joshua Welch

### SOCIAL STUDIES

Sara Dziedzic – Department Chair  
Lauren Gagnon  
Richard Garceau  
Danielle Gosselin  
Christopher Jolliff  
Mike Meyer  
Cara Mizak  
Deborah Sharpe  
Gregory Smith

### STUDENT SERVICES

Victoria Despres  
Jocelyn Morse  
Joseph Musumeci  
Jessica Swanson

### WORLD LANGUAGE

Melissa Beck – Department Chair  
Amy Ethier  
Justin Fox  
Yeantying (Helen) Liaw  
Melita Monahan  
Jason Musko  
Matthew Rich - LTS  
Annmarie Thibodeau  
Amanda Zolobkowski

### EASTCONN

Yori Hotta