

MINUTES OF THE MEETING
THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
October 15, 2019



These minutes are for
informational purposes only.

PRESENT: Asikainen, Samantha (7:16); Beckwith, Martha; Bentley, Cary; Blackmer, Robert (7:48); Carabeau, Garry; Duvall, Nancy (C); Frankhouser, Hans (W); Higgins, Edwin; Johnston, Kevin; Kelly, Paul; Marmat, Gerald (E); McGinn, Walter; Musumeci, Joseph; Paquette, Philippa; Rhynhart, Hans; Samborowski, Len; Teed, David; Trivella, Joan; Tuttle, Brent (P)

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

ABSENT WITH NOTIFICATION: Bellerose, James; Child, Barbara; Larrow, Jeff; Livernois, Jay (Ex-Officio); Morse, David; Swenson, Christine; Young, Scott

GUESTS: Kevin Chrobak; Bob Smith; Eric Chalupka; Brad Favreau; Adam Child; Brooke Nagle; Jackie and Paul Oleszewski; Beverly Mountford; Wayne and Gavin Malbaur; Karissa Minkema

The following students attended with friends and family—Russell Beausoleil, Talia Dazy, Kileigh Gagnon, Kayla Gaudreau, Huck Gelhaus, Marissa Mayhew, Meghan Slate, and Rockwell Valentine.

1. Call to order

The meeting was called to order by Vice President Higgins at 7:01 p.m.

It was agreed to move item #7 forward in the agenda.

7. Nominating Committee Report/Possible Action

Nominating Committee Chair Paul Kelly reported his committee was very impressed with Leonard Samborowski's interview and application for the Board of Trustees.

MOTION: (Kelly/Tuttle) To nominate Leonard Samborowski to a six-year term on the Board of Trustees, ending in 2025.

Unanimous

Mr. Samborowski joined the Board meeting.

2. Head of School Recognition—October Honorees

Associate Head of School Singleton read the following passages about the honorees:

Russell Beausoleil, Grade 12 (Brooklyn) *Russell is the type of student every teacher wants in his or her class. He is curious, compassionate, motivated, and intelligent. His positivity, ability to work in groups, and innate talent make him a standout in all his classes. He is a creative thinker who is not afraid to take academic risks in his writing and coursework. Ms. Mizak, his English teacher, said, "His unique perspectives added to the classroom discourse on a variety of topics, and I knew I could count on Russell to guide his peers to consider different ways of thinking." Mr. Tyler had this to say, "Russell is one of my most reliable students, and I avoid calling on him intentionally so that I can go to him for the hardest questions." If you are in the classroom with Russell, it is obvious that his peers really admire and respect him for his intelligence, his kindness and his wonderful sense of humor, like leading his peers in "the wave" after particularly hard problems were solved in AP Chemistry. Russell is also a great community leader and the current president of the Earth Save Club. Under his leadership, the group is taking many new initiatives to improve the eco-friendly practices of The Academy.*

Marissa Mayhew, Grade 11 (Woodstock) *Marissa is one of the most kind and helpful students at The Academy. As a student she was always well prepared, respectful, thoughtful, and kind to her peers. Marissa is always the last one to leave the class room and the*

gym. She not only makes sure that everything is put away but always checks in to see if anything else needs to be done. Social studies teacher, Mr Garcea, describes Marissa saying, "Marissa is a kind soul who is intellectually adventurous and willing to always take a chance. She never backs down from a challenge and an opportunity to learn or do something new." Adam Bottone, Varsity Volleyball coach, had this to say, "As a member of the volleyball program, Marissa is the epitome of a teammate and role model. She often times comes early to practice hone her skills but more importantly to help her teammates work at bettering themselves. Marissa can always be found supporting the freshmen team and frequently offers to help at their practices as an extra set of hands of the coach. Her desire to serve others is truly genuine and unparalleled." Marissa is also a member of the Muddy Brook Volunteer Fire Dept. and has taken it upon herself to create a fitness program for other members.

Each student was presented with a plaque and picture was taken with the Head of School.

3. Convocation Awards Presentation

Dr. Harten said a group of students were inadvertently omitted from the recent Academic Convocation Awards Ceremony. He honored the following students:

- Huck Gelhaus Outstanding Achievement in Team Sports
- Kiliagh Gagnon Outstanding Achievement in Weight Training
- Meghan Slate Outstanding Achievement in Aerobics
- Talia Dazy Outstanding Achievement in Fire Technology
- Kayla Gaudreau Outstanding Achievement in Sports Medicine
- Nicole Davidson Outstanding Achievement in General PE
- Andrew Johnson Outstanding Achievement in Advanced Fitness
- Vy Lam No Outstanding Achievement in Yoga

4. Student Council Report

President of Student Council, Brooke Nagel described various recent and upcoming Student Council events, including a Student Carnival, Trick or Treat Street, a Parents' Night Out, and the Annual Fall Foliage Fling.

5. Community Participation – None.

6. Secretary's Report—Minutes of September 14, 2019

MOTION: (Musumeci/Tuttle) To approve the minutes of September 14, 2019. All voted Yes except Johnston and Tuttle, who abstained. Motion Carries.

8. Facility Study Presentation by Kevin Chrobak of Juster Pope Frazier/Possible Action

Kevin Chrobak of Juster Pope Frazier provided a PowerPoint presentation to present an overview of the goals and processes of the recent facility study which documented and prioritized necessary updates required on the North and South Campuses of The Woodstock Academy. Priorities included important work on the Academy Building, improved fire protection systems on South Campus, bathroom renovations in Bowen and in the residence halls on South Campus, improvements to the dining hall on North and South Campus, paving on both campuses, and HVAC updates at Bowen and in the Field House. He used photographs to illustrate some of the various issues he found. The use of tax credits, grants, and fundraising for the Academy Building's 150-year birthday was discussed, as was the timetable to apply for grant funding. The work of the Buildings & Grounds and Finance Committees, coupled with feedback from sending town partners regarding planning for capital expenses, led to the projected \$500/student fee added to annual tuition. Questions were asked and answered.

MOTION: (Musumeci/Tuttle)

To proceed with The Academy Building Restoration project as discussed at the October 2019 meeting of the Board of Trustees; To endorse Kevin Chrobak of Juster Pope Frazier as the architect of The Academy Building Restoration project; to assign the Buildings & Grounds Committee as the building committee for The Academy Building Restoration project. All voted Yes except Frankhouser, who abstained. Motion Carries.

9. Board Reports

a. President's Report

- i. **Correspondence**—various pieces of correspondence were highlighted. Joan Trivella would like to represent the BOT on the EASTCONN Board. The BOT by-laws will need to be changed to allow this. So far, the only town to notify The Academy to designate their Board representation has been Pomfret.
- ii. **CABE Delegate Assembly**—There was discussion about the process by which the BOT's resolution was changed for consideration at the upcoming assembly.

MOTION: (Johnston/Tuttle) To move the Board of Trustees endorse the revised CABE Resolution as presented and present it at the upcoming CABE Convention.

Unanimous

iii. Foundation Director—Ballot Results

The suggested makeup of the Foundation carried after electronic vote.

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

Ed Higgins thanked the Foundation Directors for their service, particularly Martha Beckwith.

iv. **Holiday Gathering 2019** – December 15, 2019 from 4:00 – 7:00 PM

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

There were no questions.

10. Woodstock Academy Administration Reports

a. Associate Head of School for Finance and Operations Report

i. 2019-2020—Budget Update

Associate Head of School for Finance and Operations Guillot provided an overview of revenues and expenses. The 2020-2021 Budget preparations are underway. Questions were asked and answered.

ii. **Other** – None.

iii. **Board questions/discussion** – None.

b. Associate Head of School Report

i. NEASC Visit Recap

Associate Head of School Singleton described the administrative team's perspective on the recent NEAS&C visit, including possible recommendations. The Board was thanked for their participation and was told to expect to see a draft of the report soon.

ii. **September/October Update**

Associate Head of School Singleton provided a detailed list of programs, achievements, staff/faculty updates, and upcoming events at the school. Questions were asked and answered.

ii. **Other** – None.

iii. **Board questions/discussion** – None.

c. Associate Head of School for Advancement

i. **Homecoming/Alumni Weekend Recap**

Associate Head of School for Advancement Sturdevant and Director of Alumni Relations Brad Favreau discussed the recent Class of 1969 Reunion, Shin Dig, Alumni Soccer game, art gallery opening, campus tours, and Alumni Banquet which were held over Homecoming weekend.

ii. Upcoming Events

Associate Head of School for Advancement Sturdevant described an upcoming, two-week trip to China with Head of School Sandford and Associate Head of School for Advancement Favreau which includes two new cities. Recruiting and fundraising is planned. The Board was encouraged to consider traveling with the group to Ireland from September 21-30, 2020, and a booklet was provided with all the information. Other fun events included the STEAM Center Open House and an upcoming alumni basketball event and reception on November 23rd.

iii. **Other** – None.

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

d. Head of School Report

i. Policies—First Read

Head of School Sandford stated all changes were due to changes in the law or updated information.

ii. **Other** – None.

iii. **Board questions/discussion** – None.

11. Other Items – None.

12. Executive Session—Negotiations and Legal Update

MOTION: (McGinn/Tuttle) To enter into Executive Session to discuss Negotiations and Legal Update, inviting Head of School Sandford, Holly Singleton, Amy Favreau, Jon Sturdevant, John Rigney, and Julie Woodland to attend at 8:44 p.m.

Unanimous

The meeting returned to regular session at 8:57 p.m.

13. Possible Action Based on Executive Session

MOTION: (Samborowski/Tuttle) To endorse the WAEA MOU as discussed in Executive Session.

Unanimous

MOTION: (Bentley/Tuttle) To endorse the Early Retirement Plan as discussed in Executive Session.

Unanimous

14. Community Participation – None.

15. Adjournment

MOTION: (Teed/Carabeau) To adjourn the meeting at 8:59 p.m.

Unanimous

Respectfully submitted,

Julie Woodland

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Board Clerk

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