

MINUTES OF THE MEETING
THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
March 19, 2019



These minutes are for
informational purposes only.

PRESENT: Asikainen, Samantha; Bellerose, James; Bentley, Cary; Blackmer, Robert; Carabeau, Garry; Child, Barbara; Davis, Cliff; Duvall, Nancy (C); Higgins, Edwin; Johnston, Kevin; Kelly, Paul; Larrow, Jeff; Livernois, Jay (Ex-Officio); Marmat, Gerald (E); McGinn, Walter; Morse, David; Musumeci, Joseph; Paquette, Philippa; Swenson, Christine; Teed, David; Tuttle, Brent (P); Young, Scott

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

ABSENT WITH NOTIFICATION: Beckwith, Martha; Frankhouser, Hans (W); Trivella, Joan (B)

ABSENT: Field, David

GUESTS: Meg Ritzau; Ame Tsamaase and family; Waverly Dombkowski and family; Charlie Super; Sara Harkness; Sara Dziedzic

1. Call to order

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

2. Head of School Recognition—March Honorees

Associate Head of School, Holly Singleton described the character and contributions that lead to the selection of Ame Tsamaase and Waverly Dombkowski as Head of School Award winners in March.

Ame Tsamaase (12, Pomfret)—Accomplished. Poised. Engaged. Transformative. These are some of the words used by Ame’s teachers to describe her role and impact on The Academy community. She is a focused young woman with a wealth of strengths and talents, who takes everything she does seriously. Ame has been a Writing Centaur tutor for two years. She has used her learned skills in the Honors Writing Center Theory and Practice course that she took and her experience as a writing center intern to create a website called “African Mentor.” Particularly interested in helping students in Botswana, it provides free tutoring on writing skills to peers across the globe who cannot afford tutors. She has volunteered 50 hours in a medical clinic in Botswana. In 2017, she also had her nonfiction piece, “Broken Crayons Still Color,” published in the Connecticut Student Writers Magazine. She is also writing a chapter of a book with a professor from UCONN. Most recently, Ame has been selected by the Society for Psychological Anthropology to present her research, “Femicide and Sexual Violence in Southern Africa: Perspectives of the Youth in Botswana,” at their conference in New Mexico in April. She is the youngest person selected to present at the conference this year. Ms. Danielson, Ame’s English teacher, had these words to say about her: “Ame is ALWAYS respectful of everyone, is well-spoken, and a good thinker. She is not a show off, but she is impressive when she voices her ideas. She is willing to work hard and push herself to succeed. She’s an amazing role model for the other students in the room.” Congratulations, Ame, on your recent accolades and thank you for your many contributions to The Academy.

Waverly Dombkowski (12, Canterbury)—I would like to introduce you to an unknown gem of Woodstock Academy. Waverly Dombkowski, has a genuine heart of gold and is one of the most helpful, caring, and upbeat students at The Academy. When speaking with her teachers, they all used words like kind, amazing, patient, conscientious, and motivated, to describe her. If you were to look into the true heart of the school, you would see Waverly there making sure the life-blood was getting to all places and people so that programs ran smoothly, and students were well cared for. Waverly is very active in both the Writing Centaur and Model UN. Regarding her work in the Writing Centaur, Dr. Harten had this to say: “Her patience, kindness, and empathy make her an ideal tutor. She was also one of the Writing Centaur tutors who volunteered at Brooklyn Middle School’s after-school homework club.” She has been a great addition to our tutor team this year. As a member of the WA Model UN, Waverly has been an exemplary ambassador of The Academy. Receiving several delegate awards throughout the competition season, Waverly was one of the seven members to attend the National Model UN

conference in New York. And in case you didn't hear – they won! For the first time in the history of the program, The Academy was awarded the highest recognition of the event, the Award of Distinction. In recognition for her hard work and efforts, Waverly was selected to address the United Nations the following day! When WA hosts its own conference next month, Waverly will hold the position of Secretary General. As if that is not enough, Waverly will also be a student leader for the human rights conference coming up in April which boasts the CT attorney general, William Tong, as its keynote speaker. Waverly has coordinated all contact with each attending human rights group, organized all student leaders, and will be the reason why this inaugural conference is a great success. Waverly is most certainly an amazing student, but she is also an amazing human being. As stated by her counselor, Mrs. Champany, "Waverly will make a difference in this world because people matter to her and helping others is an integral part of her life." Thank you, Waverly for all the good that you've done for The Academy Community throughout your four years! You are a gem!

3. Community Participation – None.

4. Secretary's Report—Minutes of February 26, 2019

MOTION: (Morse/Musumeci) To approve the Minutes of February 26, 2019.

All voted Yes except C. Davis, J. Larrow, and S. Asikainen, who abstained. Motion carries.

5. Student Council Report

Student Council President, Meg Ritzau, told the Board about the Dining for a Cause event being held on Tuesday, March 26 from 5-9 p.m. at the Crossings restaurant. Proceeds will benefit WA librarian Deb Sharpe's daughter, Lily, in her fight against cancer. Student Council is planning a presentation for Administration that includes student feedback about the A200 renovation project.

6. Board Reports

a. President's Report

i. Correspondence

President Swenson reviewed the pieces of correspondence included in the packet. There were no questions.

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

There were no comments or questions.

7. Woodstock Academy Administration Reports

a. Associate Head of School for Finance and Operations Report

i. 2018-2019—Budget Update

Interim Associate Head of School Guillot reviewed the year-to-date reports for encumbrances and revenues, noting this is the type of report the full Board would be receiving going forward. More in-depth analysis will occur at the Finance Committee level. After brief discussion, it was agreed that future reports would include some sort of (very approximated) numbers to allow the Board to assess variances within year-to-date numbers.

ii. Roofing and Underground Storage Tanks Update

Interim Associate Head of School Guillot stated the roofing project is under contract, and work is on track to begin around June 17. The under-ground/above-ground storage tank project has been awarded to MTR, LLC of Tolland, CT. Like the roofs, work will begin around June 17 on North followed by South Campus. Both contractors have met and do not foresee a problem with materials storage or work space.

iii. Other – None.

iv. Board questions/discussion – None.

b. Associate Head of School Report

i. March Update

Associate Head of School Singleton reviewed all the academic, musical and athletic accomplishments over the previous month, along with the many individuals and teams to be celebrated. The many exciting upcoming events were listed. Given the rapid approach of spring, Mrs. Singleton announced the projected end-of-the-year dates for students, faculty & staff in her handout.

ii. Other – None.

iii. Board questions/discussion – None.

c. Head of School Report

i. Transferring Scholarships to Foundation

As part of the Theory of Action in his annual review, Head of School Sandford is facilitating the movement of endowment, scholarship, and special gift funds to the Foundation (which was created for this purpose). Among other things, discussion included the potential for donors to receive a statement about their funds and ongoing work with professional fund management companies. It was noted that Endowment and Special Gifts funds can be moved immediately; Scholarship funds to be moved after owner notification. Jeff Larrow requested a copy of the investment policy statement.

MOTION: (Musumeci/Tuttle) To transfer the Endowment, Scholarship, and Special Gifts funds to the Foundation, as endorsed by the Executive and Finance Committees.

All voted Yes except J. Larrow, who abstained. Motion carries.

ii. New and Revised Policies—First Reads

3453 – School Activity Funds

0100 – Mission Statement

0200 – Educational Purposes, Goals and Objectives

1120 – Public Participation at Board Meetings

5141.3 – Health Assessments and Immunizations

5141.4 – Reporting of Child Abuse

Head of School Sandford described the content and reason for all proposed changes to the BOT Policies listed above—most of which were the result of changes to state law or minor but necessary changes to specific language. Discussion about Policy 3453, School Activity Funds, necessitates further research and may require some additional edits before the next meeting/second read.

iii. Staff Evaluation Presentation

Assistant Head of School for South Campus, John Rigney and Associate Head of School, Holly Singleton described the methodology and theory behind the evaluation systems used for various employee groups such as teaching faculty, administration, student/educator support specialists, department chairs, non-certified staff, residential life staff, and coaches. Evaluation system ratings, scoring rubrics, and future steps were presented. Head of School Sandford planned to send a summary how certified staff (as a group) scored to the Board.

iv. Other – None.

v. Board questions/discussion – None.

8. Other Items

Joe Musumeci and Jay Livernois presented their analysis of the pros and cons of the BOT continuing its membership with CABE. Comments during Board discussion included the political value of lobbying with our membership (when CABE is able to take a stand); the breadth of CABE offerings vs. BOT utilization; and training opportunities for BOT members. Cliff Davis noted the BOT has already supported continued CABE membership by approving the line item that funds it within the budget. The Board agreed to continue further discussion when Joan Trivella was present since she is the Regional (Area) Director of CABE.

9. **Citizen's Participation** – None.

10. Adjournment

MOTION: (Davis/Morse) To adjourn the meeting at 8:35 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.