



NOTICE OF THE ANNUAL MEETING

THE WOODSTOCK ACADEMY

BOARD OF TRUSTEES

Meeting date: Tuesday, August 21, 2018

Time: 7:30 p.m.

Location: SOUTH CAMPUS – Room SC 200 Student Center

Agenda

1. **Call to Order**
2. **Community Participation (3/5 minutes/participant)**
3. **Student Council Report**
4. **Board and Foundation Term Recommendations** (Attachment 1)
 - a. Term Renewal – Alumni Trustees (Trustees of the Corporation)
 - b. Term Appointment - President of Alumni Association as Ex-Officio Member
 - c. Term Renewal - Slate of Officers for Board of Trustees for 2018-2019
 - d. Term Renewal – WA Foundation Directors
 - e. Term Renewal – WA Foundation Officers
5. **Correspondence** (Attachment 2)
6. **Board Reports**
 - a. Secretary's Report (Attachment 3)
 - i. Minutes of the Annual Meeting of August 22, 2017
 - ii. Minutes of the Regular Meeting of May 22, 2018
 - iii. Minutes of the Special Meeting of July 2, 2018
 - b. President's Report
 - i. Trustee/Staff Reception (Thursday, August 30, 2018)
 - ii. Retreat – September 18, 2018
 - c. Committee Reports (Attachment 4)
 - i. Buildings and Grounds
 - ii. Executive Committee
 - iii. Finance Committee
 - iv. Nominating Committee
7. **The Woodstock Academy Administration Reports**
 - a. Associate Head Report
 - i. Beginning of School Year Report
 - ii. Assistant Head of School for South Campus
 1. Residential Program Report
 - b. Associate Head of Finance and Operations Report
 - i. 2018-2019 Budget Update
 - ii. Capital Projects Update
 - iii. Introduction of Interim Associate Head of School Bill Guillot
 1. Entry Plan
 - c. Associate Head of School for Advancement
 - i. Homecoming 2018
 - ii. Golf Tournament Update
 - iii. Capital Projects/Campaigns Update
 - d. Assistant Head of School for Enrollment
 - i. 2018-2019 Enrollment Report

Continued

Board of Trustees Annual Meeting

August 21, 2018

Page 2

- e. Headmaster Report
 - i. 2017-2018 Annual Report (Attachment 5)
 - ii. College Application Results (Attachment 6)
 - iii. Organizational Chart and Staffing Update (Attachment 7)
 - iv. Theory of Action (Attachment 8)
- 8. Other
- 9. Community Participation (3/5 minutes/participant)
- 10. Executive Session
 - a. Personnel Update
 - b. Head of School's Review
- 11. Possible action
- 12. Adjournment

The Woodstock Academy shall prepare ALL students for a lifetime of learning by providing academic rigor, a safe environment, and a diversity of educational experiences which will foster a sense of respect for self and others, and will encourage active investment in family, school, community, and the world.

ATTACHMENT 1

THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
AGENDA ITEM INFORMATIONAL SHEET
Woodstock, Connecticut

Board Meeting Date:	August 21, 2018
Agenda Topic:	Board and Foundation Term Recommendations
Summary of Issues:	Attached are the current terms of the Board of Trustees. The Chairman of the Nominating Committee will be making recommendations, endorsed by the Nominating Committee, for Board members term renewals, an Ex-officio appointment, officers of the Board and Foundation, and Foundation Officers.
Background:	Required by By-laws.
Recommended Motion:	The various motions which will be at each Board Members seat at the meeting.

Vision of The Woodstock Academy

The Woodstock Academy is a student-centered school which emphasizes individual growth and development through student engagement in diverse instructional opportunities effectively managed by an empowered faculty, supported by a participating community, and characterized by the highest global values of a rapidly changing world.

**THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
2017-2018**



OFFICERS

		TERM EXPIRATION
President	Mrs. Christine Swenson	2019
Vice-President	Mr. Edwin Higgins, Esq.	2021
Secretary	Mrs. Philippa Paquette	2022
Asst. Secretary	Mrs. Barbara Child	2021
Treasurer	Mr. David Teed, Esq.	2020
Asst. Treasurer	Mr. Paul Kelly	2021

ALUMNI TRUSTEES

TERM EXPIRATION

Dr. Richard Canavan (resigned 4/12/18)	2023
Mr. Joseph Musumeci	2022
Mrs. Barbara Child	2021
Mr. Paul Kelly	2021
Mr. David Morse	2021
Mr. David Field	2020
Dr. Samantha Asikainen	2020
Mr. Scott Young	2020
Mr. Robert Blackmer	2018
Mrs. Martha Beckwith	2018
Mr. Cary Bentley	2018

TRUSTEES AT LARGE

TERM EXPIRATION

Mr. James Bellerose	Mrs. Philippa Paquette	Dr. Walter McGinn	2022
Mr. Kevin Johnston	Atty. Edwin Higgins	Mr. Garry Carabeau	2021
Mr. David Teed			2020
Mrs. Christine Swenson	Mr. Cliff Davis		2019
Mr. John Rauh			2018

EX-OFFICIO TRUSTEES

Two members of the Woodstock, Eastford, Pomfret, and Brooklyn Boards of Education, and the President of the Woodstock Academy Alumni Association.

WOODSTOCK:	Ms. Rhonda Chenail (resigned)	Mr. Hans Frankhouser
EASTFORD:	Mrs. Christine Hustus	Mr. Gerald Marmat
POMFRET:	Ms. Elizabeth Cartier (off BOE)	Atty. Kate Cerrone
BROOKLYN:	Ms. Kelly Coddington (resigned)	Mrs. Joan Trivella

ALUMNI ASSOCIATION PRESIDENT: Mr. Jeff Larrow, President

HONORARY TRUSTEES

Mrs. Jeri Musumeci
Mrs. Katherine Wolf

ATTACHMENT 2

THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
AGENDA ITEM INFORMATIONAL SHEET
Woodstock, Connecticut

Board Meeting Date: August 21, 2018

Agenda Topic: Correspondence

Summary of Issues: Notification

Background: There are several pieces of correspondence related to the Board of Trustees.

Recommended Motion: INFORMATIONAL – N/A

Vision of The Woodstock Academy

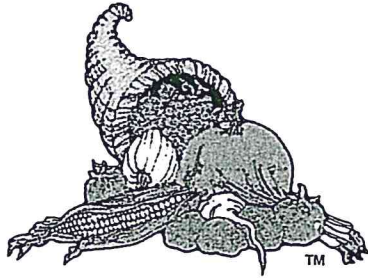
The Woodstock Academy is a student-centered school which emphasizes individual growth and development through student engagement in diverse instructional opportunities effectively managed by an empowered faculty, supported by a participating community, and characterized by the highest global values of a rapidly changing world.

Nora Guskowski
247 Peterson Road
Pomfret Center, Connecticut 06259

Dear Woodstock Academy Board of Trustees,

It was a great honor to be recognized with the Yale Cup and the Williams Scholarship at graduation. I thoroughly enjoyed my time at the Academy, and the dedication of the faculty and staff made my experiences in high school more enriching than I could have imagined. I look forward to making a positive impact in the alumni community.

Thank you again,
Nora Guskowski



Woodstock Agricultural Society, Inc.

Woodstock Fair

Always Labor Day Weekend • Friday, Saturday, Sunday & Monday

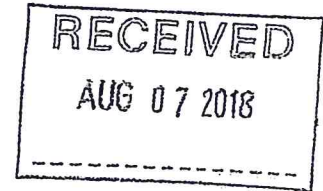
P.O. Box 1 • 281 Route 169 • South Woodstock, CT 06267-0001

Telephone: (860) 928-3246 • Fax: (860) 963-7499

www.woodstockfair.com • Email: info@woodstockfair.com

August 3, 2018

Christopher Sandford, Headmaster
Woodstock Academy
57 Academy Road
Woodstock, CT 06281



Dear Mr. Sandford,

Thank you for allowing Woodstock Fair emergency parking at the North Campus and the Bentley Athletic Complex. Enclosed please find a certificate of liability insurance naming you as an additional insured certificate holder.

Kind regards,

Roger George

Secretary

Woodstock Agricultural Society, Inc.

Encl:



August 20, 2018

Mr. Aaron Patterson
275 Chapin Street
Ludlow, MA 01056

Dear Mr. Patterson,

I am in receipt of your resignation letter dated August 17, 2018. 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 years of service as Director of Athletics are appreciated.

I wish you well as you start this new phase of your life. You will be missed!

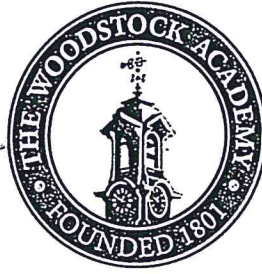
Sincerely,

Christopher J. Sandford
Head of School

Cc: Board of Trustees
H. Singleton
B. Guillot
Personnel File

Centaur for life!
Thank you Aaron!

57 Academy Rd. Woodstock, CT 06281



(860) 928-6575 | woodstockacademy.org

August 20, 2018

Mr. Joseph Campbell
8 Lakewood Trail
Fiskdale, MA 01518

Dear Mr. Campbell:

I am in receipt of your retirement letter dated July 20, 2018. This is to notify you that I accept your retirement 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 our mission. Your years of service as Associate Head of School for Finance and Operations are much appreciated.

I wish you well as you start this new phase of your life. You will be missed!

Sincerely,

Christopher J. Sandford
Head of School

Cc: Board of Trustees
H. Singleton
B. Guillot
Personnel File

*Thank you for
your personal
and your dedication
to our students!*

TOWN OF WOODSTOCK

OFFICE OF THE FIRE MARSHAL

RICHARD BARON
420 ENGLISH NEIGHBORHOOD ROAD
WOODSTOCK, CT 06281

Telephone (860) 963-2347

To: Mr. Christopher Sanford
Headmaster
Woodstock Academy

July 6, 2018

Subject: 2017 / 2018 Evaluation: School Emergency Drills

In accordance with Public Act 13-3, Section 86 (a) Part (5) the Office of the Woodstock Fire Marshal submits this evaluation report on fire drills and crisis response drills for the school year of 2017 / 2018.

During this past year, this office took part in evaluating, scoring and providing feedback to school officials for drills that we were able to attend. We evaluated four (4) drills between the Woodstock Academy, North and South campuses. After each drill there was a "Post Drill Debriefing" with myself or my deputy fire marshal, security and administrative staff to go over issues found during the drill. The "Post Drill Debriefing" talks were very positive including recommendations to enhance safety and accountability as it pertains to emergency drills in the school. Functions such as not closing doors during drills or when a class room is not occupied were still the most common issues found as reported last year. This problem must be emphasized to the teaching staff for the 2018 / 2019 school year. Overall, I found the drills at both campuses performed in an orderly manner with a passion to get it done correctly. Accountability of students, staff and visitors during the drills was also very good. With the new fire alarm system in place where each building can be separately done is also a good step in making the campus safer since all buildings are not evacuated at the same time. However, we did have some communication problems between the Central Station and the Academy when taking a building off line. Due to the new alarm system that has each building monitored separately, it does take more time to take them off line for drills than it did in the past. More time must be given to the Central Station to take buildings off line for a known amount of time to get the drills completed. I think this will be corrected just as soon as the first drills are practiced for the 2018/2019 school year. Each drill that I attended has been recorded on the Emergency Drill Evaluation Form which Security has on file for review.

This report can be used to comply with sub-part (6) a requirement that local and regional boards of education annually submit reports to the Department of Emergency Services and Public Protection regarding such fire drills and crisis response drills.

Please call me if you have any questions pertaining to emergency drills at the North or South Academy campuses.

Sincerely,
Richard Baron
Fire Marshal
Town of Woodstock



Dear Returning Students and Parents/Guardians,

On behalf of the Board of Trustees and The Academy Staff, we hope that you have had a restful and rewarding summer. Even though it seems like only yesterday you boarded the buses in June, in about one week we will be opening our doors for another school year, our 217th. We are excited for your arrival; the first day for returning students is **Tuesday, August 28th**.

As you know, The Academy is a mission-driven school which prepares all students for a lifetime of learning by providing academic rigor, a safe environment, and a diversity of educational experiences. Please know that we are putting the final touches on programs to enhance your educational experience. This includes making safety upgrades, finishing the new physics lab, and the new fitness space on South Campus. We are looking forward to another great year.

As we have talked about in the past, these changes we have made only to serve to strengthen our overall foundation as an institution; our focus is always on the individual student and this will continue. Our program and the opportunities offered to our students this upcoming this year will allow you to discover, in a safe environment, who you are. We are all mindful that the successes and failures you experience this year will allow you to become a stronger and better person. We expect you to struggle, and in some cases fail, but we also expect you to persevere and demonstrate tenacity; we will be there every step of the way. As Babe Ruth said, *"It's hard to beat a person who never gives up. Every strike brings me closer to the next home run."*

When you return you will find many new faces around campus. This summer, over 10 new staff members have joined The Academy community. This ranges from faculty to residential staff, all of which are here to support you as a student and our overall community in many ways. In addition to the new staff, over 300 new students will be joining our community from around the world and local communities. We are confident that you will welcome all of them into our community with open arms. We value each student for the contributions they make to our vibrant community.

Last year the integration of our new grading system, PowerSchool, with our WA Mobile app caused difficulties for parents and guardians. To improve access this year, we are adding direct access to PowerSchool for parents. To create your parent/guardian account in PowerSchool, please follow these steps:

1. Visit wa.powerschool.com/public
2. Click the "Create Parent Account" tab
3. Click the "Create Account" button
4. Enter your information to create an account
5. Link your children:
 1. Enter your child's name

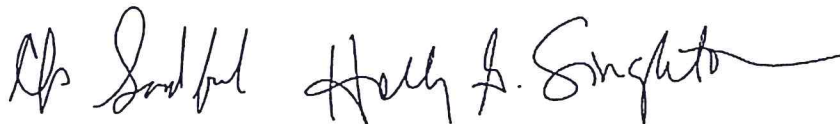
2. The Access ID is your child's 5-digit ID number (found in the WA Mobile App under your child's profile)
3. The Access Password is your child's Date of Birth (without leading 0's; e.g., May 9th, 2003 = 592003)
4. At the bottom of the screen click "Create Account"
5. If you have more than one child, repeat step five.

Mrs. Singleton and I are assigning your first homework for the 2018-2019 School Year. If you haven't used your iPad since August 1st for more than 30 minutes, you must fully charge your iPad and, while connected to Wi-Fi, keep the iPad unlocked and on the home screen for 10 minutes. This will allow for new configuration profiles to auto install. Failure to do so may result in lack of connectivity when returning to campus. For more information, please contact the IT Office at (860) 928-6575, ext. 1150, or via email at technology@woodstockacademy.org.

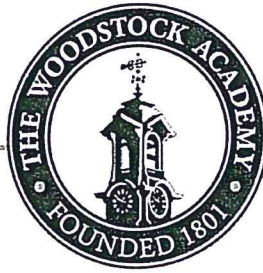
There are a few other reminders to make the opening of the school year a smooth one. Please take a minute and review the Student and Athletic Handbooks which will be uploaded to each student's iPad. If you haven't logged into PowerSchool and looked at your schedule, please do so before the first day of school. Should you have questions about your schedule, contact the Counseling Office at (860) 928-6575, ext. 1122.

While we prepare for the new school year, it is important that we reflect on last year. By almost any standard, the 2017-2018 School Year was a successful one. The results of the yearly survey, assessment data, and many other measurements highlight how important each student is to our community, and how each student can be a leader and have a positive impact on our school. Over 97% of students reported that students are friendly, and over 95% of students reported feeling safe at school. This is in addition to having a graduation rate of 100%. This data is a testament to you, the students and families who choose to attend The Academy. We anticipate an even greater 2018-2019 year!

We hope you enjoy the final few days of your summer vacation. We look forward to seeing you on the first day for all returning students on **Tuesday, August 28th**.



Mr. Sandford & Mrs. Singleton
Head of School Associate Head of School

**Dear Colleagues,**

With only mere hours left of our summer vacation, we wanted to send an update on our preparations for the start of the 2018/2019 School Year; our 217th year. This summer has been no different than the past, with the custodial, maintenance, office, and technology staff working overtime to get the campuses ready. This year, with the addition of our new gardener, Bob Derrico, the landscaping is looking particularly lush. While we have been readying the campuses, we hope you have had a chance to get together with family and relax. Following many of you on social media, it looks like most of you really had a great summer break.

When you return, you will see many changes which will continue to enhance our educational program and provide an outstanding educational experience for those students who choose to attend The Academy. Two new science areas were created this summer with more to come in the future. The science department has been limited by lab space for many years. Two years ago, we remolded two science labs and this summer we built a new lab for the physics program. This new room, a cornerstone of the SPIROL STEAM Center, will strengthen the physics program and provide our students with a state-of-the-art experience. The final piece of the STEAM Center is the makerspace which we will continue to work on throughout the fall.

One of the largest changes you will see will be the intersection of Cemetery Hill and Academy Road. This corner has been totally rebuilt to include a sidewalk, stonewall, and a sign announcing one's arrival to our institution. This project, plus a few others are a part of the safety and security upgrades we have done this summer. Doors have been replaced throughout the campuses and electronic access points have been added, thereby allowing a more seamless access control system for all students and the staff. These changes continue to place the focus on protecting our community and making our students feel safe. Students need to feel they are in a safe and caring environment if they are to learn.

As we spoke about prior to the end of the school year, we are starting a campaign to modernize the Academy Building. Its 150th birthday will be in a few years and we want to undertake a campaign to update many aspects of the building. This summer, thanks to three donors, we have remolded three rooms on the first floor. The new furniture, chosen by TLC, paint, and blinds, allows the rooms to match the high-level instruction that occurs within them. We have already received a significant commitment from a donor to upgrade A200, and we hope to continue this campaign and work in the coming years. In addition to the Academy Building, the fitness center on South Campus and the training room on North Campus, have been moved and have grown to allow for more athletes to access the space and thus strengthen all of our student-athletes in ways which will help them better compete.

The last few years have been a whirlwind for our institution. Many initiatives and programs have been added, not to mention buying a new campus. This upcoming year, with the NEASC self-study occurring, provides us time to refocus back on ourselves as an institution. While we have always put students first, we have spent a lot of time focused on systems and procedures over the last two years. This upcoming year, our goal is to focus less on overall systems and place the main focus back on our students.

We have seen great successes if you look at almost every data point. Whether it be college acceptance, graduation rates, climate survey or overall academic achievement; we know we have more that can be done in terms of student achievement. While the staff survey also showed a lot of positivity, one area which showed some negative feedback was the evaluation system and overall communication. This year we will be significantly modifying the teacher evaluation system for tenured teachers which we will review at the opening of school. The issue of communication was expected with the move to a two-

campus model, but we will also be looking at our overall internal communication systems as we move forward. The Academy is much different than we were five years ago, but our foundation hasn't changed and over this year, we are going to refocus our energy on our students and strengthening the core that makes us the special place we are.

While we do not want to rush your vacation, here are a few dates you should be aware of:

- New teacher orientation is scheduled for August 16th in the Bracken Administrative Center (BAC) starting at 8:30 a.m.
- All faculty and staff should attend the professional development scheduled for Monday, August 20th. Coffee will be served at 7:30 a.m. and the opening staff meeting will start at 8:00 a.m. in the Bates Auditorium.
- The professional development day on Tuesday, August 21st is for faculty only.
- A more detailed schedule of the two professional development days has been emailed by Mike Harten.

All new students report to school on Monday, August 27th. This New Student Day is a school day and all staff are required to follow their schedule for the day. All students return to school on Tuesday, August 28th.

The Board of Trustees Reception for all staff and a guest is scheduled for Thursday, August 30th. This special event includes service award recognitions, as well as an opportunity to welcome all of our new staff. The email invitation was sent out previously and if you plan to attend, we request that you RSVP to Sue Schofield.

We speak often about our ability to change the lives of students each day. We truly believe that we are accomplishing this task. Nelson Mandela said, *"Education is the most powerful weapon which you can use to change the world."* Even in our little corner of the world, we are changing the world one student at a time.

We hope you enjoy the remaining days of your summer vacation. We are looking forward to another great year. We have no doubt this will be the best year The Academy has ever had and we will continue to assist students with their development into adults.

The image shows two handwritten signatures in black ink. The first signature is a stylized 'C' followed by 'h', representing 'Chris'. The second signature is a stylized 'H' followed by 'olly', representing 'Holly'.

Chris & Holly



WOODSTOCK ACADEMY *founded in 1801*

July, 2017

Dear New Students and Families,

On behalf of the Board of Trustees and staff, we welcome the Class of 2022 and our new students to The Woodstock Academy, one of the twenty-three Town Academies in the United States of America. As you enjoy your summer vacation, we are actively planning for your arrival on Monday, August 27th. The Academy is a mission-driven school which prepares all students for their future by providing academic rigor, a safe environment, and diverse educational experiences.

The motto of The Academy is *Respecte Futurum*, which means *Look Back to Your Future*. Simply put, as one of the oldest secondary schools in the country, we use our strong and historic educational program to prepare students for their future. Our new two-campus educational model, has allowed us to continue to provide enhanced programs each year. This summer, we will be adding a new state-of-the-art physics lab and a maker's space in the SPIROL STEAM Center. We will also be updating several rooms in the Academy Building, as we prepare for the 150-year anniversary of the building in 2021. We are also taking steps to continue to provide the safest environment possible for our students. We are adding sidewalks, lighting and a door locking system on both campuses which will continue to enhance the safety measures we have taken over the last few years.

Even with these innovations, the foundation of this historic institution will not change. As an institution, which focuses on the individual student, we are fully confident that you will be successful at The Woodstock Academy. Over your time as a Centaur you will truly find out who you are in a safe, rigorous, and supportive place. You will have successes and failures, everyone always does, but it is important to know that through it all, we will support you and, in each case, you will become a stronger and better 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.*" Challenge yourself while here and take risks, you will be better for it.

The information contained in this letter is to ensure that you have a smooth transition to The Academy. Please review this letter and the enclosed information; the first day of school is only a short time away.

The most important thing is the setting up of your email account. Our Technology Department has included information in this mailing on how to do it. It is important that your account is set up right away as all additional information, including your PowerSchool account, and iPad distribution instructions, will be sent via this email account. The Academy is a one-to-one environment; each student receives an iPad. The distribution of iPads for all new students will be on Tuesday, August 14th, noon to 7:00 PM. You will receive emails detailing this process in the coming weeks.

Our annual Family Traditions Day will be held on Sunday, August 26th, with registration starting at 2:30 PM. This day will help students and families transition into our Academy community. You will have the chance to meet members of our staff, fellow students, and walk the campuses. We are honored to have Dan Hurley, the new University of Connecticut Men's Head Basketball Coach, speaking to all new students and families.

The required first day of school for all new students is Monday, August 27th. This New Student Day is scheduled before our returning students arrive on campus. This day allows new students to meet their teachers, familiarize themselves with the campus, and find out where buses arrive and depart each day, among other important information. This half-day program ends at 11:30 AM, and transportation is provided by the student's town.

To specifically help families with this transition, we suggest you download The Woodstock Academy App (Apple or Android devices) or follow us on one of many social media platforms that allow families to have important Academy information at their fingertips. The first event of which you should be aware is the Freshman Social on September 7th. This event is for freshman students (put on by sophomores) and provides a unique opportunity for freshmen to meet each other in a non-academic setting. More information on this event will be forthcoming, as the date gets closer.

(over)


Our 2018/2019 *Student Handbook* will be available on the 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.

Summer office hours are Monday through Thursday, 8:00 AM - 3:00 PM through August 13th. Please contact the school if you have any questions. We want your transition to The Academy to be a smooth and successful one. Our doors are open to assist you with any concerns or answer any questions.

Sincerely,



Christopher J. Sandford
Head of School



Holly G. Singleton
Associate Head of School

CC: Board of Trustees

Enclosures

ATTACHMENT 3

THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
AGENDA ITEM INFORMATIONAL SHEET
Woodstock, Connecticut

Board Meeting Date: August 21, 2018

Agenda Topic: Secretary's Report

Summary of Issues: Board of Trustees meeting minutes.

Background: There are three sets of meeting minutes to approve. One of which is from the Annual Meeting of the Board of Trustees from August 22, 2017.
They may be approved as a group or on an individual basis.

Recommended Motion: I move that we accept the minutes from August 22, 2017, May 22, 2018 and July 2, 2018.

Vision of The Woodstock Academy

The Woodstock Academy is a student-centered school which emphasizes individual growth and development through student engagement in diverse instructional opportunities effectively managed by an empowered faculty, supported by a participating community, and characterized by the highest global values of a rapidly changing world.

MINUTES OF THE ANNUAL MEETING
Woodstock Academy Board of Trustees
Room SC 200 of the Student Center
August 22, 2017
7:30 p.m.



PRESENT: S. Asikainen, M. Beckwith, J. Bellerose, C. Bentley, R. Blackmer, R. Canavan, G. Carabeau, E. Cartier, B. Child, K. Coddling (B), C. Davis (W), E. Higgins, , C. Hustus (E), K. Johnston, P. Kelly, J. Livernois, G. Marmat (E), W. McGinn, J. Musumeci, P. Paquette, J. Rauh, C. Swenson, D. Teed, J. Trivella (B) (7:40), S. Young

ADMINISTRATION: J. Campbell, A. Favreau, M. Harten, K. Hughes, C. Sandford, H. Singleton, J. Sturdevant

ABSENT EXCUSED: R. Holland

ABSENT: R. Chenail (W), D. Field, D. Morse

GUESTS: T. Goodier, J. Larrow, A. Walker, Jr., A. Walker, Sr.

1. Call to order

The meeting was called to order by President Christine Swenson at 7:35 p.m.

2. Community participation – none.

3. Student Council Report – none.

4. Board and Foundation Term Recommendations

Mr. Kelly reviewed the recommendations of the various committees.

a. Term Renewal – Alumni Trustee

MOTION: (Davis/Kelly) I move to renew the appointment(s) of Richard Canavan, as an Alumni Trustee, to a six-year term, which term ends in 2023.

Unanimous

b. Appointment – President of Alumni Association as BOT Rx-Officio Member

MOTION: (Musumeci/Davis) I move to appoint the President of the Alumni Association, Jeffrey Larrow, as an Ex-Officio member of The Woodstock Academy Board of Trustees for the 2017-2018 year.

Unanimous

c. Term Renewal – Slate of Officers for Board of Trustees for 2017-2018

Chairman Kelly reviewed the proposed 2017-2018 slate of officers:

MOTION: (Paquette/Davis) I move to accept the slate of officers for The Board of Trustees for the 2017-2018 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

Mr. Kelly reviewed the recommendations for the reappointment of members to be named as Directors of The Woodstock Academy Foundation.

MOTION: (Kelly/Young) I move that the President of The Board of Trustees cast one ballot on behalf of The Board of Trustees to accept the term renewals of The Foundation Directors, as presented, which terms shall expire in 2020.

Chuck Bentley
E. Higgins
P. Kelly

Unanimous

e. Term Renewal – WA Foundation Officers

Mr. Kelly reviewed the recommendations for the reappointment of members to be named as Officers to The Woodstock Academy Foundation.

MOTION: (Blackmar/Paquette) I move that the Directors of The Foundation vote through an electronic consensus vote to accept the slate of officers of The Woodstock Academy Foundation for the 2017-2018 year, by their next meeting and report the results to the BOT.

President
Vice-President
Secretary
Treasurer

Martha Beckwith
Phillip Willis
Christine Swenson
Paul Kelly

Unanimous

5. Correspondence

Mr. Sanford briefly reviewed the various correspondence included in the packet.

6. Board Reports

a. Secretary's Report

i. Minutes of the Annual Meeting of August 23, 2016

MOTION: (Blackmer/Child) To accept the Minutes of August 23, 2016, as presented.

Unanimous

ii. Minutes of the Regular Meeting of June 27, 2017

MOTION: (Blackmer/Davis) To accept the Minutes of the June 27, 2017, as presented.

Unanimous

b. President's Report

i. Trustee/Staff Reception (Thursday, August 31, 2017)

Mrs. Swenson encouraged Board participation at this event.

ii. Retreat – September 19, 2017

Mrs. Swenson reviewed planned activities and hoped Board members will be able to attend.

iii. Grand Opening (September 30, 2017)

The Board and community are invited to the Grand Opening on South campus.

vi. Staff Emeritus

Mrs. Merry Burke was awarded the designation of Staff Emerita for her dedication to The Woodstock Academy and its students.

- c. Committee Reports
 - i. Buildings and Grounds
 - ii. Executive Committee
 - iii. Finance Committee
 - vi. Nominating Committee

7. Woodstock Academy Administration Reports

- a. Associate Head Report
 - i. Beginning of School Year Report

Mrs. Singleton reported that the school is ready for the start of the new academic year. Board members are invited to attend the new student day forum.
 - b. Associate Head of Finance and Operations Report
 - i. 2017-2018 Budget Update

Mr. Campbell briefly reviewed the status of the budget. A brief discussion ensued.
 - c. Associate Head of School for Advancement
 - i. Homecoming 2017
 - ii. Golf Tournament Update
 - iii. Grand Opening of South Campus
 - d. Assistant Head of School for Enrollment
 - i. 2017-2018 Enrollment Report

Mrs. Favreau provided an update on enrollment.
 - e. Headmaster Report
 - i. 2016-2017 Annual Report

Mr. Sandford reviewed the key elements of the Annual Report.
 - ii. College Application Results

The Board briefly discussed the information included in the packet.
 - iii. Organizational Chart and Staffing Update

An staffing update was provided, based on Policy 2100 – Administration Staff Organization
- MOTION: (Davis/Carabeau) To approve the Yearly Staff Update
Unanimous
- vi. Theory of Action

This was discussed as part of the Headmaster's Review.

8. Other – none.

9. Community Participation – none.

10. Executive Session

Motion: (Paquette/Carabeau) To move into Executive Session at 8:31 p.m. to discuss a personnel matter. Mr. Sandford was invited to attend.

Unanimous

The meeting returned to regular session at 8:45 p.m.

10. Possible action – none.

11. Adjournment

Motion: (Child/Paquette) to adjourn at 8:55 p.m.

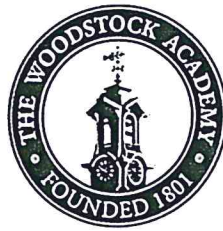
Respectfully submitted,

Julie Woodland

Julie Woodland

Board Clerk

Woodstock Academy shall prepare ALL students for a lifetime of learning by providing academic rigor, a safe environment, and a diversity of educational experiences which will foster a sense of respect for self and others, and will encourage active investment in family, school, community, and the world.



PRESENT: S. Asikainen, M. Beckwith, C. Bentley, R. Blackmer, K. Cerrone (P), B. Child, H. Frankhouser (W), C. Hustus (E), K. Johnston, P. Kelly, J. Larrow, G. Marmat (E), W. McGinn, D. Morse, J. Musumeci, P. Paquette, J. Rauh, C. Swenson, D. Teed, S. Young.

ADMINISTRATION: M. Harten, J. Rigney, C. Sandford, H. Singleton, J. Sturdevant.

ABSENT EXCUSED: J. Bellerose, G. Carabeau, C. Davis, E. Higgins, J. Trivella (B).

ABSENT: D. Field.

GUESTS: K. Burns, G. Edwards, W. Gatheru, K. McLoughlin, L. McLoughlin, M. B. Morse, K. Nguyen, N. Ostaszewski, B. Tuttle.

1. Call to order

The meeting was called to order at 7:15 p.m. by President C. Swenson.

2. Teacher of the Year

Associate Head of School H. Singleton introduced Mrs. Katie Burns as the 2017-2018 Teacher of the Year. Mrs. Singleton said no one can rival the size of Katie's heart and the kindness she shows everyone. Katie performs an act of kindness every week and sometimes every day. A student asked Katie to start a Kindness Club. Her loving and nurturing nature makes her so effective and she pushes her students to be good human beings; she is an inspiration to all.

3. Head of School Recognition

Wanjiru Ndeithi Gatheru '18 – Pomfret

Wanjiru leads her peers with her exceptional example - she is respectful in all of her interactions on campus with peers, faculty, staff, and visitors. Wanjiru has become quite the spokesperson for The Woodstock Academy, being highlighted in various mailings and brochures for her numerous contributions to WA.

Wanjiru is also quiet leader. She was instrumental in helping new Model UN students "learn the ropes" and is also kind and conscientious to her fellow classmates. Ms. Dziedzic said, "I consider myself lucky to have had her in class for the past two years."

Mrs. Kennedy said, "Wanjiru is a delight to have in class. She is friendly, funny, and a conscientious student. She is always polite to me and to all of her classmates. She has a positive attitude that brightens up the classroom."

Khe Nguyen '20 – Vietnam

According to Mrs. Hanczar, Khe is an amazing student and an absolutely exceptional art student who intuitively works at a high level. Khe continually challenges herself with a rigorous and advanced solution to any problem in the visual arts. She shares her understanding of complicated issues in the visual arts, all the while serving as a stellar example to her peers in terms of her work quality, kindness, and generosity.

Mr. Smith, her history teacher, cannot stop bragging about her Abraham Lincoln poster or the way she compared the System of Checks and Balances to a guillotine.

4. Community Participation –

J. Livernois provided an update on the pre-publication purchases of Dr. Smith's *A History of The Woodstock Academy*.

5. Student Council Report

Griffin Edwards provided the report. Activities included sponsoring the Relay for Life last weekend and the recent election of officers. The end of the year picnic will include awards. Student Council is wrapping up for the year.

6. Board Reports

a. Secretary's Report

i. Minutes of Special Meeting of April 23, 2018

MOTION: (Musumeci/Morse) To approve the Minutes of March 20, 2018 meeting

Abstain: Asikainen, Frankhouser, Hustus, Rauh

All others in favor

b. President's Report

i. Correspondence

1. Letter from Town of Woodstock
2. Letter to A. Estell, Chair, Union Board of Education
3. Email from K. Coddling - resignation as Brooklyn Sending Town Representative
4. Letter to P. Lusa
5. Letter from L. Cremers (Action Required)

President Swenson briefly reviewed the various correspondence.

MOTION: (Johnston/Bentley) To approve a request from L. Cremers for a leave of absence for the 2018-2019 school year.

Unanimous

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

- i. Executive
- ii. Negotiating
- iii. Policy

d. Alumni Board Update

Alumni Association President J. Larrow reported that the Alumni Board has dedicated a great deal of time to strategize on how best to highlight book sales, including special events.

One suggestion, among others, is to raise money to repair the bell on the Academy Building. This project is in the early research stage.

7. Woodstock Academy Administration Reports

a. Associate Head of School of Finance and Operations

i. 2017-2018 Budget Update

Mr. Campbell noted that although the financials were included in the Board packet, due to the joint meeting of the Building and Grounds and Finance Committee meeting on May 14, the Finance Committee had not had a chance to specifically review the report. The deficit recorded in the report was created due to checks from some of the sending towns coming in later than usual. This has now been rectified. The boarding budget will be available in a few weeks.

ii. 2018 Scholarship Approval

The Finance Committee reviewed the scholarship disbursements and recommended they be brought to the full Board for approval.

MOTION: (Kelly/Musumeci) To approve the Finance Committee's recommended 2018 scholarship disbursement.

Unanimous

b. Associate Head of School for Advancement

i. Annual Report Draft

A draft copy of the report was distributed at the meeting. There are many new donors due to the seat campaign. A significant part of the growth is due to the estate gift, but there is healthy growth across every area. It is anticipated that the report will be printed around the end of July/August, the end of the fiscal year, and it will be sent out and published online as well.

ii. Giving Update

There have been 251 donors to date, and expectations are for that number to increase.

A social media update was provided. J. Budd, Director of Communications, has showcased The Academy across all social platforms. The members of the Board were previously sent the new LinkedIn app.

Mrs. Swenson would like to reach out to the whole Board for continued 100% giving participation. She said she couldn't recommend more strongly that the Board achieve 100% by July 1st.

c. Associate Head of School Report

i. Teaching and Learning

Mrs. Singleton briefly reviewed the Monthly Update which was included in the Board packet.

ii. Academic Spotlight: Science, Student Services Report (Harten)

Dr. Harten presented the Academic Spotlight on Science, and Student Services, copies of which were provided in the Board packet and are included as part of these Minutes.

iii. Board questions/discussion

d. Head of School Report (7:45-8:00)

i. June Board Meeting (Retreat)

This meeting typically wraps up the year. The Executive Committee will discuss designating part of this meeting as a retreat. Mrs. Swenson discussed using a facilitator.

ii. End of Year Update

This update provides a summative of upcoming events. Mrs. Swenson urged all members of the Board to attend Commencement at 10:00 AM on Saturday, June 16, 2018.

Board members who have children or grandchildren graduating are eligible to come up on stage as their graduate's name is called.

There is one adjustment to Commencement. Should there be inclement weather, Commencement will be held in the Center for the Arts. The decision to hold graduation inside will be made on Friday night.

iii. Staff Emeritus/a Recommendation

Based on The Woodstock Academy policy 8331, the Board may designate the honor of Staff Emeritus/a to employees who have completed over twenty-five years of service and served with great distinction. It is an honorific title.

Peter Green, Robert Derrico, and Gloria Hanczar are distinguished educators, each of whom are retiring after completing over twenty-five years of dedicated service to The Academy. Their selection for this honor will remain as an example to future members of our Academy community.

MOTION: (McGinn/Beckwith) To accept the recommendation of Head of School Sandford to designate Peter Green, Robert Derrico, and Gloria Hanczar as Staff Emeriti.

Unanimous

iv. Summer Programming Presentation

Assistant Head of South Campus, J. Rigney, presented a PowerPoint. The philosophy of the summer facility use is to maximize the ownership of the space on North, South, and at the Bentley Complex. All spaces will be coordinated under one umbrella. This will allow The Academy to explore additional revenue streams while allowing scheduled upkeep and renovation to all spaces. This will also provide early student exposure to The Academy and allow the use of spaces to our local community. There are two strains of day camps: athletic and interactive.

Next steps will include marketing initiatives, continuing to build partnerships with external groups for future use, and assessing the viability of each program.

v. By-Laws Update/Discussion

Committee Chair W. McGinn explained that the bylaws should reflect our existing practices. The section concerning Trustees has generated the most discussion. Specifically, Section 2, the makeup of the Board, is the topic with which the committee has struggled most.

President Swenson said she wanted to focus the discussion on Section 2.2.3, Trustees of the Sending Towns. Discussion ensued.

Chair McGinn suggested that the Bylaws Committee set up another meeting and invite anyone on the Board with an interest to attend, rather than try to create language in such a large group. Mrs. Swenson agreed and asked members to send suggested wording to W. McGinn or S. Straub.

8. Other Items

K. Cerrone inquired about the time frame on Pomfret's application for a second sending town representative. Discussion ensued.

9. Citizen's Participation

Megan Bard Morse, chair of the Woodstock Board of Education, thanked the Board for their thoughtful discussion on board of education representatives. She addressed the concerns of a conflict of interest for sending town representatives; members have the best interest of their pre-k to grade 12 students. The towns realize the students in high school are still their responsibility. She also noted that sending town representatives are vetted twice, once on their board of education and once through the nominating process of the Board. The town values its partnership with The Academy and the administration.

Brent Tuttle, a member of the Pomfret Board of Education, thanked the members for their due diligence and the value board members place on sending town representatives.

Jay Livernois apprised the Board of sending town representatives contributions, as detailed in Dr. Smith's *A History of The Woodstock Academy*.

10. Executive Session

a. Budget Adjustment Plan

b. Head of School Annual Review

MOTION: (Johnston/McGinn) To enter into Executive Session at 9:40 PM to discuss Budget Adjustment Plan and Head of School Annual Review. Mr. Sanford and Mrs. Singleton are invited into the session.
Unanimous

The meeting returned to regular session at 10:38 PM.

11. Possible action based on Executive Session

MOTION: (Teed/Blackmer) To renew Head of School Sanford's contract by one year.
Unanimous

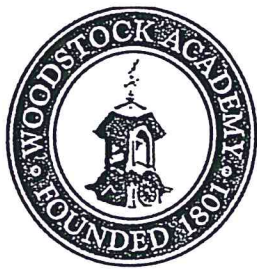
12. Adjournment

MOTION: (Paquette/McGinn) To adjourn at 10:38 PM.
Unanimous

Respectfully Submitted,

Susan Ahern Straub

Susan Ahern Straub
Board Clerk



May Updates from the Associate Head of School

What's Happening...

Student Achievements:

- Student Council for 2018-19 school year has been determined: Meg Ritzau, President (T); Noelle Ciccarelli, Vice President (B); Haven Renshaw, Treasurer (P); and Sophia Mawson, Secretary (P).
- Brooklyn Penkauskas (B) auditioned and was selected to perform in the prestigious Rhode Island Youth Symphony Orchestra.
- Lauren Neely (W) and Madalin Wilcox (B) have both won scholarships to cover a 2-week study in Italy this July!

School Programs:

- WA has TWO undefeated State E-Sports Champions – Rocket League & Overwatch. Additionally, each team won the MVP Finals trophy, Sunny Mo (T) and Dan Suitum (W), and the MVP Season trophy, Keith Carlson (P), and Dan Suitum (W).

Faculty & Staff:

- Rich Garceau achieved his 200th coaching win this month.
- Lauren Churchill was nominated and (after a very detailed process) accepted into the American School Band Directors Association.

Upcoming Events...

May 18th & 19th – *Shrek The Musical*, 7 PM, 1 PM, & 7 PM (respectively)

May 30th – World Language Induction, 7 PM, Bates Auditorium

May 31st – Teacher Retirement Celebration, 3 PM, Head of School's house
– Pops Concert, 6 PM, Putnam's Rotary Park

June 3rd – Senior Athletics Awards, 5 PM, Bates Auditorium

June 5th – Guest Author: Thomas Brandy, 7 PM, Bracken Memorial Library

June 7th – Pink House Tea, 10:45 AM
– Art Awards, 5:30 PM, The Alumni Fieldhouse

June 8th – WAMPA Awards, 6 PM, The Center for the Arts

June 12th – Spring Sports Awards, 6 PM, The Center for the Arts

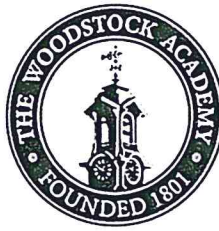
June 13th – Piano Recital, 6 PM, The Center for the Arts

June 15th – Class Night Awards Ceremony, 7 PM, The Center for the Arts

June 16th – Commencement, 10 AM, The Woodstock Commons (Rain location is The Center for the Arts)

The mission of The Woodstock Academy is to prepare all students for a lifetime of learning by providing academic rigor, a safe environment, and a diversity of educational experiences which will foster a sense of respect for self and others, and will encourage active investment in family, school, community, and the world.

**THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
SPECIAL MEETING/RETREAT
Minutes of the Meeting
North Campus—B120-122
July 2, 2018
7:00 p.m.**



These minutes are for
informational purposes

PRESENT: M. Beckwith, J. Bellerose, C. Bentley, R. Blackmer, R. Canavan, G. Carabeau, K. Cerrone (P), K. Coddling (B), C. Davis, E. Higgins, K. Johnston, P. Kelly, J. Larrow, G. Marmat (E), W. McGinn, D. Morse, J. Musumeci (via Skype), P. Paquette, C. Swenson, D. Teed, J. Trivella (B), S. Young

ADMINISTRATION: J. Campbell, C. Sandford, H. Singleton

ABSENT EXCUSED: S. Asikainen, B. Child, H. Frankhouser (W), C. Hustus (E), J. Rauh

ABSENT: D. Field

OTHERS: William Kummel, J. Woodland

1. Call to order

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

2. Board President: Report

a. By-laws Update Discussion

C. Swenson explained the various parts of the packet and invited W. McGinn to explain the process used to draft proposed changes to the by-laws in committee. Discussion ensued about the reasons for change, specific language, and communicating with Corporators according to existing by-laws. It was agreed to hold a special meeting prior to the annual meeting to explain the specific changes and provide the Corporators an opportunity for discussion and consideration. Further discussion centered on how long the process might/should take and other specifics about the mechanics of how Board of Trustees by-laws are altered. It was agreed to schedule a Special Corporators meeting ahead of the Annual Corporators Meeting, where the Corporators will vote on the proposed changes to the by-laws.

b. Independent School Financial Realities (William Kummel) Presentation/Discussion

C. Swenson introduced William Kummel, from Rational Partners, LLC. Rational Partners helps educational institutions identify and reach goals based on their business models. Mr. Kummel's services were requested so the Board could explore who The Woodstock Academy is as an institution, given the recent addition of the residential program on South campus. Mr. Kummel provided a comprehensive overview of high schools with various elements that are similar to The Woodstock Academy. Examining the goals, educational programs, financial position, population, and other unique qualities of The Woodstock Academy gave the Board a great deal to think about. Board members used this opportunity to have a wide-range of questions answered.

3. Next Steps

Mr. Kummel has planned a visit to campus in September or October to meet with administration and staff. He agreed to share various slides and specific information from the presentation with the Board.

4. Adjournment

Motion: (Morse/Bellerose) To adjourn at 9:35 PM

Unanimous

Respectfully submitted,

Julie Woodland

Julie Woodland

Board Clerk

The Woodstock Academy shall prepare ALL students for a lifetime of learning by providing academic rigor, a safe environment, and a diversity of educational experiences which will foster a sense of respect for self and others, and will encourage active investment in family, school, community, and the world.

ATTACHMENT 4

THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
AGENDA ITEM INFORMATIONAL SHEET
Woodstock, Connecticut

Board Meeting Date: August 21, 2018

Agenda Topic: Committee Reports

Summary of Issues: Meeting minutes from the various sub-committees.

Background: N/A

Recommended Motion: INFORMATIONAL – N/A.

Vision of The Woodstock Academy

The Woodstock Academy is a student-centered school which emphasizes individual growth and development through student engagement in diverse instructional opportunities effectively managed by an empowered faculty, supported by a participating community, and characterized by the highest global values of a rapidly changing world.

ATTACHMENT 5

THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
AGENDA ITEM INFORMATIONAL SHEET
Woodstock, Connecticut

Board Meeting Date: August 21, 2018

Agenda Topic: 2017-2018 Annual Report

Summary of Issues: Final version of the printed Annual Report.

Background: Each year The Academy prints an annual report which highlights some of the successes which have occurred over the past year. In addition, it includes all of the financial support we have received which allows us to meet our mission. This is placed on our website and pushed out in an electronic version to the larger community.

Recommended Motion: INFORMATIONAL – N/A.

Vision of The Woodstock Academy

The Woodstock Academy is a student-centered school which emphasizes individual growth and development through student engagement in diverse instructional opportunities effectively managed by an empowered faculty, supported by a participating community, and characterized by the highest global values of a rapidly changing world.

ATTACHMENT 6

THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
AGENDA ITEM INFORMATIONAL SHEET
Woodstock, Connecticut

Board Meeting Date: August 21, 2018

Agenda Topic: College Applications Results

Summary of Issues: This list is a sampling of the schools our students applied and got accepted into.

Background: Each year Trustee Holland asked for this list. It is important to not just look at the schools our students chose to attend but also the types of schools they got accepted into. This year we saw a significant increase in our students being accepted into top tiered schools.

Recommended Motion: INFORMATIONAL – N/A.

Vision of The Woodstock Academy

The Woodstock Academy is a student-centered school which emphasizes individual growth and development through student engagement in diverse instructional opportunities effectively managed by an empowered faculty, supported by a participating community, and characterized by the highest global values of a rapidly changing world.

Class of 2018 College Application Results

<i>Student</i>	<i>College</i>	<i>Attending</i>
1	Central Connecticut State University University of Connecticut Eastern Connecticut State University Southern Connecticut State University	Attending
2	Amherst College Boston University University of Connecticut Hamilton College - NY Lafayette College University of Massachusetts, Amherst Middlebury College Mount Holyoke College New York University	Attending
3	Drexel University Michigan State University Purdue University Rutgers University-New Brunswick Syracuse University Worcester Polytechnic Institute	Attending
4	Albertus Magnus College Becker College University of Bridgeport Connecticut College University of Connecticut Dean College Eastern Connecticut State University Franklin Pierce University University of Hartford Newbury College Nichols College Rhode Island College Wilkes University	Attending
5	College of the Holy Cross	Attending
6	Fitchburg State University Quinebaug Valley Community College Western Connecticut State University	Attending
7	Austin Peay State University Central Connecticut State University Mass College of Pharmacy & Health Sciences Rhode Island College Seattle Pacific University Western Connecticut State University	Attending
8	University of Connecticut Franklin Pierce University Quinnipiac University Springfield College University of Vermont	Attending

Class of 2018 College Application Results

9	University of Connecticut Mass. College of Pharmacy & Health Sciences Plymouth State University University of Rhode Island Simmons College	Attending
10	Manhattan College	Attending
11	University of California, Los Angeles University of California, Riverside Emmanuel College Marymount Manhattan College University of Massachusetts, Boston St. John's University - Queens Campus Suffolk University	Attending
12	Belmont University Brown University University of Connecticut University of Pittsburgh Salve Regina University	Attending
13	Boston University University of Connecticut Harvard University	Attending
14	Champlain College University of New Haven Rochester Institute of Technology Roger Williams University Worcester Polytechnic Institute	Attending
15	Castleton University Eastern Connecticut State University Keene State College University of Maine at Farmington New England College Northern Vermont University Plymouth State University	Attending
16	Charleston Southern University The Citadel, The Military College of South Carolina Norwich University Patrick Henry College Texas A&M University, Commerce	Attending
17	University of Connecticut The George Washington University University of Massachusetts, Amherst Seton Hall University Syracuse University	Attending
18	Brown University Connecticut College Emmanuel College The George Washington University Quinnipiac University	Attending

Class of 2018 College Application Results

19	Assumption College Regis College	Attend
20	Eastern Connecticut State University Emmanuel College Lasell College Salem State University University of Southern Maine	Attend
21	Bates College Bowdoin College Brown University University of Connecticut Cornell University Franklin & Marshall College College of the Holy Cross Middlebury College Princeton University Skidmore College Smith College Swarthmore College Williams College Yale University	Attend
22	American International College University of Connecticut Keene State College Nichols College The University of North Carolina at Chapel Hill University of San Diego	Attend
23	Boston College Brown University University of Connecticut Harvard University Johns Hopkins University Massachusetts Institute of Technology Rensselaer Polytechnic Institute	Attend
24	Albertus Magnus College Franklin Pierce University University of Hartford University of Maine at Farmington Northern Vermont University University of Saint Joseph Springfield College	Attend
25	Quinebaug Valley Community College	Attend
26	Quinebaug Valley Community College Riverside City College	Attend
27	University of Connecticut Eastern Connecticut State University Franklin Pierce University Quinebaug Valley Community College	Attend

Class of 2018 College Application Results

	Rhode Island College University of Rhode Island Rider University Southern New Hampshire University University of Vermont Western Connecticut State University	
28	University of Georgia Johnson & Wales University (North Miami) Lynn University College of Mount Saint Vincent	Attend
29	University of Connecticut University of Delaware Quinnipiac University Temple University University of Vermont	Attend
30	Boston College University of Chicago University of Connecticut Cornell University Dartmouth College University of Massachusetts, Amherst Northeastern University Villanova University Worcester Polytechnic Institute Yale University	Attend
31	Bates College Bucknell University Goucher College Hampshire College University of Hartford Loyola University New Orleans University of Massachusetts, Amherst Rhode Island College	Attend
32	University of California, Davis University of California, Irvine University of California, San Diego University of California, Santa Barbara University of Connecticut Georgia Institute of Technology University of Miami Northeastern University Purdue University Virginia Tech	Attend
33	Central Connecticut State University Connecticut College University of Connecticut Eastern Connecticut State University Fisher College	

Class of 2018 College Application Results

	Quinnipiac University	
	Western Connecticut State University	Attend
34	University of Tennessee, Chattanooga University of Tennessee, Knoxville	Attend
35	Bryn Mawr College Clark University University of Connecticut Dartmouth College Mount Holyoke College Smith College Vassar College Xavier University	Attend
36	Manchester Community College	Attend
37	Quinebaug Valley Community College Rhode Island College	Attend
38	American International College Curry College Quinnipiac University Regis University University of Rhode Island Simmons College Southern Connecticut State University	Attend
39	Boston University University of California, Los Angeles Michigan State University University of Minnesota, Twin Cities New York University Pennsylvania State University University of Pittsburgh The Ohio State University Tulane University University of Washington	Attend
40	Champlain College Emerson College Ithaca College Pace University, New York City Wesleyan University	Attend
41	Boston University University of Connecticut University of Delaware Syracuse University University of Vermont	Attend
42	Boston University University of California, Berkeley University of California, Los Angeles University of California, San Diego University of California, Santa Barbara University of Connecticut	Attend

Class of 2018 College Application Results

	University of Delaware Fordham University University of New Hampshire at Durham North Carolina State University Quinnipiac University Syracuse University Temple University	
43	Bryant University	Attend
44	Boston University Embry-Riddle Aeronautical University - Daytona Emmanuel College Franklin Pierce University University of Maine University of New Hampshire at Durham Norwich University University of Vermont College of William and Mary	Attend
45	Indian River State College	Attend
46	University of Connecticut Florida Southern College Florida State University University of Florida The University of North Carolina at Chapel Hill University of North Florida University of South Florida, Tampa University of Virginia	Attend
47	Central Connecticut State University	Attend
48	Boston University University of California, Irvine University of Connecticut University of Delaware University of Miami Virginia Tech	Attend
49	Central Connecticut State University University of Connecticut Eastern Connecticut State University Western Connecticut State University	Attend
50	York University	Attend
51	University of Connecticut Eastern Connecticut State University Quinebaug Valley Community College	Attend
52	SUNY College of Environmental Science and Forestry Union College (New York) Unity College Quinebaug Valley Community College	Attend
53	Central Connecticut State University Eastern Connecticut State University Goodwin College	

Class of 2018 College Application Results

	Johnson & Wales University (Providence) Western Connecticut State University	Attend
54	University of Connecticut College of the Holy Cross Middlebury College Tufts University United States Air Force Academy United States Military Academy - Army University of Vermont Wesleyan University	Attend
55	Fisher College University of Hartford Indian River State College Johnson & Wales University (Providence) Post University	Attend
56	Fairfield University Mount Holyoke College Salve Regina University Sarah Lawrence College Smith College Wellesley College Wheaton College MA	Attend
57	Boston College Boston University Clark University University of Connecticut The George Washington University Sarah Lawrence College	Attend
58	Quinebaug Valley Community College	Attend
59	Barnard College Boston University Brown University University of California, Berkeley University of California, Los Angeles Columbia University University of Connecticut Harvard University University of Massachusetts, Amherst University of Michigan New York University University of Pennsylvania Princeton University University of Wisconsin, Madison Yale University Yale-NUS College	Attend
60	Coventry University Plymouth University The University of Buckingham	

Class of 2018 College Application Results

	University of Essex	
	University of Hertfordshire	Attend
61	University of Connecticut	Attend
	DePaul University	
	Fairfield University	
	University of Massachusetts, Amherst	
	University of Minnesota, Twin Cities	
	St. John's University - Queens Campus	
	Syracuse University	
	Temple University	
62	Indian River State College	
	Johnson & Wales University (Providence)	
	Manchester Community College	Attend
63	Clark University	
	University of Connecticut	
	Eastern Connecticut State University	
	Northeastern University	
	Suffolk University	Attend
64	Connecticut College	Attend
65	Anna Maria College	
	Castleton University	Attend
	University of Connecticut	
	Eastern Nazarene College	
	Elms College	
	Rhode Island College	
	Simmons College	
	Utica College	
	Western New England University	
	Worcester State University	
66	Fordham University	Attend
67	Boston University	
	University of Connecticut	
	Fordham University	Attend
	University of Michigan	
	New York University	
	Northeastern University	
	Quinnipiac University	
	Simmons College	
	Tufts University	
68	Boston University	
	University of California, Davis	
	University of California, Irvine	
	University of California, Los Angeles	
	University of California, San Diego	Attend
	University of California, Santa Barbara	
	University of Connecticut	
	Fordham University	
	The George Washington University	

Class of 2018 College Application Results

	New York University Northeastern University The Ohio State University University of Wisconsin, Madison	
69	Central Connecticut State University Eastern Connecticut State University Hampshire College University of Hartford Johnson & Wales University (Providence) Rhode Island College Roger Williams University	Attend
70	Assumption College Boston College Boston University University of Connecticut Eastern Connecticut State University Emmanuel College College of the Holy Cross University of New Haven Western New England University Yale University	Attend
71	Bridgewater State University Eastern Connecticut State University Rhode Island College Salem State University Westfield State University	Attend
72	Castleton University Central Connecticut State University University of New Hampshire at Durham Plymouth State University Rhode Island College Western Connecticut State University	Attend
73	Quinebaug Valley Community College	Attend
74	Community College of Rhode Island Florida Polytechnic University Johnson & Wales University (Providence) Roger Williams University Southern New Hampshire University Vermont Technical College	Attend
75	University of Central Florida Coastal Carolina University University of Connecticut Florida International University New College of Florida	Attend
76	- Massachusetts College of Pharmacy & Health Sciences The University of Montana, Missoula Northeastern University Oregon State University	Attend

Class of 2018 College Application Results

	University of Rhode Island Washington State University University of Washington	
77	Connecticut College University of Connecticut Hampshire College Stonehill College Vassar College	Attend
78	Boston University Brown University University of Connecticut Cornell University Eastern Connecticut State University Hofstra University Northeastern University Roger Williams University Smith College Worcester Polytechnic Institute	Attend
79	University of Connecticut University of Florida The University of North Carolina at Chapel Hill Virginia Tech University of Virginia University of Wisconsin, Madison	Attend
80	Boston University Central Connecticut State University College of Charleston University of Connecticut Emmanuel College Endicott College Hofstra University University of Massachusetts, Amherst The University of North Carolina at Chapel Hill Quinnipiac University Stonehill College	Attend
81	Fairfield University Providence College Simmons College	Attend
82	Babson College Boston University Case Western Reserve University University of Connecticut Fordham University The George Washington University University of Illinois at Urbana-Champaign University of Miami New York University Northeastern University	Attend

Class of 2018 College Application Results

	Purdue University Rutgers University-New Brunswick University of Wisconsin, Madison	
83	Assumption College Clark University Eastern Connecticut State University College of the Holy Cross University of New Hampshire at Durham Providence College Saint Anselm College Salve Regina University Stonehill College	Attend
84	Bates College Brown University Colgate University University of Connecticut Hamilton College - NY Middlebury College Northeastern University Swarthmore College	Attend
85	University of California, Davis	Attend
86	Anna Maria College Rhode Island College	Attend
87	Boston University Bryant University Clark University Connecticut College University of Connecticut Eastern Connecticut State University University of New Hampshire at Durham Stonehill College University of Vermont	Attend
88	University of Connecticut Drexel University The University of North Carolina at Chapel Hill	Attend
89	East Carolina University Framingham State University Keene State College University of New England Springfield College	Attend
90	University of Massachusetts Dartmouth University of Massachusetts, Amherst Rhode Island College University of Rhode Island Sacred Heart University Western Connecticut State University	Attend
91	The School of Fashion Design	Attend
92	Massachusetts Maritime Academy	Attend

ATTACHMENT 7

THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
AGENDA ITEM INFORMATIONAL SHEET
Woodstock, Connecticut

Board Meeting Date: August 21, 2018

Agenda Topic: Organizational Chart and Staffing Update

Summary of Issues: This is required to be approved by the Board of Trustees.

Background: Policy 2100 (attached) requires the Head of School to report the Administrative Staff Organization to the Board of Trustees. In addition, per policy, the Board is required to approve the chart. This will be reviewed at the Board Meeting. The chart is typically printed large enough to see (legal paper) and will be provided at the meeting. There are next to no changes from last year's chart, but if you want to see it ahead of time, please let us know and we can send it electronically to you.

Recommended Motion: I move to approve the 2018-2019 Administrative Staff Organizational Chart as presented.

Vision of The Woodstock Academy

The Woodstock Academy is a student-centered school which emphasizes individual growth and development through student engagement in diverse instructional opportunities effectively managed by an empowered faculty, supported by a participating community, and characterized by the highest global values of a rapidly changing world.

Administration

Administration Staff Organization

The administrative staff should act as a directing force toward the achievement of excellence in the educational program as established and expected by the Board of Trustees. The Headmaster shall organize the administrative staff to achieve the Academy goals as expressed by the Board of Trustees. The Headmaster shall be the administrator responsible to the Board of Trustees and shall identify lines of primary authority for all employees.

While the Headmaster shall have the necessary freedom to revise the organizational chart as needed, the Board of Trustees shall approve the elimination, the creation of new positions or major changes in job responsibilities. Each year an administrative organization and structure chart shall be approved by the Board of Trustees.

The primary responsibility of the administrative staff is to help create and foster an environment of excellence in which students can learn most effectively. Excellence in education includes ensuring administrative role models reflect diversity in the population as a whole. In an effort to provide such role models, the Trustees support measures to increase diversity through effective recruitment and hiring practices.

Professional development activities will be provided for all staff. The Trustee will work toward achieving excellence in education by utilizing varied professional development programs aimed at developing leadership skills, stimulating interest of those who are underrepresented in administrative positions, and providing career advancement support and professional development opportunities for new and experienced administrators.

Policy Adopted: August 25, 1992
Policy Updated: October 21, 2014

The Woodstock Academy
Woodstock, Connecticut

HEAD OF SCHOOL

Christopher J. Sandford

ASSOCIATE HEAD OF SCHOOL

Holly G. Singleton

ASSOCIATE HEAD OF SCHOOL FOR INSTITUTIONAL ADVANCEMENT

Jonathan D. Sturdevant

ASSOCIATE HEAD OF SCHOOL FOR FINANCE AND OPERATIONS - Interim

William J. Guillot

ASSISTANT HEAD OF SCHOOL - SOUTH CAMPUS

John D. Rigney

ASSISTANT HEAD OF SCHOOL FOR ENROLLMENT

Amy W. Favreau

DEAN OF ACADEMICS

Dr. Michael D. Harten

DEAN OF STUDENTS

Karin A. Hughes

Wesley R. Jenkins

DIRECTOR OF ANNUAL GIVING AND ALUMNI RELATIONS

Brad S. Favreau

DIRECTOR OF ART GALLERY

Gloria Hanczar

DIRECTOR OF CAMPUS SAFETY/SECURITY

Craig D. Rich

DIRECTOR OF CAPITAL PROJECTS

Gary P. Giambattista

DIRECTOR OF COMMUNICATIONS

Julia G. Budd

DIRECTOR OF HUMAN RESOURCES

Lori G. Wajer

DIRECTOR OF INFORMATION TECHNOLOGY

Matt A. Godzik

DIRECTOR OF STUDENT SERVICES

Jocelyn T. Morse

DIRECTOR OF RESIDENTIAL LIFE

Wesley R. Jenkins

DIRECTOR OF HEALTH SERVICES

Bobbie-Jo Saucier

DIRECTOR OF FACILITIES

Jason H. Gerum

DIRECTOR OF ATHLETICS – Interim

Sean M. Saucier

ASSISTANT DIRECTOR OF ATHLETICS

Trent Peters

Ann M. Rathbone

DIRECTOR OF STRENGTH AND CONDITIONING

Brenden Ostaszewski

ASSISTANT DIRECTOR OF RESIDENTIAL LIFE

Nickolas DeFeo

Nicole Ostaszewski

ASSISTANT DIRECTORS OF ENROLLMENT

Anthony Bergeron

Katherine Gonzalez

Nickolas DeFeo

ASSOCIATE DIRECTOR OF ADVANCEMENT AND ADMISSIONS

Kerri L. Nagle

COUNSELING

David Walley – Director

Leila Bowen – Counselor

Valerie Champany – Counselor

Alyssa Geissler - Counselor

Amanda Rice - Counselor

Lisa Sumner – Counselor

LIBRARIAN

Deborah L. Sharpe

NURSES

Christine Antos, L.P.N.

Nancy Glass, R.N.

Lauren Herlihy, R.N.

Kristine DiNoia, R.N.

Diana O'Connor (On-Call Nurse)

SCHOOL PSYCHOLOGIST

Elizabeth Coleman

SOCIAL WORKERS

Mackenzie LeBlanc

Vince Edwards

SUPPORT STAFF**ACCOUNTANT**

Janet Rohan

ADMINISTRATIVE ASSISTANTS

Deborah Campbell – Health Services Assistant

Danielle Giamundo - Registrar

Doreen Holt – Alumni & Development

Karen LaFreniere – Financial Assistant – A/R

Michelle Laprade – Library Assistant

Karen McGovern – Assistant to the Associate Head of School – North Campus

Traci Nelson - Receptionist/Main Office – North Campus

Susie Racine - Receptionist/Main Office - South Campus

Susan Schofield - Assistant to the Associate Head of School - South Campus

Amanda Tosetti – Admissions and Enrollment Assistant

Sharon Walsh - Receptionist/Counseling

Trish Welch - Attendance/Athletics

April White-Goodier – Student Services Assistant

Julie Woodland – Executive Assistant to the Head of School

Rebecca Wrobel – Financial Assistant – A/P

ATHLETIC TRAINERS

Chris Alves
Marcus Backlin

CAMPUS SAFETY

Eric Basak
Christopher Corey
Christopher Green
John Guari
Michael Mercier
Stephen Pickett
Sam Resnick
George Vangel
Denzel Washington

COMMUNICATIONS SPECIALIST

Joel Tretheway

CUSTODIAL STAFF

Todd Benoir
Albert Briere
Michael Dudek
Kyle Durga
Manush Ferraj
Stephen Magaw

DORM PARENTS

Daniel Boyd

HOUSEKEEPING

Jamie Bilodeau
Jane Letourneau
Felicia Hansen

MAINTENANCE STAFF

James Cournoyer
Robert Derrico
Chris Dunn
Willie Fleeton
Aaron Hogarty
Mark Kubik
Tom Nelson
Todd Patrie

MULTI-MEDIA SPECIALIST

Brad Reynolds

SCHOOL STORE & SHIPPING MANAGER

Charles Harrington

DIRECTOR OF SPORTS INFORMATION

Marc Allard

ASSISTANT STRENGTH & CONDITIONING COACH

Jeffrey Higgins

STUDENT SERVICES PARA-EDUCATORS

Gary Brine
Wendy Desrocher
Holly Grube
Jeff Lee
Crista Peters
Dorothy Tracey

TECHNOLOGY

Eric Chalupka – Technical Director/Webmaster
Kyle Benoit – Technology Specialist

ACADEMIC DEPARTMENTS:

ENGLISH

Richard Telford – Department Chair
Andrea Amato
Alexis Ballirano
Katie Burns
Nancy Chase
Kelly Danielson
Sylvia Drogosz
Laura Kennedy
Samantha Manseau
Meghan Mizak
Jason Musko
Dr. Susan Powers
Jamie Shaw
David Sturdevant

FINE ARTS

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

FAMILY CAREER AND TECHNOLOGY

JoAnn Johnson – Department Chair
Consumer Science
Michelle Gray
JoAnn Johnson
Emily Nester
Family
Michelle Gray
JoAnn Johnson

PHYSICAL EDUCATION AND HEALTH

Adam Bottone – Department Chair
Kevin Bisson
Jeffrey Boshka
Emily Nester
Nikolas Ververis
Daniel Vogt
Health
Jeffrey Boshka
Michelle Gray
JoAnn Johnson
Emily Nester
Nikolas Ververis
Vocational Technology
Eric Collelo
Kevin Foley
Keith Landin
Peter Sumner

MATHEMATICS

Ronald Rhault – Department Chair
Michael Bourgeois
Adam Child
Amy Couture
John Green
Robert Jordan
Danielle Oñate
Carolyn Riendeau
Benjamin Tilton

Stephen Tyler
Thomas Young
Joshua Welch

SCIENCE

Susan Lovegreen – Department Chair
Nancy Beauregard-Waldron
Caroline Chute
Sharon Geyer
Melany Gronski
Peter Lusa
Valerie May
Bernie Norman
Julie Sandeen
Joshua Welch

SOCIAL STUDIES

Sara Dziedzic – Department Chair
Danielle Duquette
Lauren Gagnon
Richard Garceau
Christopher Jolliff
Mike Meyer
Cara Mizak
Susan Powers
Gregory Smith
Katherine Watkins

STUDENT SERVICES

Victoria Despres – Department Chair
Mark Chuoke
Gail McCarthy
Jennifer Moore
Jessica Swanson
Janet Turini

WORLD LANGUAGE

Melissa Beck – Department Chair
Jayne Collins
Justin Fox
Yeantying (Helen) Liaw
Melita Monahan
Jason Musko
Annmarie Thibodeau
Amanda Zolobkowski

EASTCONN

Yori Hotta
Joshua Jacobson

ATTACHMENT 8

THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
AGENDA ITEM INFORMATIONAL SHEET
Woodstock, Connecticut

Board Meeting Date: August 21, 2018

Agenda Topic: Theory of Action

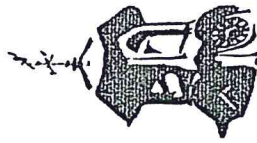
Summary of Issues: This serves at the yearly goals of the Head of School and by extension The Academy in general.

Background: Each year the Board is ask to provide consensus on the Theory of Action which guides and establishes goals for the Head of School. This document is aligned with the Boards Strategic Plan. It is understood that this may be adjusted after the Head of School evaluation is complete.

Recommended Motion: N/A – Consensus and alignment discussion.

Vision of The Woodstock Academy

The Woodstock Academy is a student-centered school which emphasizes individual growth and development through student engagement in diverse instructional opportunities effectively managed by an empowered faculty, supported by a participating community, and characterized by the highest global values of a rapidly changing world.



The Woodstock Academy's Leadership Theory of Action for Continuous Improvement to Enhance Student Learning for All

2018-2019 School Year

THE WOODSTOCK ACADEMY LEADERSHIP THEORY

This Leadership Theory of Action was developed with the cooperation of stakeholders and is based upon the belief that if focus is continually maintained on each component of the instructional core (*students, teachers, and content*), student achievement will improve for ALL students. This Theory of Action is a set of interrelated coherent strategies that describe actions or strategies that bring about system-wide improvement in the area of student achievement and serves as the planning document for continuous improvement. (Elmore R.)

The Woodstock Academy Mission

Woodstock Academy shall prepare ALL students for a lifetime of learning by providing academic rigor, a safe environment, and a diversity of educational experiences which will foster a sense of respect for self and others, and will encourage active investment in family, school, community, and the world.

The Woodstock Academy's Leadership Core Beliefs

We are committed to the belief that ALL children are capable and have a fundamental right to attain high levels of educational achievement so they can foster a sense of respect for themselves and others, and will encourage active investment in their family, school, community, and the world.

We believe that in order to have the largest impact upon student learning and to provide opportunity for high-level achievement, it must start with the instructional core, specifically through: increasing the role of the student in the instructional process, increasing the rigor of content and expanding educational opportunities for ALL students and supporting the knowledge and skill development of teachers.

We believe that in order to ensure an environment for continuous improvement we must constantly review and improve systems and structures to maintain focus on learning for ALL students.

We believe that in order to increase the success for ALL students we must focus on the individual needs of students, on student relationships and continually invest in each student's success.

Strategic Area/Action Step

PROGRAM

- Continue to work with staff to develop innovative and interdisciplinary programs which makes use of the new SPIROL STEAM Center.
- Monitor and address the achievement gap between regular education students and high need students.
- Continue to strengthen the transition program for all students as they transition out of The Academy.
- Complete the NEASC Self-Study.

FACULTY/STAFF

- Implement a new/updated supervision and evaluation plan for residential staff.
- Monitor the collaboration and possible academic isolation with the opening of South Campus.
- Monitor the integration of the boarding staff into the larger school community.
- Complete the NEASC Self-Study.

SCHOOL CLIMATE/SAFETY

- Develop action steps based on the comprehensive yearly school climate survey.
- Continue to fine-tune a comprehensive boarding program that provides positive and constructive activities in conjunction with the goals of the boarding program, which works to increase inclusion of day students.
- Complete the NEASC Self-Study.

GOVERNANCE

- Work with the Board to determine and align our business practices moving forward.
- Successfully negotiate a new contract with the WEAE.
- Obtain 100% board participation in the Annual Fund/Capital Campaign.
- Complete the NEASC Self-Study.

FACILITIES

- Develop a comprehensive Capital Facilities Plan for both campuses.
- Begin planning for the construction of a new science lab for the summer of 2018-2019.
- Continue to develop *The Center for the Arts*.
- Complete the NEASC Self-Study.

ENROLLMENT AND RELATIONSHIPS

- Continue to work to diversify the boarding population internationally.
- Begin the process of planning for a decrease in sending town enrollment.
- Complete the NEASC Self-Study.

FISCAL MANAGEMENT

- Update the Investment Policy of The Academy.
- Move scholarships funds from The Academy to the Foundation.
- Continue to develop additional revenue streams in response to the addition of South Campus.
- Begin the process of planning for a decrease in sending town enrollment.
- Complete the NEASC Self-Study.

COMMUNITY PARTNERSHIPS	
Within budget realities hire a College/Career Counselor to the Guidance Office, with a focus on building strong relationships in the business community.	
Work to expand the positive relationships to the state-wide level.	
As the boarding population expands and diversifies, work to expand the community to include groups which align with the diversity of the boarding population.	
Complete the NEASC Self-Study.	
RESOURCE DEVELOPMENT	
Continue to build and strengthen relationships with international families.	
Focus on domestic major gift development.	
Increase alumni and parent engagement.	
Upgrade constituent database to modern user and mobile friendly version.	
Complete the NEASC Self-Study.	