

MINUTES OF THE ANNUAL MEETING
THE WOODSTOCK ACADEMY
BOARD OF TRUSTEES
Loos Center, South Campus
August 13, 2024
7:00 p.m.



These minutes are for
informational purposes only.

PRESENT: Asikainen, Samantha; Beckwith, Martha; Blackmer, Robert; Brown, Lauren; Duvall, Nancy; Higgins, Edwin; Keser, Adam (W); Langevin, Leisl; Larrow, Jeff; McGinn, Walter; Munroe, Heather; Paquette, Philippa; Quinn, Eric; Rhynhart, Hans; Rich, Matthew; Samborowski, Leonard; Swenson, Christine; Tuttle, Brent (P); Young, Scott

ADMINISTRATION: Davidson, Eric; Favreau, Amy; Harten, Michael; Sandford, Chris; Singleton, Holly; Sturdevant, Jon; Susi, Michael; Ten Eyck, Beth; VanderSwaagh, Shannon; Woodland, Julie

ABSENT WITH NOTIFICATION: Bentley, Cary; Bessette, Andrew; Ellsworth, Robert (E); Morse, David; Perkins-Banas, Melissa (B)

GUESTS: Joe Musumeci, Janet Rohan

1. Call to Order

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

2. Community Participation – None.

3. Board and Foundation Term Recommendations

a. Term Renewals & Appointments – Trustees of the Corporation

MOTION: (Young/Tuttle) To appoint Martha Beckwith, Cary Bentley, and Bob Blackmer as Trustees of the Corporation for six-year terms that end in 2030.

Unanimous

MOTION: (Tuttle/Larrow) To appoint Lauren Brown as a Trustee of the Corporation to a six-year term that ends in 2030.

Unanimous

b. Term Appointment – Slate of Officers for the Board of Trustees 2024-2025

MOTION: (Tuttle/Langevin) To accept the slate of officers for the Board of Trustees for the 2024-2025 school year as presented.

President: Mrs. Christine Swenson

Vice-President: Mr. Edwin Higgins, Esq.

Treasurer: Mr. Hans Rhynhart '89

Asst. Treasurer: Dr. Walter McGinn

Secretary: Mrs. Philippa Paquette

Unanimous

c. Term Renewals & Appointments – WA Foundation Directors

MOTION: (Young/Tuttle) To recommend the Board of Trustees accept the term renewals of the Foundation Directors as presented, which terms shall expire in 2027.

- Leisl Langevin
- Jonathan Wakely

For informational purposes, the Directors of The Foundation plan to vote through an electronic consensus to accept the slate of officers of The Woodstock Academy Foundation for the 2024-2025 school year by their next meeting and report the results to the BOT.*

President
Vice-President
Treasurer
Secretary

Leisl Langevin
Benjamin Harrison
Eric Quinn
Adam Troy

**This electronic consensus vote is allowed by both Roberts Rules and the Certificate of Incorporation for The Foundation.*

4. Board Reports

a. Secretary's Report

i. Minutes of the Annual Meeting of August 15, 2023 and the Minutes of June 12, 2024

MOTION: (Blackmer/Tuttle) To approve the minutes of August 15, 2023. All voted Yes except Philippa Paquette, Adam Keser, and Lauren Brown, who abstained. Motion passes.

MOTION: (Asikainen/Tuttle) To approve the minutes of June 12, 2024. All voted Yes except Lauren Brown, who abstained. Motion passes.

b. President's Report

i. Correspondence

Head of School Sanford provided an overview of the correspondence included in the packet.

ii. Board of Trustees and Staff Reception

Wednesday, August 21, 2024, 5:00-7:00 p.m. at Taylor Brooke Brewery in Woodstock. All are invited to attend this family-friendly event.

iii. Head of School Search Update

President Swenson shared that an ad hoc search committee has been confirmed by the executive committee, and they hope to have selected a search firm before the September BOT Retreat. Discussion ensued about the ten-member size of the ad hoc committee and the specific members chosen to participate.

iv. Board of Trustees Retreat on Tuesday, September 17, 2024

Trustees were encouraged to attend.

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

There were no questions.

5. Woodstock Academy Administration Reports

a. Associate Head of School for Finance and Operations Report

i. 2023-2024 End-of-the-Year and Audit Update

Associate Head of School for Finance and Operations Mike Susi touched upon a few key revenue and expenses and stated he felt the 2023-2024 year was largely successful. The beginning steps of the audit process are underway.

ii. 2024-2025 Budget

Associate Head of School for Finance and Operations Mike Susi offered a detailed overview of the proposed 2024-2025 budget. Questions were asked and answered about grant funding, the USDA loan, accounting, software, efficiencies, and more.

iii. Academy Building Restoration Project and Summer Projects Update

The Academy Building Restoration Project continues to move along well. Issues with the elevator were discussed. A long list of routine summer projects was completed on schedule.

iv. Other – None.

v. Board questions/discussion – None.

b. Associate Head of School Report

i. Beginning of School Year Update

Associate Head of School Holly Singleton provided a detailed summary of the many updates and activities that have happened since June. Her full report is attached at the end of these meeting minutes.

ii. Other – None.

iii. Board questions/discussion – None.

c. Associate Head of School for External Affairs

i. Golf Tournament and Future Events Update

Associate Head of School for External Affairs Jon Sturdevant described the recent annual golf tournament as a very successful day for our athletic programs. He is looking forward to an upcoming alumni gathering in NYC which is expected to be well attended. The Foundation's focus for this year will be on planning and preparing for future fundraising campaigns.

ii. Fundraising Updates

A recent agreement with the Performing Arts of Northeast CT will support much greater programming in our area. There is a lot of excitement about upcoming shows at the Loos Center, Alumni Weekend, and a Hill Singers Reunion performance.

iii. Other – None.

iv. Board questions/discussion – None.

d. Assistant Head of School

i. 2024-2025 Enrollment Report

Assistant Head of School Amy Favreau shared that the current year's student count is 1024. At this time, we have 159 boarding students and 25 day students, coming from at least 31 different countries. Although China and Spain have the highest numbers of students arriving this year, "new" countries to The Academy include Belgium, Macedonia, Monaco, and Gaza. Increased admissions travel seems to be yielding good results.

ii. Other – None.

iii. Board questions/discussion – None.

e. Head of School Report

i. Summer Programming Recap

Director of Student Support Shannon VanderSwaagh provided a comprehensive description of the Extended School Year (ESY) program she oversaw this summer. This highly individualized, skill building program also included field trips and time outdoors. Several questions were answered. Dean of Students Beth Ten Eyck shared a handout detailing the wide variety of programs provided during Centaurs Summer Camp that were offered to students of many ages and from many hometowns over the past summer. Beyond being very educational and fun, both programs were profitable.

ii. Organizational Chart and Staffing Update

Head of School Sandford reviewed a handout showing 2024-2025's school organizational chart. In addition, two updated staff lists were provided in the meeting packet for reference.

iii. Theory of Action

Board members were asked to share any questions or comments about Head of School Sandford's draft 2024-2025 Theory of Action so he can incorporate any feedback.

iv. Other – None.

v. Board questions/discussion – None.

6. Other Items – None.

7. Executive Session—Legal and Personnel

8. Possible Action Based on Executive Session

An executive session was not needed.

9. Adjournment to the Annual Board of Trustees Photo

MOTION: (Samborowski/Paquette) To adjourn the meeting at 8:18 p.m.
Unanimous

Respectfully submitted,

Julie Woodland

Julie Woodland
Board Clerk

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



Summer Updates from the Associate Head of School

School Updates

- NEAS&C 5-Year Report is due September 10, 2024.
- 24-25 School enrollment – 1022 total (Grade 9, 227; Grade 10, 244; Grade 11, 269; Grade 12, 274, Grade 13, 8)
- The Academy's new special education program, The Woodstock Therapeutic Academy, will begin its inaugural year with 8 students. The program will be housed in the Student Center on South Campus.

- A new program was added to the Freshmen Focus program: Freshmen Forum, which will provide five weeks of onboarding, integration, and engagement lessons during the Community Lunch time.
- Dual Enrollment Initiative – Received \$48,000 from a CT grant in July 2023 to expand offerings (PD, textbooks, materials, equipment, marketing materials). WA has added 7 new classes to the dual-enrollment list for a total of 26. At UConn: ACC German 4, ACC/HON Contemporary Social Issues in Sports. At ECSU: ACC U.S. Government, CP Statistics, HON Spanish 3. At CT Community Colleges (QV): CP 2D CAD, Parametric Design (Engineering CAD 1 & 2).
- The CNA (Certified Nursing Assistant) course will be offered at WA this spring (cap of 18 students this year).
- New Hires for 2024-2025
 - Kelly Aceto – Career & Technology Teacher (Business)
 - Drew Beaupre – JV Boys Soccer Coach
 - Collin Billings – JV Girls Soccer Coach
 - Hannah Boarman – School Psychologist
 - Jennifer Burdick – Science Teacher
 - Patrick Button – English Teacher
 - Ester Commans – Therapeutic Academy Clinical Coordinator*
 - Andréa Danforth – Varsity Girls Soccer Coach
 - Adam Drouin – Custodian
 - Rebecca Falvey – Therapeutic Academy Clinician
 - Chelsi Gemba – Therapeutic Academy Clinical Coordinator*
 - Sean Gilmartin – Paraprofessional
 - Laci Gonzalez – Therapeutic Academy Behavior Analyst*
 - Kate Hesney – Therapeutic Academy Regional Clinical Director*
 - Tom Holmes – Select Basketball Assistant Coach, Substitute Teacher
 - Tyler Langworthy – Music Teacher
 - Francis Lecklikner – Therapeutic Academy Clinical Coordinator*
 - Josh Perez – Administrative Assistant
 - Melissa Robert – Therapeutic Academy Administrative Assistant
 - Damien Salema – Prep Soccer Coach
 - Kate Silva – Therapeutic Academy Special Education Teacher
 - David St. Jean – Varsity Boys Soccer Coach
 - Mei Syriac – Athletic Trainer
 - John Zhao – Tutor, substitute teacher

*Effective School Solutions partner employees
- New to Res Life Staff: Drew Beaupre, Hannah Burgess, Scott Davagian, Andrew FitzGerald, Tom Holmes, Christopher Mendoza, Jose Mendoza, Alina Michalski, Damien Salema, Mei Syriac, John Zhao