

**MINUTES OF THE MEETING**  
**Woodstock Academy Board of Trustees**  
**June 16, 2009**

**PRESENT:** H. Barlow, M. Beckwith, R. Blackmer, G. Carabeau (E), E. Cartier (P), B. Child, H. Folsom, S. Fredrickson, G. Garabrant, E. Higgins, K. Johnston, J. Kaeding, P. Kelly, P. Lynn, J. Miragliuolo (P), D. Morse, K. Page (E), P. Paquette (7:35), J. Rauh, A. Spalding, T. Stokes, C. Swenson (W), D. Teed, S. Young

**ADMINISTRATION:** J. Campbell, A. Cormier, R. Foye, J. Grossman, H. Singleton

**GUESTS:** Dr. Frank Baran, Mr. Frank May, Mr. & Mrs. Mitra & Family  
Students: Daniel Mitra, Jonathan Roemer

**ABSENT EXCUSED:** J. Gerardi-Voccio (B), Jeri Musumeci, Joseph Musumeci

**ABSENT:** R. Holland, W. Loftus (W), M. Lyons (B)

**1. Call to Order**

The meeting was called to order by President Sandra Fredrickson at 7:08 p.m.

**2. Citizen's Participation**

None.

**3. Special Presentation – Presidential Scholar**

Mrs. Fredrickson made a special presentation on behalf of the Academy and Board of Trustees to Daniel Mitra for his selection as the Academy's first Presidential Scholar. Daniel gave a demonstration to the Board of his tap dancing talent. This award is one of the highest awards that the Nation bestows upon graduating high school seniors for academic achievement and performing arts.

**4. Student Presentation – Boy's Nation Participant**

Jonathan Roemer gave a PowerPoint presentation on his experience as a Boy's State and Boy's Nation Participant.

Mrs. Fredrickson congratulated both young men on their achievements and expressed the sentiments of the Board and the Academy that these students were outstanding examples of the Academy Difference.

**5. Faculty Report**

Mr. May reported on behalf of the faculty. He thanked the Board on behalf of the faculty for the opportunity to deliver a faculty report each month; congratulated the seniors for reaching the milestone of graduating; thanked Mr. Foye for being the "Captain" of the ship and wished he and his family well; and expressed appreciation for the opportunity to meet with Mr. Caron and begin an healthy and productive partnership. From the faculty news: the Academy will be hosting 11 students and 6 teachers from Senegal. Hosting families are being sought for two teachers. The dates are September 12-October 7. Mrs. Merry Burke, Diversity Coordinator, is the contact person. The Culinary Arts class collaborated with the Broadcast class to film an adventure in grilling; collaborated with the Mandarin class to make Chinese dumplings; and baked cakes for the monthly birthday celebration for all staff. The Family Foods and Nutrition classes are culminating the year with a project embracing culture and food from other countries. In the Art Department, the Electronic Design students submitted entries to the VFW Patriotism Art contest. 3 Academy students were regional winners: Eric Lernould, 1<sup>st</sup> place; Mike McCoy, 2<sup>nd</sup> place; and Kaine Herrick, 3<sup>rd</sup> place. The department also submitted 10 entries to the annual Congressional Art Awards. Hollie Hart, an Academy senior, won 2<sup>nd</sup> place of all the entries in the 6<sup>th</sup> congressional district. Art teachers Susan Lagrow and Gloria Hanczar mounted a two-person exhibit of prints and photographs at the Jonathan Trumbull Library for the month of May. Ceramics students participated in raku firings and displayed their work in the Bowen lobby. The annual 20x30 art exhibit was held on June 11<sup>th</sup>. Over 120 art works were displayed and 15 winners will be announced this week. The winning work will be on display in the Academy hallways for the upcoming academic year.

## 6. Correspondence

Letters of correspondence included in the packet were a letter from Mr. Foye to Mr. Jeffrey Gordon, Chair of the Woodstock Planning & Zoning Commission regarding support for the Bentley Athletic Complex project; and a letter from Dr. Baran to Mrs. Fredrickson regarding a motion from the WBOE for a tuition contract with Woodstock Academy.

Mrs. Fredrickson stated that the letter from Dr. Baran will be moved to the committee level for review. Mr. Kaeding asked for clarification of the wording that included expulsion hearings. Mrs. Fredrickson believed that it pertains to the WBOE having knowledge of any Woodstock student facing expulsion. She stated that notification is the common practice already in place with all sending towns. Mrs. Swenson stated that this is something that the WBOE wishes to have in the contract but recognizes that it already occurs. Mrs. Paquette stated that if we include the suggested language in the motion to a Woodstock contract, it should be added to all contracts. Mrs. Fredrickson stated that she hoped that this letter and suggested motion was an olive branch to move forward with a relationship. She stated that most of the Board is weary of the contentious nature of the contract tissue and although we may not want to give in to anything specific at this time, we do want to move forward. She asked that comments and thoughts regarding the correspondence be emailed to Mr. Foye.

Correspondence distributed this evening included a letter from the Department of Education, approving the Academy's technology plan.

## 7. Secretary's Report

**MOTION:** (Johnston, Paquette) To accept the minutes of the meeting of May 19, 2009 as presented.

**Abstained – Blackmer, Higgins, Kaeding, Page, Teed  
All Others in Favor**

## 8. Administrative Reports

### a. Headmaster

Mr. Foye reported that contract negotiations with Brooklyn are moving along well, with the exchange of information on both sides. The Sending Town Contract Negotiation Committee will be meeting tomorrow evening.

Mr. Foye also reported that with the efforts of Mr. Campbell and Mr. Rose, of Rose Construction, the certificate of occupancy has been received for the Bracken building. He noted the good work of architect Peter Vercelli and Mr. Rose in the renovation of the building.

Mr. Foye informed the Board that the Town of Woodstock has signed the easement for the sewer and a copy was hand-delivered by Mr. Foye to the Inn at Woodstock Hill and the Fire Department. They have been waiting for the town to sign off before completing their easements.

### b. Assistant Headmaster

Mr. Cormier reported on the May 27<sup>th</sup> Art Department Awards and reception in studio arts; the hosting of the spring concert in the Alumni Fieldhouse on May 29<sup>th</sup> by the Music Department with the drum line marching for the first time and a special tribute to Mr. Foye at the end of the concert; the Valedictorian and Salutatorian luncheon sponsored by the Rotary Club on June 2<sup>nd</sup>; the AAA Awards held on June 4<sup>th</sup>; the Spring Athletic Awards night with 350 athletes hosted by coaches in their departments on June 9<sup>th</sup>; the Senior Athletic Awards Banquet held on June 14<sup>th</sup> with 100 seniors and their parents; and the Youth Leadership awards sponsored by the Rotary and represented by Kelsea Crawford and Brenna Dougherty.

Mr. Cormier stated that much of the end of year activity speaks well of the faculty and our program that the Trustees support. He thanked the Board for that effort. Mr. Foye commented that the music concert was wonderful and the tribute was quite a surprise.

### c. Dean of Curriculum

Mrs. Singleton added to Mr. Cormier's list of events, the performance of Glass Menagerie by a four-member cast under the direction of Mr. Musko. This was a collaborative effort, with the construction class building the stage set and costumes and set design by the art department.

Mrs. Singleton reported that the Senior Project culminated with students giving their presentations to a panel of judges. This was a very successful pilot year and we will continue to monitor it and adjust. She looked forward to having all seniors having this as part of their graduation requirement.

Mrs. Singleton announced that Ms. Carrie Cormier was selected as the Academy's Teacher of the Year. She stated that this is a well-deserved recognition of dedication to students and amazing performance in the area of math. The calculus results are a tribute to her efforts.

Mrs. Singleton also reported that the end of year picnic recently took place for the Freshmen Focus program. Recreational activities were organized by Mr. Norman and Mr. Boshka; Mr. Campbell cooked hamburgers and hotdogs for 300 freshmen; Ms. Kathy Chase and the Peer Helpers helped to serve the meal. Mrs. Singleton stated that it was a great end to a successful year and thanked all involved in the program for their efforts.

Mr. Miragliuolo asked about the senior projects and what type of avenues they chose. Mrs. Singleton noted that it started out very ambitious for some, until they realized how much work it would be. She stated that some of the concentrations included volunteer work in a local emergency room at Windham Hospital; work in an animal shelter in Brooklyn and animal care research by a student interested in a pre-vet career; working with the Athletic Director by a student interested in coaching who ultimately determined that sports management would be of greater interest; and a focus on a career in writing with a student self-publishing a research paper and ultimately a booklet on the subject of music. Mrs. Singleton stated that it was a very diverse group and the exercise extended beyond their classroom experience and into career exploration. Mrs. Swenson asked if any thought has been given to students writing small abstracts – brief summaries of what they did. Mrs. Singleton stated that she would like each of them to give us their work so it could be put into a booklet and made available in the library. She would like it to include all seniors who participate.

#### **d. Dean of Students**

Mr. Grossman reported that class elections were held on May 28<sup>th</sup>; students attended the QVCC Youth Conference, Dare to be Different; 3<sup>rd</sup> grade visits to the Academy were conducted by 4 classes with campus tours given, along with the Academy coloring book; a successful Senior Prom was held on May 30<sup>th</sup>; the annual Senior Tea at Roseland Cottage took place on June 3<sup>rd</sup>; the class trip to Newport took place on June 5<sup>th</sup> with a bit of rain but the cruise on the bay made up for the weather; the Academy had 4 Rotary Scholarship winners; and ACES held their end of year picnic.

#### **e. Business Manager**

Mr. Campbell noted that the financial report for the end of May was included with the minutes of the Finance Committee. There has not been much change and we are on track. He has estimated a slight deficit in the operating account. Investments have rebounded with both accounts showing slight increases in May. He anticipates that his will continue. He stated that notification was received today that the American General Bond was back to 100%.

### **10. President's Report**

Mrs. Fredrickson reported that the Educational Summit was held on June 2<sup>nd</sup> with a good turnout from superintendents and board chairs. Mr. Caron attended and had an opportunity to meet everyone. She stated that this meeting is held twice a year and is an open forum and good opportunity for round table discussion about what is happening at the Academy. She stated that Dr. Berry of Brooklyn expressed thanks for coming in with a lower tuition rate than originally anticipated. The same sentiment was echoed by other superintendents as they were going through a difficult budget process as well. The forum will continue in the fall. Mrs. Fredrickson asked for suggestions for future topics.

### **11. Old Business**

None.

### **12. New Business**

**a. Loan Resolution Security Agreement**

Mr. Foye explained that these are the necessary documents required for funding by the USDA for the sewer project. They have been reviewed by the attorney. He stated that there were changes that we would like to have made but that there isn't much that can be done with federal forms. He stated that it has been determined that these forms are appropriate and with passage, they will be sent on to the USDA. He stated that the final step will be to have the funds committed for us.

Mr. Folsom asked about the meeting of the WPCS and the discussion of the sewer tie-in and fee. He asked if that portion affected this loan. Mr. Foye stated that it would be discussed by the Building and Grounds Committee. He stated that he is hopeful that there is room to adjust that fee and that it did not affect this loan resolution. Mr. Folsom asked if the fee ends up being significantly higher, will the loan be sufficient to cover the fee. Mr. Foye stated that the loan is anticipated to cover only the construction cost and not the tie-in, because it was anticipated that it would be much less.

**MOTION:** (Folsom, Morse) To approve the loan resolution security agreement for USDA funding for the sewer project as presented.

**Abstained – Young (1)  
All Others in Favor (23)**

**b. Loan Resolution of Members or Stockholders**

A second resolution was also necessary for the loan.

**MOTION:** (Blackmer, Swenson) To approve the loan resolution of members or stockholders for USDA funding for the sewer project as presented.

**Abstained – Young (1)  
All Others in Favor (23)**

**13. Committee Reports**

**a. Finance Committee**

Mr. Kelly reviewed the minutes of the meeting.

**MOTION:** (Kelly, Lynn) To approve the recommendation of the Finance Committee for a 2.9% general wage increase for non-certified staff.

**UNANIMOUS**

**MOTION:** (Kelly, Lynn) To approve the recommendation of the Finance Committee to use the custodian health insurance employee cost share for the non-certified staff of the Academy for fiscal year 2009-2010.

**UNANIMOUS**

Mr. Kelly stated that notification of the American General Bond being back to 100% was great news. He stated that at one point, it was down to 40% of its value.

**b. Building and Grounds Committee**

Mr. Blackmer noted the minutes distributed and that many items have already been discussed. He stated that with respect to the discussion regarding the WPCA, the issue is whether the Academy's application would be treated as a new application due to the addition of the Inn's portion. The fee structure will change if this is the case. He stated that on advice of counsel, the committee recommends moving forward with the developers' agreement.

**MOTION:** (Blackmer, Kelly) To approve the recommendation of the Building and Grounds Committee to direct the Administration to move forward with the Developer's Agreement with the WPCA.

Discussion:

Mr. Carabeau asked for further explanation of the WPCA position and the step we are taking. Mr. Blackmer stated that originally the sewer extensions of the Academy and the Inn were two separate projects. We merged the two projects and accepted the plans from the Inn. The issue is one of timing: when we filed in 2006, the estimated fees were \$90,000. The fees were raised significantly last year. The WPCA has been advised that they should be treating our project as a new project now, with the addition of the Inn, and therefore subject to the new fees now estimated at \$1.2 million. Mr. Blackmer stated that the attorney believes that there are ways to get this modified. In any case, the next step is to file a developer's agreement in order to move forward. Mrs. Fredrickson added that it is in that agreement that we have the ability to begin to negotiate the fee. Mr. Higgins stated that he had done research on this change in the fee and had found nothing similar. Mr. Blackmer stated that the fee can be discussed but it has to be done through the process, the next step of which is the developers' agreement.

**Vote on the motion:**

**Abstained – Young  
All Others in Favor**

Mr. Blackmer stated that the committee also discussed a request by the Bracken Library Association through our Trustee liaison, Mrs. Beckwith, for installation of a book drop which they are willing to pay for.

**MOTION:** (Blackmer, Kaeding) To direct the Administration to work with the Bracken Library Association to have a book drop installed in the library building.

Discussion:

Mr. Lynn asked if this would be a stand-alone or built into the building. Mr. Blackmer clarified that it would be built into the building. Mr. Lynn asked about security. Mr. Blackmer stated that it would be secure. Mr. Campbell stated that because of the area around the main door, the most likely place that it would be installed would be in the public section of the library, closer to the driveway. The unit being considered is considered secure. It is self-contained and has all the appropriate security features.

**UNANIMOUS**

**c. Executive Committee**

Mrs. Fredrickson noted the minutes included in the packet. The committee discussed agenda items, correspondence, and received clarification from Mrs. Swenson on the WBOE's proposal and motion.

Mrs. Paquette asked for further clarification of the reason for the change in fee for the sewer hookup. Mr. Foye stated that there is an agency to appeal this and Attorney Beck will attend the next WPCA meeting. He stated that they are asking their attorney for an opinion on combining the two plans. We have our attorney in this conversation to be sure that we understand. Mr. Foye stated that last month, the WPCA engineer gave his opinion that the two plans should be combined and considered as a new plan. The WPCA expressed concern that they should have a legal opinion, not the engineer's, and are seeking that.

Mr. Garabrant asked about project updates mentioned in the Executive Committee minutes. He asked what the status was with the Historic District with regard to the flagpole and campus refurbish. Mr. Foye stated that they gave it an informal look and gave us some guidance on materials they would accept, height of flagpole, and centerpiece they would like to see. They like the concept. Mr. Foye stated that it fits with the needs of the Academy with respect to safety and enhancement. The next meeting of the District will include the drawing and measurements. They would also like to see sample materials.

**d. Academic Committee**

Mrs. Paquette reviewed the minutes distributed this evening. The committee discussed summer curriculum work, with a focus on CAPT alignment and assessment, and course development. There was a new course proposal for Honors and ACP English 4 combined, for college credit. Music and math alignment and collaboration is taking place. Visitors from Woodstock Public School attended the meeting including Dr. Baran, Mr. Casey, and Mr. Gamache. Mrs. Singleton presented the progress of the alignment around 8<sup>th</sup> graders taking Algebra 1 courses, equivalent and aligned to the Academy. There has been a lot of work done by the middle schools to get their courses aligned with ours. Most feel comfortable but the Woodstock team feels that the cut-offs for students receiving credit for the middle school course are too high. They feel that they have a particularly strong class and are concerned that several students may not make the cut-off. They would like to see it changed. The feeling from the Academy is that this is a process and that we are still not aligned enough to know what is going into the assessment at the middle school level and teaching. It was agreed that the students would be treated on an individual basis and if WPS teachers felt strongly enough, they could make an individual presentation with regard to a particular student. Mrs. Paquette stated that there are valid concerns from both sides. She stated that the cut-off should not be so low that the student is not successful in Algebra 2, after taking Geometry.

**e. Negotiating Committee**

**MOTION:** (Garabrant, Paquette) To move to Executive Session at 8:35 p.m. to discuss administrative contracts.

**UNANIMOUS**

Administrative contracts were discussed. The meeting returned to Regular Session at 9:25 p.m.

**MOTION:** (Young, Kelly) To accept the contract for Assistant Headmaster Al Cormier as presented.

**UNANIMOUS**

**MOTION:** (Young, Kelly) To accept the contract for Dean of Curriculum Holly Singleton as presented.

**UNANIMOUS**

**MOTION:** (Young, Garabrant) To accept the contract for Dean of Students Jonathan Grossman as presented.

**UNANIMOUS**

**MOTION:** (Young, Lynn) To accept the contract for Business Manager Joseph Campbell as presented.

**Abstained – Young  
All Others in Favor**

**MOTION:** (Young, Lynn) To accept the contract for Director of Development Kristen Willis as presented.

**UNANIMOUS**

The meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Kristen Willis  
Board Secretary