

**THETFORD ACADEMY BOARD OF TRUSTEES MEETING MINUTES**  
**THURSDAY, April 14, 2016**  
**7:00-10:00 P.M. • THETFORD ACADEMY LIBRARY**

**Present:**

**Board Members:** Tom Yurkosky, Jon Stableford, Carrie Wells, Therese Linehan, Shannon Darrah, Hilary Linehan, Robert Christensen, Zoe Keller, Bill Weyrick, Jim Wilson, Andy Welch, Donna Steinberg, Gio Bosco, Ann Bumpus,

**School Administration:** Bill Bugg, Linda Lanteigne-Magoon, Patty MacIlvaine, Mark Chabot, Torrelee Fisher-Sass, Mark Pichette, Rebecca Walter-Proulx

**1) Approval of March 10, 2016 meeting minutes**

Motion: Approve the Minutes of March 10, 2016 with corrections.

Moved: Therese Linehan

Second: Jon Stableford

Motion passed

**2) Public Comment Period**

Concerns were expressed regarding the ability for public to contact the Board as a whole or members directly. There were also concerns expressed about the Board Minutes supporting the open meeting law.

The Board Management Committee will review the concerns.

**3) Presentation of Board Candidate Trustee Candidate, Lindsey Klecan**

There was a question and answer session with Lindsey Klecan.

**4) Counselling Office Report**

Mark and Rebecca presented the Counseling Stakeholder Survey with an eye toward making data driven programmatic changes. The changes include proactive workflows allowing more face time with each student and becoming leading advocates for systemic changes in the school as a whole. The goal is to become a nationally certified school by adopting the RAMP model. It includes developing vision and mission statements as well as establishing an Advisory Committee. New evening events include a seniors' night with reviews of the college admission process and College Money 101 that looks and financial aid process and college value. Classroom presentations in 8<sup>th</sup> and 9<sup>th</sup> grade classes review campus concerns at college planning. Time use studies of faculty were conducted to assess direct and indirect interaction with students.

**5) Heads Report**

- The Board report included special education statistics. 32% of our students have an IEP or 504 plan. This is up significantly over the past few years. The need for Special Education support is rising at a concerning rate.
- The robotics team is heading to the world championships for the sixth year in a row.
- The Woodbury Foundation Grant report was provided and reviewed. A five year plan is forthcoming.
- A schedule team is reviewing the daily schedule hoping for a draft for a new schedule by summer to be implemented school year 2018.
- A new civics "curriculum" is being tested by faculty advisors this spring for possible implementation in the advisory program next year

- The enrollment projection for next year is around 329.
- Thetford Academy's NEASC accreditation review is approaching, and will culminate with an accreditation committee visit in the spring of 2018. NEASC schools are reaccredited every 10 years

## **6) Finance Report**

Cash flow is positive. We have not had to draw down on the budgeted endowment or transfer lines of credit. The net margin is positive and ahead of last year.

Employment agreements have gone out to all employees with faculty to return by April 15 and staff May 15.

## **7) Advancement Update**

The Phonathon was held a couple weeks ago and hit the goal of \$7500 which qualified for the board challenge match. We are working on several grants including Woodbury, Sands and Design initiatives.

The Job description for the current Director of Development was reviewed as well as the new position of Assistant Director of Development and Communication. That position is being recruited for. The June 27, 2015 decision to fund these positions from the endowment was reviewed.

Motion: Approve the two job descriptions presented.

Moved: Jim Wilson

Second: Therese Linehan

Motion passed unanimously

## **8) Board Management Update**

Tom Yurkosky, Curtis Richardson and Bill Weyrick will be stepping down this year. They combine for a total of 36 years of experience on the Board. A ballot vote was completed for Lindsey Klecan.

## **9) Break**

## **10) Vote Results**

Lindsey Klecan was elected.

## **11) Strategic Plan**

Jim Wilson presented another version of the strategic plan with minor changes based on Trustee feedback. The phrase "school spirit" was discussed at length at our last meeting. The term is used several times in the strategic plan. The committee changed the phrase in a few places in the strategic plan according to the context in which it was used. The committee discussed the core values listed in the plan. These were provided by the faculty. The committee decided to leave the core values as they are. Other minor changes were made to the plan.

## **12) Act 46 Update**

Shannon discussed the several alternatives still under consideration, including structures including Strafford, Sharon, Tunbridge, Stockbridge, Hartland and Rivendell. Hillary also discussed Strafford's current thinking. All alternatives are very fluid.

## **13) Executive Session**

Motion: Move into executive session at 9:56 pm.

Moved: Bill Weyrick

Second: Jon Stableford

Motion passed unanimously

Out of executive session at 10:20

Motion: Approve the request for a one year unpaid leave of absence by Maryanne St.-Laurent.

Moved: Jim Wilson

Second: Ann Bumpus

Motion passed unanimously

Motion: Adjourn at 10:20

Moved: Therese Linehan

Second: Bill Weyrick

Motion passed unanimously

Respectfully Submitted,

Bill Weyrick