

**THETFORD ACADEMY BOARD OF TRUSTEES**  
**Thursday, June 14, 2018**  
**Thetford Academy Library**

**MINUTES**

Ann Bumpus (Vice-President) convened the meeting at 7:05 p.m. In attendance were the following:

Trustees: Ann Bumpus, Giovanni Bosco, Melody Burkins, Bob Christensen, Karl Furstenberg, Kate Hesser, Zoe Keller (telephonically), Lindsey Klecan, Suzanna Liepmann, Therese Linehan, Jonathan Stableford, Donna Steinberg, Carrie Wells, Ben Williams, Jim Wilson

Administration: Bill Bugg (Head of School)

Absent: Peter Boyd, Shannon Darrah, Jeff Solsaa

**1. Approval of May 22, 2018, Meeting Minutes**

Motion: Accept the minutes of May 22, 2018, with one correction.

Moved: Donna Steinberg

Seconded: Jonathan Stableford

Abstained: Carrie Wells

The motion passed.

**2. Public Comment Period**

There was no public comment.

**3. Head of School Report**

First, Bill shared highlights from Class Day and Graduation. Next, he reported that, at present, 294 students are confirmed for 2018-2019, including 13 new students from Chelsea. The Thetford Outdoor Program has a summer trail crew building new trails to the top of the Glebe, one of the highest points around, and next week TOP is hosting a weeklong canoe trip down the Connecticut River for students. Following a question from Ann, Bill reported that Diana Garcia-Lavigne (Director of the International Student Program) is conducting exit interviews with departing students.

Karl commented that the list of post-secondary plans for this year's graduates is impressive. He also noted that the variety of the graduates' plans is very consistent with Thetford Academy's mission.

**4. Candidate for Trustee**

Therese introduced Robin Junker-Boyce, who has been serving on the Strategic Plan Task Force this spring. Robin shared some information about herself, including that she has been serving as the pastor of the Thetford Hill Church for the past 2.5 years, and she has a son currently at TA who loves the school. Trustees had the opportunity to ask Robin questions, and vice versa.

## **5. Approval of 2018-2019 Board Meeting Dates**

Ann asked trustees whether they wanted to have more than one daytime meeting per year. Jim noted that daytime meetings are especially nice in the winter, due to the possibility of inclement weather. Sunday, November 4th, was proposed as a daytime meeting to substitute for the usual Thursday-evening meeting in November.

Ann shared with the Board that Linda Lanteigne-Magoon (TA's CFO) and David Cornwell (Food Service Manager) had asked whether the Board wished to continue to have food provided at meetings, because a lot of it has been going uneaten. The consensus of the group was that everyone would be happy to bring their own snack and water.

Karl asked how many seats are still available on the Board for new trustees, and Therese replied that there are a maximum of four seats available.

*Therese left the meeting at 7:40 p.m.*

## **6. Executive Session I: Personnel**

At 7:40 p.m., the Board chose to go into executive session.

Motion: Move into executive session to discuss a personnel matter.

Moved: Donna Steinberg

Seconded: Melody Burkins

The motion passed unanimously.

Out of executive session at 7:55 p.m.

Motion: Approve an unbudgeted expense related to personnel.

Moved: Melody Burkins

Seconded: Donna Steinberg

The motion passed unanimously.

*Therese rejoined the meeting at 7:56 p.m.*

## **7. Executive Session II: Personnel**

At 7:56 p.m., the Board chose to go into executive session.

Motion: Move into executive session to discuss a personnel matter.

Moved: Carrie Wells

Seconded: Karl Furstenberg

The motion passed unanimously.

Out of executive session at 10:10 p.m.

Motion: Ratify the previously-announced reductions in force.

Moved: Therese Linehan

Seconded: Jim Wilson

The motion passed unanimously.

Motion: In the grievance brought forward by the Thetford Academy Education Association, the Board has determined that there is no violation of the Master Agreement.

Moved: Jim Wilson

Seconded: Carrie Wells

The motion passed unanimously.

## **8. Elections**

The Board Management Committee distributed ballots to trustees, to be returned to Donna and Lindsey for counting. The elections were for an at-large Board member, town representatives, and Board officers.

*The Board took a break from 10:11 p.m. to 10:20 p.m. and then reconvened.*

## **9. Committee & Task Force Reports**

### Advancement

Karl reported that Bicentennial planning is going forward nicely. There are big plans for the Gala on Saturday, February 9th, which will also include a silent auction.

The Advancement Committee has been talking with Bill about how to get some additional help for the Admissions and Development staff, perhaps by involving others who have interest and skills in these areas.

Karl urged the Strategic Plan Task Force to think about where environmental education fits into the Strategic Plan. Ann responded that there will be an extended Board discussion about the Thetford Outdoor Program in July.

Melody asked Karl whether the Advancement Committee is thinking about having the Bicentennial be the launch of a capital campaign, to which the school would build over the coming year. Karl replied that the Advancement Committee is discussing this, but that it will be important to be clear about the school's fundraising priorities before commencing a campaign.

### Board Management

Therese reported that the Board Management Committee is working on recruiting candidates to serve as trustees, keeping in mind the specific skillsets needed by the Board at this time.

Donna announced the results of the elections:

Robin Junker-Boyce to a four-year term as an at-large Board member;

Shannon Darrah (Thetford), Karl Furstenberg (Lyme), and Jeff Solsaa (Strafford) to one-year terms as Town Representatives;

and, to three-year terms as officers, Ann Bumpus (President), Therese Linehan (Vice-President), and Bob Christensen (Treasurer).

Donna said that she will contact Robin to inform her of the election results.

#### Personnel

Jon reported that the Personnel Committee has suspended negotiations with the staff and faculty until the current grievances are resolved.

#### Resources

Suzanna briefly went over the "Operating Budget – Detailed" for FY 2019.

#### Buildings and Grounds

Bob reported that there have been two Security Committee meetings focused on the security audit, which provided TA with lots of information. TA has a deadline of June 29th to apply for one of the School Safety and Security Grants from the Vermont Department of Public Safety, which are available to all Vermont schools in amounts up to \$25,000 per school.

Bob reminded the Board that Slafter Hall will be vacant in a year, which would be a good time to do the work needed on the foundation.

#### Strategic Plan Task Force

Melody reported that the task force is working on "getting pen to paper." The plan is to get the Board a draft of the Strategic Plan in August or early September.

#### Head of School Search

Gio reported that he has been in discussions with consultants who could help with the Head of School search. After interviewing these consultants, he recommends the hiring of Bob Stevens. Some of the consultants offer help with the leadership transition after the hiring decision has been made. Gio is talking with one of them regarding this possibility.

Motion: Approve the hiring of Bob Stevens as consultant for the Head of School search.

Moved: Jim Wilson

Seconded: Therese Linehan

The motion passed unanimously.

Gio reported that he is still working on the composition of the search committee. The plan is to have 3 trustees, 2 faculty members, 1 staff member, 1 administrator, 2 community members, 1 student, and 1 alumnus/a.

Gio reminded the Board that the committee will need a budget for the search process:

## **10. Town Reports**

#### Strafford

There was no report from Strafford this month.

#### Lyme

Karl reported that New Hampshire's current plan is to begin work in 2021 on the Lyme-East Thetford bridge, keeping the bridge open during cold-weather months, and closing it during two six-month periods during warm-weather months. Ann reported that TA has started

working proactively, in collaboration with Vermont government officials, to help ensure that travel between Lyme and Thetford is not unduly impaired by the bridge work.

Thetford

There was no report from Thetford this month.

**11. Goodbye to Outgoing Board Members**

On behalf of the Board, Ann expressed gratitude to Zoe Keller and Suzanna Liepmann for their exemplary Board service. Ann noted that Zoe will be continuing to work with the Advancement Committee.

Motion: Adjourn the meeting at 10:55 p.m.

Moved: Therese Linehan

Seconded: Melody Burkins

The motion passed unanimously.

Respectfully submitted,

Lindsey Klecan (Clerk)