

THETFORD ACADEMY BOARD OF TRUSTEES
Thursday, October 11, 2018
Thetford Academy Library

DRAFT MINUTES

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

Trustees: Ann Bumpus, Giovanni Bosco, Peter Boyd, Melody Burkins, Bob Christensen, Shannon Darrah, Karl Furstenberg, Kate Hesser, Robin Junker-Boyce, Lindsey Klecan, Keith Lewandoski, Therese Linehan, Jonathan Stableford, Donna Steinberg, Carrie Wells, Ben Williams, Jim Wilson

Administration: Bill Bugg (Head of School), Linda Lanteigne-Magoon (CFO)

Absent: Karen Burgess, Jeff Solsaa

1. Approval of September 13, 2018, Meeting Minutes

Motion: Accept the minutes of September 13, 2018.

Moved: Donna Steinberg

Seconded: Therese Linehan

Abstained: Keith Lewandoski, Carrie Wells, Jim Wilson

The motion passed.

2. Introductions

Therese introduced Keith Lewandoski, a new trustee, and welcomed him to the Board.

3. Public Comment Period

Lindsey invited Board members to sign up for a trustee team for the Thetford Historical Society's upcoming Geography Bee. In honor of TA's Bicentennial, the theme this year is "Thetford Academy and Thetford."

Kate informed the audience that the Google Hangout was open and available for the public to submit questions during the meeting.

4. Presentation on Visual Arts at TA

Karyn Neubauer (Visual Arts Teacher), who has been at TA since 2005, gave a presentation to the Board about the visual arts program at TA. Karyn invited trustees to walk over to the Art Room, where she provided a tour of all the work areas for different media and also presented a slide show of students' work. Trustees asked several questions and expressed hearty appreciation to Karyn for hosting such an interesting and informative "field trip"!

5. Head of School's Report

Bill explained that TA is required to report its official 2018-2019 enrollment to the State of Vermont and to NEASC in early October, stratified by grade, town of residence, and gender.

Bill reported on the success of the Admissions Open House, which is in its second year of utilizing a new format. Bill also reported on the work of the new Admissions Committee, which has met several times already this fall. Board members followed up with several questions and suggestions.

6. Executive Session: Student Matter

At 8:03 p.m., the Board chose to go into executive session.

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

Moved: Jon Stableford

Seconded: Carrie Wells

The motion passed unanimously.

Out of executive session at 8:21 p.m. No action taken.

7. Committee Reports

Board Management

Donna presented a policy for adoption.

- *Public Participation at Board Meetings [A21]*:

Motion: Adopt the policy on Public Participation at Board Meetings with minor edits.

Moved: Therese Linehan

Seconded: Jon Stableford

The motion passed unanimously.

Jon presented the next policy for adoption.

- *Commitment to Non-Discrimination [A22]*:

Motion: Adopt the Commitment to Non-Discrimination policy.

Moved: Gio Bosco

Seconded: Therese Linehan

The motion passed unanimously.

Lindsey presented the third policy for adoption.

- *Prevention of Employee Harassment [B5]*:

Motion: Adopt the policy on Prevention of Employee Harassment with one edit.

Moved: Therese Linehan

Seconded: Kate Hesser

The motion passed unanimously.

Donna presented the fourth policy for adoption.

- *Personnel Recruitment, Selection, Appointment, and Background Checks [B20]:*

Motion: Adopt the policy on Personnel Recruitment, Selection, Appointment, and Background Checks with several edits.

Moved: Therese Linehan

Seconded: Carrie Wells

The motion passed unanimously.

Advancement

Karl complimented the work of the new Admissions Committee. Next, he reported on some of the upcoming events in honor of the Bicentennial: The Asa Burton Bicentennial Blitz is scheduled for Saturday, October 13. This is a "history-quiz" run/walk, with facts about TA history sprinkled along the Woods Trail. Final times will be adjusted up or down for each incorrect or correct answer. The first installment of the Speaker Series is coming up on November 12 at 7:00 p.m. Sonu Bedi, Associate Professor of Government and Director of the Ethics Institute at Dartmouth College will be presenting a talk on the constitution and civil rights. Karl said that Prof. Bedi is a dynamic scholar and speaker and that it should be a fascinating evening. Lastly, the announcement of the Bicentennial Annual Fund will be happening soon. The participation of the Board, both financially and in reaching out to other prospective donors, will be important.

Personnel

Kate reported that the Personnel Committee had a very nice second meeting with the faculty negotiating team. The committee will start meeting with the staff soon.

Resources

Bob reported that, with the addition of Keith, the Resources Committee now has its full complement of members. The committee will be reviewing TA's investment policy and bringing recommendations to the Board. Following that, the committee would like to take a closer look at TA's specific investments. Bob explained that Linda has suggested changes to the budget process — specifically, changing the month in which the Board votes on next year's budget from September to May.

Bill departed the meeting at 8:56 p.m.

8. Head of School Search Update

Gio reported that Bob Stevens (search consultant) has asked trustees to complete the questionnaire which was distributed to the Board. The Head of School Search Task Force will use the questionnaire results to help it come up with criteria for screening applicants. The task force will commence the applicant-review process after its next meeting. Gio reported that he has met with numerous TA departments and has held open meetings for the community, in order to provide everyone with the opportunity to ask questions and to participate in the process if they wish. Jim declared that "Gio is doing a good job!" Gio said that November 1 is the initial deadline for applications, but that deadline can be extended if desired after the committee has reviewed the applications received.

9. Strategic Plan Update

Melody reported that the final meeting of the Strategic Plan Task Force is coming up on October 16. As the task force's work is largely finished, the meeting mostly will be an opportunity to celebrate with some cake! There are just a few more tweaks that need to be made to the document, to incorporate some helpful suggestions received from parents. The final draft version of the Strategic Plan will be brought to the Board for ratification in November. After that, Melody will spearhead the subsequent work of figuring out who will coordinate each part of the Strategic Plan and what metrics will be used to measure progress.

10. Town Reports

Lyme

Karl reported that he and Gio will be meeting with the Lyme School Board next week to talk about TA's Head of School search. Karl also reported that Lyme and TA had a very cooperative set of discussions, and the revised Partnership Agreement is all set to be signed.

Motion: Approve the revised language in the Partnership Agreement between Thetford Academy and the Lyme School District.

Moved: Karl Furstenberg

Seconded: Therese Linehan

The motion passed unanimously.

Strafford

There was no report from Strafford this month.

Thetford

Shannon reported that Thetford Elementary School will be putting in a bike trail, thanks to the generosity of TASP (Thetford After School Program). There is a lot of excitement around this. TES also may install a bike shed in the future. Shannon shared that TES currently has some costly facility issues (septic, stormwater) with which it is dealing. She also reported that healthcare for teachers will be negotiated on a statewide basis going forward. On the SU level, Thetford is waiting to hear whether some of the other towns in the SU will be required to merge into a single district under Act 46. The town is starting to work on its budget and will be in contact with TA.

Motion: Adjourn the meeting at 9:20 p.m.

Moved: Gio Bosco

Seconded: Donna Steinberg

The motion passed unanimously.

Respectfully submitted,

Lindsey Klecan (Clerk)