

Thetford Academy Monthly Board Meeting - 5/14/2020
Via Zoom Meeting

MINUTES

In virtual attendance:

Trustees: Giovanni Bosco, Carrie Wells, Shannon Darrah, Ben Williams, Donna Steinberg, Kate Hesser, Karl Furstenberg, Ann Bumpus, Robin Junker-Boyce, Melody Burkins, John Ziegler

Employees of Thetford Academy: Linda Lanteigne, Carrie Brennan, Joe Deffner, Derek Burkins

Members of the Public: Harry Kinne, Marisa Donovan, Sarah Root, Dana Grossman, Mary Dan Pomeroy

1. Welcome & President Report: Gio convened the meeting at 7:02 pm. He had received emails for some public that wanted to join the meeting. Gio welcomed everyone. He reminded everyone to mute unless speaking, and reviewed the norms of participation with members of the public. Gio recognized everyone on staff has been working really hard. He related his sense of pride when signing diplomas, noting all of the hard work that has gone into our students' achievements, from the students themselves, to the teachers and staff, the administration, parents, and volunteers.
2. Public Comment: No comments from the public

Gio introduced Sarah Root as a Strafford School Board member who will be the potential Strafford representative to the TA Board. Sarah introduced herself and explained her background and experience. She recognized the Strafford partnership with Thetford Academy. Gio explained the action item to approve Sarah's nomination onto the TA board will take place at the June meeting.

3. Consent Agenda:
 - a. Meeting Minutes March 12, 2020:
 - i. Corrections: Karl corrected the advancement report. Should clarify 100% trustee participation.
 - b. Meeting Minutes April 9, 2020:
 - c. Motion: Approval of both months' meeting minutes
 - d. Moved: Donna Stenberg
 - e. Second: Ben Williams
 - f. Motion approved. No abstentions.
4. Head of School Report: Carrie shared her presentation in powerpoint.
 - a. Teaching & Learning
 - i. Shared photos of the learning happening for remote TA

1. Advisories on Wednesdays
 2. Classes with guest speakers
 3. Administrative and other programs
 4. Students working on class projects at home.
 5. Colleagues continue to meet with one another on Wednesday afternoons.
 6. Athletes connecting with one another
- b. Partnerships
- i. River Bend Career & Technical Center
 1. Gave background and highlights of this program
 2. Proposing an idea of TA becoming a satellite site for a new class to be discussed later in the agenda.
 3. Riverbend is exploring ideas with other school districts as well.
- c. Enrollment
- i. Reviewed numbers from last month and compared it to this month.
 - ii. Doing well with recruitment with goals that have been set.
 - iii. Adjusting for retention will still be planned for and discussed as the spring continues.
- d. Community Engagement
- i. Work of celebrating the class of 2020
 - ii. Lots going on with social media, Thetford Green, faculty volunteers writing letters
 - iii. Plans for Class Day and Graduation still being worked out
- e. Strategic Plan
- i. There will be delays in implementation of certain action items due to the pandemic & school dismissal
 1. Community Campus for community audiences has been halted
 2. Educator Excellence on peer observation and the evaluation process has been halted and will pick back up at a future time

Carrie B. responded to some previous questions about 3 potential international recruits and an aim for 5 new international student recruitment and that is being focused on by the ISP coordinator. This would be added to the enrollment page.

Karl added a few comments regarding the enrollment report: Wendy Cole reports that she is quite encouraged by the level of interest in students coming or wanting to come to TA.

Ann asked about Marc Chabot's retirement and asked if Carrie B. could share more information about retirees. Carrie B. responded that other retirees this year will include Greg Mellinger and Ray Chapin. Jane Chambers retired in January.

5. New Business:
 - a. Presentation of new trustee nominations: Donna introduced 4 nominees.

- i. Mary Dan Pomeroy is on the TA Alumni Association and is a Thetford business owner for the last 16 years.
 - ii. Marisa Donovan has been working with the Advancement committee and worked for many years at the Aloha Foundation.
 - iii. Harry Kinne has worked on a TA committee improving our campus safety, and has an extensive background as Director of Dartmouth's Safety and Security department.
 - iv. Dana Grossman has lived in Thetford for 48 years, retired from a long career in editing and production at the Dartmouth medical school, and has an extensive history of volunteer work. Most recently, she participated in the Head of School search committee in 2019.
 - b. Donna asked about any questions of the nominees. No questions were asked.
 - i. Robin thanked everyone for their information
 - c. Gio used the poll feature in Zoom to approve the nominations
 - i. Unanimous approval of all nominees
 - d. Potential partnership with Riverbend Career & Tech: Cybersecurity Class @ TA
 - i. Carrie B. explained in more detail what that class would entail and who it would be open to
 - ii. Partnership at a new level and still in the planning stages.
 - iii. Opened it up for questions.
 - 1. Ann asked about space issues at TA. Will there be room?
 - a. Carrie B. thought that it could be worked out
 - 2. Gio asked about details of the course
 - a. 100 minute class daily offered in the afternoon
 - b. Opportunity for dual credit with CCV is a potential
 - c. Once everything is set Carrie B will present more details to the Board
 - 3. John asked about the financial impact
 - a. Carrie B. responded that it could benefit TA
 - b. Definitely a consideration and look for returns from the program in the future
 - 4. Melody asked about the impact to the town and traffic considerations.
 - iv. Motion: Approve the partnership with Riverbend Career & Technical Center.
 - v. Moved: Ann Bumpus
 - vi. Second: Donna Steinberg
 - 1. Motion approved unanimously
6. FY21 Budget Presentation:
- a. John explained the 3rd quarter report ending March. Ended over budget with a slightly higher enrollment and an international student. Some athletic fees have offset due to the closure. Looking to come in \$10,000 under budget. Still have

some months to go with having to handle the COVID-19 pandemic. Budget is looking positive at this time compared to a projected \$0 budget.

- b. Explained fiscal year 2020. Discussed FY 2021 that has been worked on by the resource committee, Carrie B., Linda L. Based on the enrollment of 289. Looking at a budget of about \$8,000 deficit. This is a significant improvement from what was discussed at earlier meetings. John explained some of the changes and how the budget was trimmed.
- c. Gio asked for questions:
 - i. Ben asked about the outlook beyond looking at FY2021. John explained about the endowment 4.5% draw is the difference. Will not have a detrimental effect on the endowment. Will put a drag on the growth but not exceeding what we would expect to see in growth over time on average.
 - ii. Linda L. explained the partnership with Strafford made an impact this year on the budget too.
 - iii. Ben asked about the salary number and if it reflects any impacts of the retirements this year. Linda kept the positions as is to be conservative of the projection. Carrie B. explained how TA credits experience of incoming faculty.
 - iv. Karl asked about surplus FY2020 and how it will be handled or treated. Linda explained how it was used in the past. It is a discussion the trustees can have moving forward. Carrie B. explained she can see where the money could be used looking at projections from the pandemic right now. John said it is an agenda item for a future resource committee meeting.
- d. Discussion of moving forward. Shannon discussed the uncertainty of what the state will do and will only know in time.
- e. Motion: Accept the budget for fy 2021
- f. Moved: Ann moved.
- g. Seconded: Karl Furstenberg
- h. Discussion: Lengthy discussion about the future and if more information comes forward the board has the opportunity to revisit the budget again due to the COVID-19 pandemic.
- i. Motion passed unanimously.

7. Town Reports

- a. Thetford
 - i. Shannon reported about TES remote learning. Seems to be going fairly well with some positive feedback.
 - ii. Board met once in April and will again at the end of May
 - iii. News from Montpelier today about the projection of deficits for the education fund for next year. Governor proposed today to have all

districts re-vote budgets this summer. At this point is just a proposal but important for what is coming from the state. Not sure where this will go.

- iv. Teacher negotiations are at a standstill because of the uncertain future of budgets.

b. Strafford

- i. Sarah Root was introduced already at the beginning of the meeting. Made brief additional comments.
- ii. Gio explained that there was a meeting planned to discuss a better partnership but it has been put on hold due to the pandemic.

c. Lyme

- i. Karl reported remote learning going well but also clear that for teachers, parents, and students is a trying time. School will offer more project based learning for the remainder of the year as a way to modify.
- ii. School held an upside down parade to connect families and the school.

8. Committee Reports:

a. Advancement

- i. Karl stated fundraising has been challenging due to the COVID-19 pandemic. Things are moving along though.
 - 1. Annual day of giving will still happen remotely, scheduled June 1
 - 2. A new initiative is to identify major donors to TA who have been generous in recent years. Making personal connections with letters and reaching out to people who have supported TA.

b. Board Management:

- i. Donna reported about recruitment of new nominees earlier in meeting
- ii. Melody, Ann, and Carrie B. will spearhead retreat planning for June
 - 1. Likely will use Zoom but also plan for something more personal in the future when that is possible
 - 2. Karl asked about doing some outdoor meeting if socially distanced
 - 3. Carrie B. addressed this as important for Zoom for substance and then approach the social piece in a different way
- iii. Date is Monday, June 29.
- iv. Still need to determine a 2 hour block for this to happen.
 - 1. A doodle poll will go out to the Board

c. Personnel:

- i. Kate reported still negotiating with faculty and staff. Waiting for a response from the faculty and owes the staff a response.
- ii. Gio recognized the personnel committee work on negotiations.
- iii. Ben recognized the resource committee help with negotiations too.
- iv. Robin recognized Ben's work with negotiations.

d. Resources:

- i. John reported tax return has not been filed but not past the deadline yet.
 - 1. Confident with numbers.

2. Explained some places in the return of prose written and why they are written in the way they are. Asked the board to look at those sections and if they explain TA the way we want to say it that reflects TA.
 - a. Carrie B. suggested to put it on the advancement committee meeting agenda to look as that committee
 - b. Gio will email this document to the new trustees.
 - ii. Linda reported investment recruiters proposals went out and will be reviewed soon.
 - iii. Linda reported the water PFA situation. TA is following through with recommendations. Will hope to get more information about the funding from the state as well.
9. Other Business:
- a. No other business was reported
10. Adjournment:
- a. Motion: Adjourn the meeting at 8:48pm
 - b. Moved: Donna Steinberg
 - c. Moved: John Ziegler
 - d. The motion passed unanimously.

Respectfully submitted,

Carrie Wells (recording clerk)