

**Woodlands School  
Board of Trustees Meeting**

**Our Mission**

“Creating the character of the community through diverse education.”

**Our Vision**

“The best of what urban education can be.”

**Minutes**

**March 21, 2017 – FINAL**

<b>Attending:</b>	<p><b>Officers:</b>            Chair – Sue Bay – Y            Vice Chair – Jason Schultz – Y            Treasurer – Catherine Wittig - N            Secretary – Matt O’Neill - Y            Ex-Officio – Tommie Myles, Executive Director/State Street - Principal; Patty Rogers, Bluemound Principal</p> <p><b>Trustees:</b>            Claypool, Krista - N            Coby-Beaver, Jacqueline - Y            Caruso, Carolyn – Y            Griffin, Dennis - Y            Hartwig-Rahmani, Brenda – Y            Khan, Qasim – Y            Lathrop, Kirsten - N            Richardson, Peter - Y            Sheka, Lynn – Y</p> <p>Guests: Michele Scott, Business Manager; Tracey Hermann (PTO Bluemound); Mitch Hartman; Michael Pointer-Mace; Kathy Simonis</p>
<b>1. Joint Finance/ Workforce Devel. Committee Update</b>	<p>Sue Bay gave report. The Workforce Development Committee has done great work creating a set of recommendations for pay scale, benefits and many other items. The Committee recommendations were presented to the Finance Committee for consideration.</p> <p>After the Finance Committee provided its input, Patty Rogers took the recommendations back to Workforce Development for further discussion. The WFD Committee members will be taking the draft recommendations to their respective units for further discussion,</p>

	<p>and any clarifications or additional suggestions. The plan is to have an agreed-upon set of recommendations completed for consideration at the April 20, 2017 Board meeting, so an approved salary plan can be in place by May for contracts.</p> <p>Sue is enthusiastic about the process. Tommie Myles noted this is the first such process in the past 11 years.</p>
<p><b>2. Fund Development/ Marketing Committee Update</b></p>	<p>Lynn Sheka gave report. The Committee has come up with a plan for a potential joint fundraiser to celebrate the school's 80<sup>th</sup> anniversary. Tentative potential date would be May 19, 2017, the day after the Annual Meeting.</p> <p>The concept for the event is a set cost to attend, appetizers, cash bar, raffle, adults only. Parents, teachers (past/present), grandparents and other friends of the school would be invited. Committee wants input on admission pricing.</p> <p>Carolyn Caruso explained the concept is not a major fundraiser but a start in the fund development process. Qasim Khan suggested tiered pricing, allowing attendants to contribute at different levels. Patty Rogers suggested pricing which becomes cheaper if people bring a larger group.</p> <p>The Board had extensive discussion regarding best way to structure such an event. Carolyn and Lynn thanked the Board for its input, and stressed when we go forward with a joint fundraiser, it will be critical for Board members to attend and to give their efforts towards making the event a success. Brenda Hartwig-Rahmani explained the need for the Board to help generate raffle ticket items: gift cards, services, items to build a basket with, anything else.</p> <p>Tommie Myles noted that State Street PTO has planned another fundraising event, previously scheduled for May 5, 2017, at Simple Cafe. Lynn and Carolyn noted we need to be doing these events consistent with our new policy, and will need to make sure we do not have events that will conflict with this event. Tommie will discuss the issues with the PTO board.</p> <p>After further Board discussion after coming out of closed session, it was agreed we will not try to stage the joint fundraiser this school year, but Tommie Myles will work directly with Fund Development Committee to put a joint fundraiser in place for the fall semester, as part of our ongoing effort to formalize and jointly coordinate the school's fund development efforts. We may work to incorporate the</p>

	<p>80<sup>th</sup> Anniversary theme into the May 18, 2017 Annual Meeting. Tommie is currently looking for a proper space for the Annual Meeting.</p> <p>Tommie thanked Lynn, Carolyn and Brenda for their incredible efforts to jump-start the Woodlands Fund Development process.</p>
<p><b>3. Strategic Plan Update</b></p>	<p>The Steering Committee’s March meeting was canceled due to the recent snow storm, and has been rescheduled for next week. Plan is to complete process before end of school year.</p> <p>Remaining Committee tasks include: analyzing recommendations from stakeholder meeting; complete staff stakeholder meeting; develop goal statements and strategic initiatives to present to the Board; develop tactical plan, and then finalize the Strategic Plan to guide us for the next many years.</p> <p>-----</p> <ul style="list-style-type: none"> <li>• Steering Committee members include: <ul style="list-style-type: none"> <li>○ Board: <ul style="list-style-type: none"> <li>▪ Susan Bay – board/parent</li> <li>▪ Krista Claypool – board/parent</li> <li>▪ Peter Richardson – board/finance</li> <li>▪ Carolyn Caruso – board/fund development</li> </ul> </li> <li>○ Staff: <ul style="list-style-type: none"> <li>▪ Tommie Myles</li> <li>▪ Patty Rogers</li> <li>▪ Jeff Rauworth – Bluemound teacher</li> <li>▪ Mitch Hartman – Bluemound teacher</li> <li>▪ Cindy Zielinski – State teacher</li> <li>▪ Amy Chandler – State teacher</li> </ul> </li> <li>○ Community <ul style="list-style-type: none"> <li>▪ Paul Haubrich</li> </ul> </li> </ul> </li> </ul>
<p><b>4. Good News</b></p>	<p>Patty Rogers reported: Green for Screen event went very well, raised over \$7,000 for technology. Patty read a letter from parent Tim Wood sharing wonderful news about Rory, who was offered two scholarship awards to attend Pius High School; Pius expressed that his application displayed true leadership and character. Tim expressed his thanks to Woodlands for the help in building Rory’s character and helping him achieve the opportunity.</p>

	<p>Tommie Myles reported: State Street had its first talent show on Friday. The kids blew everyone away at the show; were fantastic. Over 100 parents in attendance, and the energy was wonderful. Matt O’Neill expressed his compliments about the K4-K5 Grandparents’ Day at State Street, which was very well-organized and showcased the students and staff. Matt noted that the pig stole the show.</p>
<p><b>5. Closed Session (Employment Matter)</b></p>	<p><b>MOTION</b> by Jason Schultz to go into closed session to discuss an employment matter, second by Peter Richardson, motion passed unanimously.</p>
<p><b>6. Adjourn</b></p>	<p>Motion to adjourn by Jason Schultz, second by Peter Richardson, motion passed unanimously.</p>

Prepared by: Matt O’Neill