

**Woodlands School  
Board of Trustees Meeting**

**Woodlands School Mission**

Creating the character of the community through diverse education.

**Vision External**

The best of what an urban education can be.

**Minutes**

**June 28, 2018 – FINAL**

<b>Attending:</b>	<p><b>Officers:</b> Chair – Sue Bay – Y Vice Chair – Jason Schultz – Y Treasurer – Catherine Wittig - Y Secretary – Matt O’Neill - Y</p> <p><b>Trustees:</b> Claypool, Krista - N Griffin, Dennis - Y Hanvey, Patricia - Y Khan, Qasim – N Miller, Milika – Y Parsons, Don - N Richardson, Peter – Y Sobush, Sonya – Y Stenum, Erin – N</p> <p>Ex-Officio – Tommie Myles, Executive Director/State Street Principal; Patty Rogers, Chief Educational Director and Bluemound Principal</p> <p>Staff Trustee – Mitch Hartman, Bluemound Appointee</p> <p>Guests: Michele Scott, Business Manager; Kathy Simonis; Fund Development Assistant and Operations Manager Katelyn Kastern; Kallie Schuknecht; Brooke Zacher; Rosalie Gazzana; Symphony Swan, new Assistant Principal of State Street; Tiffany Durham, new HR Manager; Ode Osbourne; Adrienne Woods, Director of UWM Office of Charter Schools</p>
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<p><b>1. Finance Committee Report</b></p>	<p>Committee Chair Catherine Wittig gave a report. Finance met this week, and reviewed unified collection policy for the school, that was prepared by Michelle Scott, Rosalie Gazzana and Katelyn Kastern. The plan is to circulate the combined policy to our staff and stakeholders, and submit the policy to DPI.</p> <p>Audit process for 2017-2018 has just begun this week, and they will come back in August.</p> <p>Committee discussed the wage scale, and will have a further proposal next school year.</p> <p>State Street enrollment is at 319; goal was 312. There is a waiting list for all grades except 4K. Bluemound is also over-enrolled by 3 students at this time.</p>
<p><b>2. Governance Committee Report</b></p>	<p>Tommie Myles noted the Board had suggested there is a spot for a Staff Trustee. Currently Mitch Hartman is the Staff Trustee for Bluemound. Ode Osbourne from State Street has requested to be approved as Staff Trustee for State Street. Mr. Myles would like to appoint Mr. Hartman and Mr. Osbourne as Staff Trustees for the upcoming school year.</p> <p><b>Motion</b> by Jason Schultz, second by Dennis Griffin, to approve Mitch Hartman and Ode Osbourne as Staff Trustees for the 2018-2019 school year, motion approved unanimously.</p> <p>Jason Schultz explained we are seeking new trustees to serve as Vice Chair and as Secretary. Committee nominates Peter Richardson as the new Vice Chair, based upon his capabilities and service to the Board. Committee nominates Catherine Wittig to be the new Secretary. Committee nominates Qasim Khan to serve as the new Treasurer. Sue Bay will continue as Chair.</p> <p>Motion by Matt O’Neill to approve the slate proposed by the Governance Committee, second by Sue Bay, motion approved unanimously.</p> <p>Governance Committee will be looking for one new community Trustee to replace creaky old Matt O’Neill.</p> <p>Sue expressed her thanks to Matt for the years of lengthy minutes, and handed over a giant bottle of Bulleit Bourbon as a farewell gift. (Much appreciated!)</p>

<p><b>3. 2018-2019 Board Meeting Schedule</b></p>	<p>Chair Sue Bay announced the board meeting schedule for the upcoming school year:</p> <p>Thursday 8/30/18  Tuesday 9/25/18  Tuesday 10/30/18  Tuesday 11/27/18  Thursday 1/24/19  Tuesday 2/26/19  Tuesday 3/26/19  Tuesday 4/30/19  Tuesday 5/28/19  Tuesday 6/25/19</p> <p>Sue will send the schedule to UWM, and send calendar invites to the full Board. Sue highlighted the importance of attending all meetings, and we do have a call-in option if necessary.</p>
<p><b>4. Academic Excellence Committee</b></p>	<p>Chair Sue Bay explained that we received a letter from Adrienne Woods stating our proposed action plan was not approved. The Academic Excellence Committee met yesterday to discuss the issue with Ms. Woods.</p> <p>Peter Richardson reported about the meeting. The Committee re-purposed its meeting in light of the letter from Ms. Woods. Committee learned that the goals in the action plan were appropriate, but there was a lack of detail about concrete actions to be taken. The format of the report was difficult to follow (it was done in Excel). UWM was concerned about the lack of approval of a math curriculum for next year, and about the organizational structure. Dennis Griffin and Krista Clayppol are going to work closely with Mr. Myles to craft a replacement action plan, which is due to be submitted by July 15, 2018. The Committee will meet on July 11 to review the updated plan.</p> <p>Adrienne Woods addressed the board and explained the Board of Regents’ concerns. The action plan was supposed to address specific areas of concern about State Street, and the plan did not address all of them. The plan was not clear on the details and the persons in charge of each item. The focus was on new hiring, but that did not indicate what specifically would be done to advance the problems identified. The UWM Board wants a specific job description for ED, Principal and Assistant Principal. The Board questioned how it could approve an action plan when the math curriculum has not been chosen. The Board also wants clarification about what applies to State, and what applies to Bluemound.</p>

In response to a question, Ms. Woods confirmed the new plan should specifically address all items that UWM identified.

Ms. Woods reported on the Board of Regents meeting. They discussed the replication model issue. Tony Evers voted against renewal of the charter for State Street (he was the only no vote, but it is an alarming vote). The Board needs clarity on whether State Street remains a replication model, or whether State Street is now moving in its own direction and no longer serving as a replication of Bluemound.

Jason Schultz asked Dennis Griffin and Peter Richardson if they believed that had sufficient knowledge about what was needed. Dennis said it would be helpful to have members of community/faculty with educational experience to help out with this task over the next two weeks. Peter noted they will be actively seeking additional volunteers.

Ms. Woods noted that some issues at State Street as a new school are not unexpected. But they have serious questions about how the Executive Director job position functions, or whether at present it is a potential impediment to dealing with the principal responsibilities for State Street.

Ms. Woods supports the school, and believes in Mr. Myles, but a solid action plan is absolutely critical to gaining the support of the Board of Regents. Ultimately she will be reporting again on State Street in February, at the same time Bluemound is going through its renewal.

Ms. Woods was asked what will happen in February. It is a possibility it could be decided to close the school at the end of the year, but that is not the goal and it is not her expectation. Assuming the action plan is improved and approved, she will simply be reporting on the process in February.

Pat Hanvey asked if we will get feedback from Ms. Woods after the revised plan is submitted, and she confirmed we will hear from her immediately if there are serious concerns.

Malika Miller commented that the Board has seen the proposed action plan several times at the meetings, on the Smart Board. There were some comments that it was hard to follow. She is hopeful that we can work up a plan that is transparent and easier to follow. In her view having an approved math curriculum in essential – the plan just stated there would be a new curriculum. In her view the plan is too focused on placing responsibility on Mr. Myles. Finally, she has

	<p>always viewed the replication as a struggle point for State Street, creating tension. The Board needs to make a decision, and make it known and make it final. While State Street cannot be the same, it should not feel so different. She volunteered to help the committee draft the revised action plan.</p> <p>Kathy Simonis asked if the full board will review the revised action plan. Dennis Griffin stated the entire board should have the opportunity to review and comment on the Plan. Peter said we may likely circulate the draft plan electronically, at a minimum. It may not be feasible to get a quorum for an in-person meeting, but we may examine whether we can approve electronically.</p> <p>Rosalie Gazzana asked whether State Street staff are aware of these issues. Tommie Myles stated they are, and they have met and discussed the issues that are being included in the action plan. Michelle K and Maggie Rau are on the action plan team already. Tommie further discussed how the pillars of the Woodlands way are absolutely part of the foundation of State Street.</p> <p>Brook Zocher asked if Committee wants staff volunteers from both schools; Dennis Griffin said yes.</p> <p>Tommie confirmed that much of the action plan is already in place, but was obviously not well presented. He confirmed that the new math curriculum has been approved and two trainings are already scheduled for the summer.</p>
<p><b>5. Closed Session – Employee Performance Evaluation (Wis. Stat. § 19.85(1)(c))</b></p>	<p>Pat Hanvey moved to go into closed session to discuss employee performance evaluation issues, Jason Schultz seconded, motion approved unanimously.</p>
<p><b>6. Adjourn</b></p>	<p>Matt O’Neill moved to adjourn, second by Sonya Sobush, the motion passed unanimously.</p> <p>Next Board meeting is <b>August 30, 2018.</b></p>

Prepared by: Matt O’Neill