

**Woodlands School
Board of Trustees Meeting**

**Minutes
September 19, 2013 – FINAL APPROVED**

<p>Attending:</p>	<p>Officers: Chair – Loretta Cephus – Y Vice Chair – Sue Bay - Y Treasurer – Brad Hoeschen - Y Secretary – Matt O’Neill - N Ex-Officio – Maureen Sullivan, Principal – Woodlands East Patty Rogers, Principal, Woodlands</p> <p>Trustees: Acevedo, Rafael - N Coby-Beaver, Jacqueline - N Hartwig-Rahmani, Brenda – Y Leazar, Naryan - N Maney, Jennifer – Y Newell, Dr. Markeda - Y</p> <p>Guests: Marilyn Reynolds, Business Manager; Brian Mitchell, PTO representative</p>
<p>1. Approval of Financials</p>	<p>Marilyn Reynolds was introduced to the Board as the new business manager. She presented the June 2013 financial. Motion by Hoeschen for approval of financials. Maney second. Motion carries unanimously.</p>
<p>2. Woodlands School – Report & Plan</p>	<p>Woodlands School Plan</p> <ol style="list-style-type: none"> 1. School intervention compliance for students testing below proficient 2. Developing e-learning modules 3. Board Development 4. Technology infrastructure 5. Organizational structure of the two campuses <p>Motion by Maney to approve, second by Hoeschen. Motion approved unanimously.</p> <p>Report - Consulting expansion and creation of modules for sale in consulting practice. Move approval by Hoeschen, second by Rahmani. Motion passes unanimously.</p>

3. Woodlands East School - Plan	Goals are identical to Woodlands School. Motion by Hoeschen. Second by Rahmani. Motion passes unanimously.
4. Seclusion and Restraint Information	Report by Patty Rogers. New statutes on seclusion and restraint. No instances of restraint in 2012-13 school year at Woodlands School. There were 35 instances of seclusion, 6 of which were special education students. None were office referrals, which means no suspensions and expulsions.
5. Background Checks - UWM Charter Authorizer	Loretta signed commitment to UWM about chain of command when there are concerns about CEO or principal. Continuing background checks every 3 years.
6. Woodlands East Enrollment	Goal was 140 students. There are 101 students enrolled. k4-k5 is full. 1-2 enrollment is at 50%. Got to 100 quickly. Families are coming and sampling, but then leaving. Referrals continue to be our best source. There will be a budget impact we will have to deal with as well. Marketing will include Facebook pages.
7. New Board Members	<p>Carolyn Caruso - Former president at Waukesha Catholic</p> <p>Lynn Sheka - from Marquette marketing department</p> <p>Catherine Wittig - parent, who has served on Finance Committee. Works at Chase. Interested in becoming Treasurer.</p> <p>Motion to approve by Rahmani and second by Bay. Motion approved unanimously.</p>
8. Committee Updates	<p>By-Laws - Considering revision as opposed to starting from scratch.</p> <p>Workforce development - Update on evaluation guidelines to come at future meeting.</p> <p>Finance Committee - Loretta Cephus appoints Qasim Kahn. Treasurer to meet with Marilyn Reynolds to set Finance Committee meeting.</p>
9. Woodlands Names	Discussion about confusion on the name of Woodlands and Woodlands East. Future discussion needed to control the brand.
10. Adjourn	Motion to adjourn by Newell, second by Bay, passed unanimously. Next meeting: October 17, 2013.

Prepared by: Brad Hoeschen