

**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
January 26, 2020**

Attending:	<p>Officers: Chair – Peter Richardson – Y Vice Chair – Keesha Sutton – Y Treasurer – Qasim Khan – Y Secretary – LaTae Mitchell – Y</p> <p>Trustees: Adams, Kenge – Y Claypool, Krista – Y Gladney, Alandria – Y Parsons, Don – Y Richards, Jon – Y Tackes, Margaret – Y Tate-Techtmann, Margaret – Y</p> <p>Ex-Officio – Ms. Vickie Brown-Gurley Executive Director</p> <p>Staff Appointees – Rosalie Gazanna, Bluemound Campus Appointee; Ode Osbourne, State Street Campus Appointee</p> <p>Staff – Mr. Michael Pointer Mace, Bluemound Principal; Ms. Amy Fare, State Street Principal</p>
1. Approval of the Meeting Minutes from November 17, 2020	<p>Mr. Richardson called the meeting to order and submitted a draft of the minutes that Mrs. LaTae Mitchell prepared from November 17, 2020.</p> <p>Mr. Richardson asked for the approval of the Woodlands School meeting minutes from November 17, 2020.</p> <p>Motion: To approve the meeting minutes from the November 17, 2020 Woodlands School Board Meeting, by Ms.Tackes, seconded by Ms. Tate-Techtmann, motion approved unanimously.</p>

<p>2. Staff Report/ Ms. Vickie Brown-Gurley, Mr. Michael Pointer Mace, Bluemound Principal; Ms. Amy Fare, State Street Principal</p>	<p>Ms. Brown-Gurley shared information for both campuses. The goal this year is around making sure we are staying between 95-100% in attendance and engagement. The attendance for both campuses is good. Data is taken from all teachers each week.</p> <p>Principles are doing classroom observations; some are formal and informal with lots of feedback.</p> <p>Fall Assessment- We are concluding by February 5th the PALS testing. We will gear up again for Woodlands Standard Aligned Assessments. The first round and were quite pleased overall with the results showed our students are really very close if not at/above grade level standards. We will have the second round in April and attempting to break it up to give a little more time and give more time so that students can do their very best.</p> <p>WI DPI Forward Testing-Testing window is March 22- May 14, 2021. Conversations are happening with UWM and DPI as it pertains to how the assessment will be given. The assessment is designed to be a face to face, however, almost every school in WI has some form of virtual learning that is happening. Ms. Brown-Gurley spoke with Adrienne Wood at UWM, and she shared there’s conversations with DPI about their plans for making sure this assessment is accessible for those students that who are still engaged with virtual learning. The Forward assessment is very different than MAP. MAP looks at how well students are scoring as it aligns to grade level standards. The Forward assessment is more of an alignment with Woodlands Standards Aligned Assessment from the fact that both are assessing on how students are doing as it pertains to the standards for reading and math. Ms. Brown-Gurley will find out more in 2 weeks.</p> <p>Professional Learning- Staff is engaged with Professional Learning every week on Fridays. We continued our study standard align instruction. As we are working around standards, our work is around helping and making sure students are becoming proficient at grade level standards. Staff has really been emersed in this work. Ms. Danica Lewis has led a lot of this work, as well as Ms. Amy Lubin has been working closely with our Literacy staff, and all of our staff doing coaching with grade level unit teams working specifically to make sure they are prepared and have a comfort level. We started the year off looking at data from the last assessment and talking about how to translate that data into instruction. We used a tool called Proficiency Scales, to take the specific data where the children fell as it pertain to grade level to make the instruction more personalize to the needs of the student.</p> <p>Ms. Brown-Gurley stated, they had the opportunity to have a second follow-up in December. Staff led a technology session that they had</p>
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an interest and learn more tools to bring to the virtual learning classrooms and taught by colleagues.

Mr. Jon Richards asked a question around test for Ms. Brown-Gurley. The Woodlands assessment was first implemented this Fall and one of the issues he brought up from the first assessment was that in some cases students were stopping in the middle of the tests and then continue to test the next day and loose all of their data from the first day of testing. Mr. Richards wants to make sure the issues was addressed along with several other things you worked on.

Mr. Pointer Mace responded the test for the Spring will be breaking down test in sections, multiple Google forms, student data is saved to avoid less problems.

Partnership with HAWS- Ms. Amy Fare shared an exciting cross-campus, collaborative effort for both units in grades 3 & 4 at Bluemound/State street are working together in partnership with HAWS. They were generous enough to extend this grant program our school and thankful for it. Our teachers between both campuses, has spent most of January planning and timelining things out with HAWS. This project starts in February and last about five weeks. The goal is really focused on rooted in character education. The students will learn values, compassion, self-control, responsibility, and integrity and how that translates to being a compassionate person and applying it to their peers and themselves. The other component of using animals in shelters programs. There's a pre and post assessments to see what students learned from them, virtual classroom visits from HAWS.

Mr. Richarson asked if our Board member Ms. Maggie Tate-Techtman have anything to do with this program. Ms. Fare said yes and very thankful for this awesome program. Both campuses were excited and thankful for the opportunity. Ms. Maggie Tate Techtman stated this is a program they delivered in person for a number of years.

Fundraisers- We are working at Woodlands to raise money to increase our classrooms libraries. With our units of study, we need to increase the books the students have in our classrooms. Mr. Pointer Mace shared on February 27, 2021 Woodlands Day at Saz's restaurant between 11:00-9:00pm, families can make orders on the App Toast, link, and curbside pickup. 15% of profits will go to Woodlands. There are other opportunities if this turns out to be a good fundraiser to use their other location in Walker's Pointe to do Fish Fry Fridays.

Being on State Street itself seems to be the best thing to try and promote literacy and using funds to make sure we have excellent libraries. We are working with our PTO committees to get more information out. In addition, both campuses are doing coffee

	<p>fundraisers. Bluemound campus partnered with Valentine coffee and Collectivo at the State Street Campus. Also, we will have another cross-campus plant sale.</p> <p>Other Upcoming Events- We recognized there will be some lifting of some of the guidelines that were put in place for Covid-19, with vaccines on the horizon. We believe as we get closer to the end of the year, we can plan some of our end of the year events and more face to face contact. We’re looking at creative ways that other individuals have done graduation this past Spring and we’re looking to bring something that would put us in a safe environment, possibly outdoors and in proximity and not a completely virtual ceremony. Be on the look out to hear some things in the future. Families are concerned about their student’s academic progress. We want to provide a summer opportunity and provide academic support for students. Ms. Brown-Gurley is having conversations and looking at academic boost for families who wants it.</p>
<p>3. Finance Committee Report—Qasim Khan</p>	<p>The Finance committee met last week. As mentioned in the last board meeting, we have a new Business Manager, Tom Roth who has been in his seat for a little over five weeks, getting acquainted related to that function. Tom has been working hard on the first order of business is to look at the fiscal year 2020-21 that was approved in March 2020 before the pandemic. The committee went through his draft and plan to bring to the next board meeting. Key take-aways: under enrolled at both campuses which will lead to a short fall and will have an impact on our financials for this fiscal year. Tom, Ms. Brown-Gurley and the team are looking to make up some of the shortfall, however, it was pretty significant but in recent history in terms of shortfall under enrollment that we had at both campuses. The next board meeting we plan to have a recommendation and be able to present the re-forecast of the budget.</p>
<p>4. Cross Campus Cohesion Committee — Ms. Maggie Tate-Techtmann</p>	<p>Ms. Tate-Techtmann stated the committee met in early December and in the final stages of finalizing dates for focus groups were hosting virtually. One will be with Community Stakeholders such as businesses and professionals within the Story Hill and Miller Valley neighborhood and the other with current community such as parents, caregivers, etc.</p> <p>We want to get a sense of what were doing now and sharing with the community what we need to do as a school as we are looking to grow the next generation of community leaders and what a Woodlands graduate should be poised to do. Focus Groups are coming in March virtually.</p>

<p>5. Academic Excellence Update- Ms. Krista Claypool</p>	<p>Ms. Claypool stated the committee went over the assessment data, and curriculum update</p>
<p>6. Return to School Committee Update- Ms. Vickie Brown-Gurley</p>	<p>Ms. Vickie Brown-Gurley shared information on our Return to School Committee. The committee met on January 16th and talked about task, research and gathering some feedback around where our community stood as it pertains to face to face instruction. The criteria took into consideration, we set up as administrative team, visited administrators from in the city, outside, suburban, charter schools under UWM and far as Illinois. We looked at the Health Dept. data and had the unique opportunity to look at the city of Milwaukee, State and County data. Also, we sent questionnaires to parents, families, and staff about their thoughts. Last, we talked about is this feasible for Woodlands. We know its not a one size fits all which is why we tried to gather information from other schools and administrators.</p> <p>Mr. Pointer Mace listed the schools the team visited; Elmbrook Elementary, Oak Creek, Glendale, St. Anthony, Evanston Skokie, local UWM Charter Schools; Rocketship Transformation Prep, Bruce Guadalupe Community School and Seeds of Health.</p> <p>Ms. Brown-Gurley asked the principals for any high-level insights they liked to share from the sessions. Ms. Fare stated the people they spoke to at each of the schools were very informational, helpful, and honest on what they are trying to overcome some of the challenges. The amount of staffing and timing taking to make sure the students social distancing and the number of students going into quarantine in a moments notice, and staffing. Mr. Pointer Mace added on and stated it was interesting on how all the schools were creatively solving the same kind of problems. Unfortunately, there’s not one way to solve each of these problems. Such as the ventilation; all the buildings were different, some schools open windows in the morning and at night, other schools had additional devices like air purifiers.</p> <p>Ms. Brown-Gurley stated she recognized there were some administrative teams can’t do all of this and do the best they can that were outside the City of Milwaukee. We looked at some of the updates from the Health Department’s gating criteria. They have a covid-19 update every Tuesday and Thursday. On January 21st , the report is an improvement from two weeks ago. The third piece of the information was the parent and staff questionnaires. The Return to School committee wanted to do some calculating in real time. Ms. Brown Gurley shared some of the feedback from the questionnaire. We had 353 responses, over 80% of Bluemound parents and 70% State Street parents. Ms Brown-Gurley thanked all of the parents for participating. We had K4 -8 grade parents representing from grade levels. (See report)</p>

After the committee had an opportunity to see the report and notice some patterns. Many of our families were talking needing more social and emotional support. Our plan is to immediately start to implement more social and emotional support in the classrooms. The principals are in the process of developing a document to gather feedback from staff.

Families felt very strongly that their child do not have the opportunity to connect with other students. We will immediately increase the opportunity during the school day that the students are able to connect with one another. We plan to send some ideas home to parents and encourage you to talk with each other.

Engagement: There are some students who are not engaged. We have some classrooms that are doing some awesome things with students. Ms. Brown-Gurley will highlight some of the teachers at the next board meeting. We will get a cadre of teachers together that will spend some time looking at the distance learning playbook, which is a premiere tool used in classrooms.

Instructional Rigor: Staff will reach out to families to have small group and individual meetings.

Face to Face Opportunities: We look forward to planning our 8th graduation, end of year celebration and summer programming.

Ms. Brown-Gurley recommendation to the board from the Return to School committee is that Woodlands School remains in a virtual learning environment.

Ms. Claypool had a question about if the students were surveyed and if they weren't, will it be an opportunity for them to speak?

Ms. Brown Gurley stated they did not intentionally ask students feedback for this round of the questionnaire. However, many parents in their comments stated they spoke with their children in the comments.

Mr. Richards asked about homes were both parents are working, have you heard any insight from parents/teachers about how to address the situation where both parents are working during the school day.

Ms. Brown-Gurley stated they had some comments that spoke to that and learned many families have figured out how to make it work. Many of the comments didn't address that piece but they talked about that was more of a concern. Mr. Pointer Mace added in the parent's comments regarding consistency and predictabilities of schedules.

	<p>Mr. Richardson asked about the survey data and looks as though 62% of students, do you have a breakdown by campus. Knowing when the committee met in the first week of January, we discuss we were ready to decide yet because the survey data might indicate interest in returning. Is there a level at which you think it would be feasible for a certain number or percentage of parents that would be interested in utilizing in person learning? What level do you think it would be approximately? Ms. Brown Gurley stated there's not a certain amount of percentages. Going face to face is not something that can happen outside of impacting all the families who choose to go virtually. We were basing it on the four categories and too many variables.</p> <p>Ms. Gladney asked what does UWM say about us staying in a virtual environment. There are other UW-Charter schools that are going back face to face in some form, how do they feel about us remaining in a 100% virtual environment? Ms. Gurley-Brown stated she asked Adrienne Wood and shared with her and gathering data, and a small number of schools that are choosing based on the feedback from the community and their ability to do what they need to do. UWM has no problem with either way and provided the place and opportunity to talk with other leaders about what is happening, giving guidance and recommendations.</p>
<p>7. Public Comments/Questions</p>	<p>Many parents addressed their concerns about returning to school. Mr. Richardson clarified the committee did not decide that we are not coming back for the rest of the year. This is a recommendation that is being made in a point of time that the Covid-19 situation evolves. There could be things that can change and based on the interest on this issue we need to revisit at an appropriate time.</p> <p>Ms. Adams asked the goal is to be in person in Fall but from a timeline when do we have to make that decision? Ms. Brown-Gurley stated our intention is we are returning face to face in Fall. Based on the information, there should be a large population that has access to the vaccine. Mr. Richardson added if for some reason with the state of the pandemic, we are not able to go back fully, we will come up with a plan in July.</p> <p>Mr. Richardson stated we received this report from the committee and recommended we remain virtual. If the circumstances change, we will comeback with additional recommendations.</p>
<p>8. Adjourn</p>	<p>Mr. Richardson asked for a motion to adjourn. Ms. Tate-Techtmann moved to adjourn, seconded by Ms. Sutton, the motion passed unanimously.</p> <p>The next Board Meeting is scheduled on February 22, 2021.</p>

Prepared by: LaTae Mitchell