

**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

October 27, 2020 —Final

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 Mitchell, Latae – Y Parsons, Don – Y Richards, Jon – Y Tackes, Margaret – Y Tate-Techtmann, Margaret – Y</p> <p>Ex-Officio – Ms. Vickie Brown-Gurley Executive Director-Absent</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 September 22, 2020	<p>Mr. Richardson called the meeting to order and submitted a draft of the minutes that Ms. Erin Stenum prepared from September 22, 2020. Ms. Keesha Sutton stated Ms. Latae Mitchell accepted the task as Secretary</p> <p>Mr. Richardson asked for the approval of the Woodlands School meeting minutes from September 22, 2020.</p>

	<p>Motion: To approve the meeting minutes from the September 22, 2020 Woodlands School Board Meeting, by Ms. Tackes, seconded by Mr. Tate-Techtmann, motion approved unanimously.</p> <p>Motion: Ms. Keesha Sutton to move and appoint Ms. LaTae Mitchell as the Board’s Secretary, seconded by Ms. Tackes, motion approved unanimously. Mr. Richardson thanked LaTae for taking on this position.</p>
<p>2. Report from Staff — Mr. Michael Pointer Mace and Ms. Amy Fare</p>	<p>Woodlands School’s Principal Mr. Pointer Mace and Ms. Fare Ms. presented an update on Woodlands School virtual operations.</p> <p>Return to School Survey Results</p> <ul style="list-style-type: none"> • Data from students, parents, family and staff for things that are going well, areas for continued growth/improvements, and suggestions around virtual learning. • Commonalities across all three groups; Areas of Success, 1). Connection with students- through screen time and our families, staff and students are doing as much as they can to make it successful, appreciated supportive and collaborative. 2) Health and Safety-how Wisconsin’s amount of Covid-19 cases, families were aware that we are taking as many precautions as we can for everyone’s health and situations. 3) Collaborative and Teamwork across campus, working with the various family situations, making sure we continue to learn and plan for what’s best in virtual learning to meet the variety of family needs, keeping kids connected and really working together as a Woodlands team. • Top Area of Improvements from Educators were- screen time, schedules and more planning time, specifically with the suggestions provided by the educators. • Student Comments- Connections and relationship with the teacher/student. They are feeling connected to teacher, more organization, virtual learning is going well. <p>Survey Feedback Adjustments</p> <ul style="list-style-type: none"> • Adjustment made to have all staff professional learning and staff on Friday mornings to leave Friday afternoons for planning, unit meetings and coaching across campus. • Four new staff workgroups have been developed to help address some of the ideas from the feedback. Such as; Little Families, more information would be coming in November, Progress Reports-finishing up suggestions, Virtual Learning- looking for at what adjustments can we make for screen time and workload, Parent/Teacher Conferences-

finishing up recommendations and shared with families and staff soon.

Fall Assessments

- Online PALS testing took place the week of October 9-21 and October 27th. specifically, for reading and decoding of reading for Kindergarten- fourth grade. It was written in our plan for the University of Wisconsin Milwaukee and continued from previous years.
- Woodlands Standards Aligned Assessment took place the week of October 12-15th (Screener). The new Assessment was created this summer from staff and Danica Lewis, Interim Executive Director and began with educators looking at priority standards. Students were assessed at the standards that would be completed at the end of the previous year.
- Students who passed through the screener then went on to the Full assessment which took place the week of October 19-26 (Full) in Math and English Language Arts reading specifically. The assessment covered standards that students will need to show proficiency at the end of the school year.

Ms. Tackes asked if Mr. Pointer Mace have a percentage of students that went through the screener and moved to the Full assessment?

Mr. Pointer Mace stated we do not. The screener was completed, the information was given to the homeroom teacher in order to move the student to the full assessment. Ms. Fare stated the data is there, however, its by student and class. This assessment is a guide for teachers to know where the students are and what instructional decisions to make next. It is not for a report card grade. Our school will see how we are doing overall, and the teacher will use the results for conversation with parents. The Virtual Parent Meeting November 9 @ 6pm for all families to learn more about the assessment.

Ms. Sutton asked if this assessment done by paper or online? Mr. Pointer Mace stated this was our first time doing this assessment. MAP data couldn't be normed due to home testing and didn't meet the fidelity. Staff used Google forms to administer the testing. Principals met with the teacher teams afterwards to give feedback on how it went and what can we do better in Spring.

Mr. Khan asked how the school will illustrate growth when this is the first year and no prior year benchmark for UWM purposes. Mr. Pointer Mace stated the growth will be demonstrated from Fall 20' to Spring 21' and for the next two years.

Ms. Gladney asked will the assessments be used the same as MAP and Forward and older kids applying to High School. Will there be a format that can be submitted to other schools? Mr. Pointer Mace

stated we are creating a format to showing different ways information can be presented so that it would be a record for families to use. It will be shared with families at the upcoming conference.

Attendance

- Attendance and Engagement- we have a goal with UWM of 95-100% of our students with attend and engage with virtual learning activities.

Ms. Gladney mentioned the State Street School isn't meeting the 95% attendance goal. What are we doing to try to increase that? Ms. Fare stated we are just below and working with school social worker to reach out to families that has inconsistent attendance, working with families to support them in getting to as many classes as they can, parent meetings, teachers are reaching out to parents.

Ms. Gladney asked for clarification around attendance. What equates to attendance? Ms. Fare stated attendance is equivalent of if we were in school and a child physically walked in the building and did something during the school day to show that they were virtually there. Such as; being on camera during a live session, submitted homework, and/or done something that data show they are present physically there through evidence. The engagement piece is the student demonstrating they are in class, participating and learning. Involving in live sessions, turning in classwork and percentage of classwork.

Mr. Richards asked about the test as it wasn't set up in away to save the data and lost an entire day of work. Is it a widespread problem and what's being done to solve to correct it? Ms. Fare stated it happened to a few students. The teachers let the principals know and suggested for next Spring to break it up in smaller chunks and find a way to save their data so its not so much to submit at one time and making sure the teacher have the ownership rights to save it.

Mr. Richards stated the testing is taking longer than the MAPS test. Is there any metrics on how long this took the students to take vs the MAPS test? Mr. Pointer Mace stated we do not have broad data but antidotally it's been like the amount time as MAPS. Some students take a very long time to complete MAP testing.

Mr. Richards asked going forward if there could be more integration with the special education team on the standardize testing. Mr. Pointer Mace will take the feedback to the team.

Ms. Claypool asked about staff support and professional development. What is the professional development is for staff around the area of virtual instruction?

	<p>Ms. Fare stated our librarians and specialists are both Google certified teachers and created a variety of different ways for teachers to continue learning. PDFs, screen cast, and open session for teachers to ask questions. K4-2nd grade teachers are meeting after school to work with specialist that's volunteering time to work on ways to engage younger students in the virtual setting.</p> <p>Ms. Claypool asked how PD on Friday time is if the entire staff is receiving a Google platform or how to use Google classroom/meets effectively. If the teacher chooses to not attend what happens? Ms. Fare stated we need to continue to better leverage all those virtual learning tools. We are getting breakout rooms for Google Classrooms with the full version. We want to make sure the teachers know how to use them to build the engagement.</p> <p>Mr. Pointer Mace explained the additional PD we have done is around project-based learning, recommended from DPI as the strongest way to do virtual learning.</p> <p>Mr. Osbourne thanked Ms. Fare, Mr. Pointer Mace and team to have more time for teachers on Fridays. Mr. Richards stated that suggestion came out of the surveys and honored their time for planning while providing professional development.</p> <ul style="list-style-type: none"> • Culture of cross campus collaboration and cohesion • Student attendance and growth in academic achievement
<p>3. Finance Committee Report—Qasim Khan</p>	<p>Mr. Khan provided a update on the status of the audit. Our auditors had a Covid-19 incident occurred and need more time to complete. Ms. Brown-Gurley asked UWM for an extension. We haven't heard of any inconsistencies or issues from the work to date.</p> <p>We are in the process of looking for a new Business Manager. A job posting on several job boards and received several candidates. Interviews will take place by the end of next week to fulfill that position.</p> <p>We will need to reforecast the budget and bringing to the Board Q1 Financials at the next Board meeting to be approved and submitted in November.</p> <p>Mr. Richardson stated the Annual Meeting will be on November 17, 2020 via Zoom.</p>

<p>4. Public Comments/Questions</p>	<p>Parent: Acknowledging our state is in a difficulty place but schools are pivoting in all directions, how is Woodlands evaluating the return to school plan in light of current environments in which public, private and UW Charter schools are in or returning to either a Hybrid model or full face to face learning pivoting as needed between interfaces.</p> <p>Mr. Pointer Mace stated the administrative team is closely following the recommendations both CDC and Milwaukee Health Dept.</p> <p>Mr. Richardson asked if there were any questions or comments from Board members</p>
<p>5. Adjourn</p>	<p>Mr. Richardson asked for a motion to adjourn. Mr. Khan moved to adjourn, seconded by Ms. Sutton, the motion passed unanimously.</p> <p>The next Board Meeting is on November 17, 2020.</p>

Prepared by: LaTae Mitchell