

**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

August 24, 2021 — APPROVED

Attending:	<p>Officers: Chair – Keesha Sutton – Y Vice Chair —Margaret Tate-Techtmann Y Treasurer – Qasim Khan – Y Secretary – Tornelia LaTae Mitchell – Y</p> <p>Trustees: Adams, Kenge – Y Claypool, Krista – 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.</p> <p>Staff – Mr. Michael Pointer Mace, Bluemound Principal; Ms. Amy Fare, State Street Principal</p>
1. Approval of the Meeting Minutes from June 22, 2021	<p>Ms. Sutton called the meeting to order at 6:04pm and asked for an approval of minutes from June 22, 2021 with one correction made for Mr. Richards that Ms. Mitchell prepared.</p> <p>Motion: To approve the meeting minutes from June 22, 2021 Woodlands School Board Meeting, by Ms.Tackes, seconded by Ms. Tate-Techtmann, motion approved unanimously.</p>

<p>2. Woodlands Teacher Retention</p>	<p>Ms. Sutton stated the Board of Trustees will meet later this evening to discuss retention strategies for both campuses to make sure students and teachers with the school and all needs are met. A recorded Parent Meeting was held on Monday, August 23, 2021.</p> <p>Mr. Richards added almost entirely about coming back to school, Covid-19 and after school year care and school lunch. There was no discussion prolong discussion about the recent departures at the Bluemound campus.</p>
<p>3. Election of Trustees for 2021-2022 FY</p>	<p>Re-Election of Don Parsons and Election of Jamie Hartman.</p> <p>Ms. Tate-Techtmann gave a summary about Don Parsons and Jamie Hartman. Don has been on the Board for 3 years, has two kids at the State Street Campus and helped with leadership transitions. Jamie Hartman, she is a State Street parent, has three campus, committed family to the organization and brings early childhood experience, social justice and equity. Ms. Tackes also shared Jamie is very enthusiastic about Woodlands School.</p> <p>Ms. Tackes moved to accept the nomination and recommendation to have Jamie Hartman to join the Board and Don Parsons to rejoin the Board, seconded by Mr. Richards, motion approved unanimously.</p> <p>Ms. Sutton will call Jamie to let her know she's been approved.</p>
<p>4. Return to School Report/ Ms. Vickie Brown-Gurley</p>	<p>Ms. Brown-Gurley shared information from the Woodlands Return to School Committee report. (See report)</p> <p>The Committee met to discuss where we are to Return to School. With guidance from the CDC and the U.S. Department of Education; Woodlands is planning for full-time, in-person learning for all students for this school year. Below are the layered prevention strategies that Woodlands will have in place for the new school year:</p> <ul style="list-style-type: none"> ● Promoting vaccination ● Consistent and correct mask usage ● Physical distancing ● Ventilation (air purifiers in all classrooms and air conditioners were purchased) ● Handwashing and respiratory etiquette ● Staying home when sick & getting tested (staff and students) ● Contact tracing, quarantining and isolation (2 nurses all day while students are the building and helping us put together this plan) ● Cleaning and disinfection

Woodlands Return to School 2021 COVID-19 Protocols. Woodlands Administrative team met and discussed the current recommendations from the CDC and Milwaukee Health Department as it pertains to returning students to classrooms this fall. Based on our research and discussion, we present the following protocols for fall 2021 return to classrooms for students, staff, and parents. Ms. Brown-Gurley stated, both campuses did not have a Covid-19 case in the Spring or the Summer. A tribute to our families who have taken these protocols so seriously and the staff who implemented things with fidelity and hard work of the entire Woodland's community to keep us all safe.

Ms. Brown Gurley reviewed prevention, sanitizing/disinfecting procedures, the goals of the classroom, hallway protocols, and lunch procedures with assigned seating.

For this school year, we will be providing FREE lunch to every child in the school at NO cost. Lunch will be provided by MCFI of Milwaukee.

Parents will have the opportunity to view the menu monthly and choose which if they would like lunch for the month or the entire year for their child. A half pint of milk is included with the hot lunch. No other beverage will be available. Children will be able to bring their water bottle to lunch with them and refill them at the filtered water stations throughout the school.

Student Illness

Woodland's school standard illness policy is that any student having ANY of the following symptoms, would remain home until symptoms have resolved x 24 hours. Without the use of OTC meds. (*Example: student temp taken at 3am, has a fever of 102.1 and Tylenol given, cannot be sent to school at 7am even if temp is now 98.2. 24 hours have not elapsed, temp is falsely low due to medication*). Allergy meds are the only exception. This includes Fever >100.4, Diarrhea, or Vomiting.

Woodlands Covid Illness Policy is the same as last year, and is as follows

ANY 1 of the following symptoms will be suspect for Covid. Cough, New or worsening Shortness of breath, new onset Loss of Taste.
ANY 2 of the following symptoms will be suspect for Covid. Fever >100.4, Fatigue, Muscle aches, Headache, Congestion, Runny Nose, Nausea, Vomiting, Diarrhea, Sore Throat. Covid 19, including the Delta Variant, presents very much like a common cold, allergies, or the flu.

Unfortunately, only assessment and testing by a health care professional can determine the difference. ***Any child sent to school displaying these symptoms, will be sent home, and will be advised to be seen by their pediatrician or licensed health care professional. ***

Vaccinated Students

If a vaccinated student has a close contact with a suspected or confirmed covid case, but remains asymptomatic, they should be tested 3-5 days after exposure. They may return to school while awaiting test results provided, they always remain masked while indoors. If the test results come back positive, they will need to follow the CDC guidelines for isolation.

Staff Illness

Unvaccinated staff - should follow the same guidelines as above.

Vaccinated staff - are still at risk of contracting Covid, particularly the Delta variant.

1) If a vaccinated staff member should develop above symptoms, they will be advised to seek assessment and testing from a licensed healthcare professional and isolate until results come back.

2) If a vaccinated staff member has a close contact with a suspected or confirmed covid case, but remains asymptomatic, they should be tested 3-5 days after exposure. They may return to work while awaiting test results provided, they always remain masked while indoors. If the test result comes back positive, they need to follow CDC recommended isolation protocols. Staff who are at home quarantining due to covid should speak with their Principals regarding teaching from home.

Quarantining (Classrooms, units, etc.)

Close contact exposure definition per the CDC is anyone who has been closer than 3 ft to another person for >15 minutes in a 24-hour period. This is not 15 minutes consecutively, but 15 minutes cumulatively.

Quarantining of classrooms -

1) One student in a classroom testing positive for COVID-19, could be an isolated incident. If all distancing and safeguarding practices were maintained within that classroom, the hallway, the bathroom, and recess, then the classroom may continue in person instruction. If distancing and policy were not always followed, the classroom will need to quarantine. 2) If 2 or more students test positive for COVID-19, the classroom will be quarantined for 14 days from the most recent positive case.

Quarantined classrooms will be reviewed for Virtual instruction.

Contact Tracing-

This will be a collaborative effort between the nursing staff and administration.

Field Trips, Sports and Recess

Field Trips- Field trip requests will be reviewed on a case-by-case basis. This year we will have a reduced number of field trips for students due to the community health concerns.

Sports - After school sports are deferred until an appropriate time to proceed. Administration will be meeting later in August to determine safety protocols.

Recess - Students will be scheduled for their normal recess times with their class unit. Efforts will be made to keep all recesses outdoors when possible (i.e., weather or temperature). **Masks will be optional during outdoor recess.** Distancing will still be enforced. Washing of hands will be required for all students re-entering the building. Indoor recess will follow Covid-19 procedures.

Visitors, Parent Volunteers and Large Gatherings

Visitors- No visitors will be permitted in the buildings. Any exceptions will need to be pre-scheduled.

Parent Volunteers- No parent volunteers will be permitted in the buildings at this time. Some suggestions on ways parents can volunteer outside of the building that will count toward completing their volunteer hours will be forthcoming. If you have any good ideas, please share with your principal.

Larger gatherings- Larger gatherings will occur on a very limited basis at this time. We will review each event and determine if and how we will be able to proceed. Additional information on Back to School events will be forthcoming.

Special Education

Students will receive in-person services. Students and Staff will be required to wear masks. Special Education staff will provide a clear tri-fold divider, that will be wiped down after each use, for students receiving pull out services in a small group. **Any small groups for services, will not mix students from differing units.** It is preferred that IEP and Evaluation meetings be held virtually, any need for an exception must be pre-scheduled. Virtual services will only be utilized if there is a need for quarantine.

	<p><u>Committee Recommendation</u> The Woodlands Return to School Committee recommends that the Board approve this plan to return to full in-person learning for the 2021-22 school year with the use of the listed COVID-19 prevention protocols.</p> <p>Mr. Richards asked about he sports program, we have a deadline with MPS on Monday for soccer, do we have someone designated and are we ready for it. Mrs. Brown-Gurley stated we are ready and had to talk to the business manager to make sure we have money to pay people, we will have people in place by Monday, August 31st to sign up.</p> <p>Mr. Khan asked if temperature checks at the beginning of the day and will the nurses perform Covid testing? Ms. Brown-Gurley stated we will not be taking at the beginning of the school day and can check students’ temperatures in the nurse’s office. The nurses are not able to do Covid testing but are some opportunities where schools can have free testing. We will look at the parameters are for that program.</p> <p>Mr. Khan asked the percentage of staff and students are vaccinated. Ms. Brown-Gurley stated last year we did a volunteer survey vaccination. We have some new staff members and will do the survey again. We’re not comfortable requiring staff or students to notify us if they are vaccinated.</p> <p>Ms. Tate-Techtman asked if the students/staff are required to produce a negative test after quarantining? Ms. Brown-Gurley stated we are not requiring it to be shown and ask people to get it before they return.</p>
<p>5. 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 from Staff Report. (See report)</p> <p>Ms. Brown-Gurley stated it’s been a busy year and started with the Woodlands Summer Forward Program</p> <p>Enrollment and Attendance State: Enrolled= 34 students Attendance= 73% Number of Staff = 2- TE, 2-TA, 1-Nurse</p> <p>Bluemound: Enrolled = 48 students Attendance = 82% Number of Staff 4- TE, 4-TA, 1-Nurse Total Expenses: \$29,588 Zero cases of COVID-19 identified at either campus</p> <p><i>(Camp Invention = 28 students)</i></p>

Student Enrollment 2021-22

Bluemound- Student Enrollment Budget Goals 2021-22

K4 Students = 32

K5-8th Grade Students= 315

Total = 347 (Capacity= 360)

Current Student Enrollment for the 2021-22 School Year

K4 Students = 31

K5-8th Grade Students= 313

Total = 344 (-3) (Capacity= -16)

State Street-Student Enrollment Budget Goals 2021-22

K4 Students = 17

K5-8th Grade Students= 268

Total = 285 (Capacity= 360)

Current Student Enrollment for the 2021-22 School Year

K4 Students=14

K5-8th Grade Students=260

Total = 274 (-11) (Capacity = -86)

All numbers are using "headcounts"

Staffing for 2021-22 School Year

Ms. Gurley-Brown stated there's some staff members that decided to further their careers and leave our Woodland's Community. We wish them all the very best and recognize that many of those staff members were so important to our history, our beings at Woodland's community and would not be where we are today without their hard work and sacrifice. THANK YOU!

We are fully hired in every classroom.

Staff Spring and Summer Work Groups

- Calendar Work Group- 5 members across campus (met 4 times to develop the school calendar)
- School Schedule Work Group- 10 members (met 5 times from June to August at making sure we had a consist school schedule across both campuses)
- Mathematics Work Group - 10 members (have met 2 times, so far)

- Alverno Character Education Conference- 11 Woodlands attendees, Character Education Conference, and meeting with Alverno, secured L.A.C.C. leadership and character education program, 15 staff members who will participate. Alverno gifted some funding to cover the cost.
- Lucy Calkins Literacy (3) Workshops - 3 Woodlands attendees.

New Staff Orientation

Included:

- Benefits Overview
- Mentoring Program
- Woodlands History (presentation from the work group)
- Woodlands Focus
- Instructional Program
- Teacher Evaluation
- Technology
- School Tours with operation managers
- Meeting w/ the Principal

Summer Literacy Professional Learning

- Led by Literacy Consultant, Amy Lubben
- Attended by 20+ Woodlands staff, Principals and Carolyn Blackburn.
- 1/2 Sessions

Ms. Brown-Gurley shared a statement that was made by our staff member last year. “The COVID-19 pandemic has been a dark time but we have learned to find joy even in the challenges. It is about spreading positivity, hope and optimism, especially in times that are dark. Our whole school has found ways to illuminate this dark time and find things to celebrate.”

As a school community we have made our Woodlands Theme for 2021-2022: **ILLUMINATE**. We are ready to Illuminate, we are coming out of the darkness, excited and bringing joy to what we do.

Mr. Richards stated as a Bluemound parent, he would like to register deep concern and sadness with the number of resignations in the last six months. I’m really concerned about the resignations of long-time teachers like Kathy Simonis, Nicole Reschlein, Lindsay Tapsfield, Mitch Hartman, Lorna Valine, Kallie Schucknect, Sue Pike, and an additional 4 TAs. Building a culture in school takes time and as a parent, I was always very impressed by these particular teachers and so I don’t want to let this moment in open session go without stating that and look forward to talking about this in our closed session.

	<p>Mr. Khan asked when do we expect the Forward results? Ms. Brown-Gurley stated we received the Forward results over the Summer and will share at the September meeting.</p>
<p>1. Report from Finance Committee on FY 2021-2022–Qasim Khan, Chair Finance Committee, Thomas Roth, Business Manager, Vickie Brown-Gurley</p>	<p>Mr. Khan stated the Finance Committee hasn’t had a chance to meet, we are waiting for a full headcount that previewed by Ms. Brown-Gurley. We will provide further detail at the next Board meeting once we have more of a headcount and are able to reflect some of the changes that have occurred from the staffing standpoint.</p>
<p>2. Public Comments/Questions</p>	<p>Ms. Sutton asked if there were any questions or comments. A parent seconded Mr. Richards’ comments of concern as to why so many teachers left. Second parent asked if can receive any information about the closed session and if there will be minutes from it. Ms. Sutton stated we will be discussing personnel matters and those items are confidential. If you have any specific concerns, please reach out to your principal and they will make sure it gets to the Board. Third parent ask if there is a Spanish program and if the school will participate in the ACE program this year. Ms. Brown-Gurley stated we are participating in ACE and already signed the paperwork. The Spanish program, the teachers are already working and excited about what is about to come from the collaboration across the campuses. We will give a share out at the next meeting. Parent made a comment about the positive changes underway for our school and some of the changes with leadership, DPI and etc with stuff we are to do with Woodlands. She attended the majority of Board meetings and don’t have a full understanding of the direction of the school and want to know if there is a way to get underneath that as a community and get a little bit more clearer understanding, direction and priorities as an Administration and Leadership team for Woodlands.</p> <p>Ms. Sutton stated the Board will be talking about that over the summer/end of the year in some information from the Focus Groups and hoping to have in-person session to give feedback on Woodlands, Woodlands Way, and history. Second question: what the rationale for is the not having requirements for vaccinations. Ms. Brown-Gurley stated we are following the CDC guidelines for opening schools, the U.S. Dept. of Education, and the Milwaukee Health Dept. so those are the three entities that we are following guidance and is on a call with at least one of them. We have been told to encourage the vaccination. Parent suggested to the Board to continue to explore the option of getting the teachers/staff vaccinated.</p>

	<p>Ms. Tate-Techtmann added to the parent’s comment, doing a more informal survey for teachers/staff to get a next step in terms of assessing where we are at as a community because we might find ourselves at a 90% vaccination rate among our staff members or we might not.</p> <p>Ms. Sutton thanked all the parents for feedback, questions, and comments. We are working diligently working to make sure the school is moving forward, and our kids are getting stellar education that we are keeping our teachers here and working every day to get better.</p>
<p>3. Adjourn</p>	<p>Ms. Sutton asked for a motion to adjourn at 7:19pm. Ms. Tackes moved to adjourn, seconded by Mr. Khan, the motion passed unanimously.</p> <p>The next Board Meeting is scheduled on September 28, 2021.</p>

Prepared by: LaTae Mitchell