

**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

November 16, 2021- APPROVED

Attending:	<p>Officers: Chair – Keesha Jones-Sutton – Y Vice Chair —Margaret Tate-Techtmann Y Treasurer – Qasim Khan – Y Secretary – Tornelia LaTae Mitchell – Y</p> <p>Trustees: Adams, Kenge – N Borgealt, Julie-Y Claypool, Krista – Y Hartman, Jamie- N Parsons, Don – N Richards, Jon – Y Tackes, Margaret – Y</p> <p>Ex-Officio – Ms. Vickie Brown-Gurley Executive Director</p> <p>Staff Appointees – Patricia Gausman, Bluemound Campus Appointee Tina Way, 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 October 26, 2021	<p>Ms. Jones-Sutton called the meeting to order at 6:01pm and asked for an approval of minutes from October 26, 2021 that Ms. Mitchell prepared.</p> <p>Motion: To approve the meeting minutes from October 26, 2021 Woodlands School Board Meeting, stand approved.</p>

<p>2. Board Updates—Keesha Jones-Sutton, Chair</p>	<p>Ms. Jones-Sutton stated the Board of Trustees had a Board Training to discuss how to successfully run committees; additional training will come in 2022.</p> <p>Board buddy meetings started and will continue through the next month.</p> <p>Four Board Members participated in the State Street Charter Renewal before the UWM Board. Each board member covered a different facet, gave feedback as a community member and parent.</p> <p>No Board meeting in December. Starting in January, Board of Trustees Meetings will happen every other month. The Annual Meeting will be in March. Ms. Jones-Sutton will send the updated calendar to Mr. Pointer Mace. Ms. Jones-Sutton will send the Board of Trustees’ email addresses to Ms. Brown-Gurley.</p> <p>Looking for parents to join committees on the Board. Applications will go out in the next week or two to sign up.</p> <p>We added a new committee, Fund Development & Marketing. Julie Borgealt will be the Chairperson.</p>
<p>3. Staff Updates – Vickie Brown-Gurley, Executive Director</p>	<p>Ms. Brown-Gurley welcomed the two new staff Board Liaisons. Ms. Tina Way and Patricia Gausman. Ms. Way is currently a K4/K5 teacher at the State Street campus, second year at Woodlands and part of our LACCS program with Alverno College. She is experience in supporting schools as she has served as the superintendent advisory council for her previous school district. Ms. Gausman is currently an Art Teacher at the Bluemound Campus. This is her first year, a trained and globally certified teacher of English to non-native English speakers.</p> <p>Ms. Brown-Gurley shared information from the Staff update. (SEE REPORT).</p> <p>Enrollment Update- lost 2 students at Bluemound in the last month and State Street is holding steady.</p> <p>Covid-19 Update- there’s a Covid-19 Dashboard link on the website to see the current numbers every day.</p> <p>As of November 9, 2021, Bluemound Campus: 1 active staff confirmed positive and 1 active student. State Street Campus: 1</p>

	<p>active staff confirmed positive and 11 students. Bluemound is up by 4 cases since last month and State Street is up by 15 cases since last month.</p> <p>Woodlands has made an adjustment to our Covid-19 protocols for positive cases in classrooms. This change was implemented on Nov. 3, 2021.</p> <p>Ms. Tate-Techtmann asked about the overall positive rate in the building and how you are looking at the Covid-19 cases?</p> <p>Ms. Brown-Gurley stated she has been in contact with the Milwaukee Health Department and discussed the threshold in the other districts. She shared the Health Department and CDC is silent on a threshold as it pertains to a closure of schools and not move to virtual model. We have moved to a 3% threshold in classrooms and following all the precautions.</p> <p>Staff and Professional Learning- LACCS (Leadership Advancing Character and Culture In Schools- The Woodlands team attended our second monthly training for the LACCS program. This month we were led through learning with Dr. Marvin Berkowitz, author of Primed for Character Education: Six Design Principles for School Improvement.</p> <p>NVCI Training- A group of 17 staff members from across our two campuses joined for a day-long training led through a facilitator for CESA #2. This training helps staff assess a student's behaviors (verbal and non-verbal and learn how to intervene with support to deescalate the student. Staff are also trained to be mindful of their own actions, behaviors, and words, as what they say and do will affect the student.</p> <p>Staffing Update-We are excited to welcome Mr. Mark Powell as our new Director of Business Services. Mr. Powell begins at Woodlands on Nov. 16, 2021.</p>
<p>4. Principals' Update – Amy Fare – State Street; Michael Pointer Mace – Bluemound Campus</p>	<p>Ms. Fare shared the State Street Charter renewal. The team reviewed the plan, board governance, curriculum, engaging parents and more. We had two people from UWM to come for a site visit and observed some classes and interactions with staff and students for most of the morning. The UWM team, also spoke with a different group of stakeholders, members of the Board, two groups of staff, students</p>

and parents. We earned our 4 year renewal, Ms. Fare and Ms. Brown-Gurley celebrated and bought salads for the staff. Mr. Pointer Mace shared the Bluemound shared the hallways are packed with food. The 5th and 6th grade has taken the lead on a food drive for the House of Peace and have about 50 boxes to take to the food shelter.

Mr. Richards congratulated the Administration on the responses of Covid. He also stated challenges came up with discipline on both campuses and hope the Administration takes these concerns seriously. We need an immediate response when a fight breaks out. There used to be a Care Team that intervened in a situation. There is no place to call to stop the violence at the moment.

Ms. Brown-Gurley reviewed the non-violent intervention training she discussed in her staff report. Part of the training had a physical aspect and want to make sure we keep staff and children safe. We are addressing the needs of staff and students, safety is first and attempting to be responsive to those needs.

Mr. Pointer Mace stated the appropriate level of privacy is important and suggested a phone call to correct the occurrences to keep the families' privacy.

Ms. Tackes stated we had a listening session and heard some important things and public types of things but don't believe its a Board discussion.

Ms. Jones-Sutton stated she's been talking to Ms. Brown-Gurley about what's going on and what they're doing to work towards a solution that's good on both sides of the spectrum, however it is a sensitive conversation and as a Board we can take it to closed session.

Ms. Gausman wanted to discuss the Covid protocols and get more information with the company we work with on the website to give guidance. She also addressed some of the staff concerns is a Board concern in regards to the discipline. We were approved for the State Street contract and it's required to have a student code of conduct and a lot of people are feeling unsure and unsafe without having anything to reference and it's hard to give the guidance to our students. She stated she would like to have the response team to be effective and available as much as possible.

Ms. Jones-Sutton stated all of the concerns are be discussed and will have the protocols in place and will have the Administration take the lead.

<p>5. Report from Finance Committee on FY 2021-2022–Qasim Khan, Chair Finance Committee</p>	<p>Mr. Khan stated Mr. Powell just got into his position on Monday and everybody is excited. We plan to have a Finance Committee meeting on Wednesday and will have additional information at our next Board meeting. At the moment, our outside accountant will continue the role until Mr. Powell is fully acclimated. The audit is currently underway and working with the auditors to provide them with information as they have sent out request to Board members to answer some Q&A. We plan to have a meeting this week with the auditors to get an update.</p>
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**6. Public
Comments/Questions**

K. Michels, Co-President of the PTO and asked for clarity with the old parent handbook and want to come up with suggestion and thoughts about ways to improve discipline. What is the process?

Ms. Jones-Sutton stated the Administration is working on the parent handbook and to discuss it with Mr. Pointer Mace. Ms. Jones-Sutton will confirm after looking into it from past meetings.

Ms. Gausman stated she looked into this with the DPI and the classroom code of conduct is a Board approved document and is developing consultation with a committee of school district residents, consisting of parents, pupils, members of the school board, administrators, teachers and pupil service professionals. It is something the teachers are seeking urgency on due to an estimated date of next year. Ms. Gausman stated the parents and teachers would like to help with the handbook.

Ms. Jones-Sutton stated Ms. Gausman should direct it to the school's principal.

Ms. Brown-Gurley clarified we would be doing some work but haven't had the time to come before the staff. The LACCS team actually has some recommendations that are supposed to come before the staff . On December 9, 2021, as a staff, they will be able to hear what the recommendations were. We have discussed this topic at length and it is on our radar. Ms. Gausman is speaking about rolling out a full family handbook, which will happen by next year.

Ms. Gausman stated she was referring to the student code of conduct and needed something as teachers to refer to as a base.

Mr. Khan asked if there's a code of conduct in place now?

Ms. Brown-Gurley stated we have some information but it is outdated which is why we have not brought it forward. We recognize and acknowledge it, however we didnt know the high needs that our children would have, we have to bring something forward that would be responsive.

Diana stated the teachers assumed that our past code of conduct was still in place. As our year started and issues came up, we were told it was outdated and didn't know until we needed it. Diana is happy to hear it's being worked on. Also, she asked about Board minutes, she was told the minutes were being recorded for better minutes.

	<p>Ms. Jones-Sutton will make sure the minutes will be posted ahead of time.</p> <p>Ms. Gausman asked to resume the monthly staff meetings to help communicate these items.</p>
<p>7. Adjourn</p>	<p>Ms. Jones Sutton motioned to adjourn at 7:13pm.</p> <p>The next Board Meeting is scheduled on January 25, 2022.</p>

Prepared by: Tornelia L. Mitchell