



WEEKLY UPDATE TO THE BOARD OF EDUCATION

March 3, 2022

A MESSAGE FROM SUPERINTENDENT CARLTON D. JENKINS

Dear Board Members,

This week, which marks the sixth week of our third quarter, has certainly been eventful. During this week, our students, staff, families, and community have displayed grit, resilience, and ingenuity in the face of multiple pandemics as well as local, national, and global political uncertainty.

Our nation continues to struggle with COVID-19, racial injustice, staffing shortages, inflation, and supply chain disruptions. The impact of these stress factors has been exacerbated by political uncertainty at the state, national, and global levels. The willingness of some political leaders to avoid responsibility for enhancing overall wellbeing has direct and residual effects on social-emotional and mental health. Despite these stressors, our students, families, staff, and community continue to embody a spirit of resilience, maintain a commitment to equity, and strive for excellence.

We witness the spirit of resilience in our students, staff, and families as they lean forward in the face of shortages and other disruptions. Throughout this school year, we have all made multiple pivots in our planning and expectations for services. Staff have had to modify their individual prep time and collective planning in order to fill instructional and administrative gaps due to staffing shortages. Students and families have modified their expectations relative to curricular/co-curricular offerings and foodservice deliverables in the face of staffing shortages and supply chain disruptions. Despite these challenges, our schools have remained open, and our staff have worked to create learning spaces where everyone can thrive.

We witness the pursuit of equity and excellence in every classroom activity, strategic conversation, planning session, and co-curricular endeavor. Throughout our learning spaces, both noble aims are in the forefront. Hence, we continue to witness great efforts at inclusion, as well as many examples of academic and co-curricular excellence.

As we lean forward to address our challenges and take advantage of our opportunities, we must take the time to reflect on the awesome potential of our great community. We produce incredible scholars, talented artists, impactful activists, resourceful entrepreneurs, and responsible citizens. The Madison community is indeed a special place.

Thank you for your leadership as well as ongoing support and partnership. We look forward to providing you with more updates on our district's progress next week.

Sincerely,

Carlton

Carlton D. Jenkins, Ph.D.

BOARD OF EDUCATION QUESTIONS

➤ **Speaker Follow-up from Regular Meeting—2/28/2022**

As a follow up from Monday's meeting where we had a student from West who said that the Pledge of Allegiance nor reciting the National Anthem was being offered at West, Principal Boran informed us that the Pledge is offered every day during announcements and that they also offer the Ho-Chunk Land Acknowledgment. She is going to follow up personally with the student.

OTHER INFORMATION

➤ **Hats Off to Memorial and Jefferson, Muir and Capital High**

We need to tell you how proud we are of the students and staff who participated in the evacuation that occurred on Monday, February 28, and the other events at Memorial this week. The feedback is that students and staff have done extremely well with the safety protocols. They have all shifted into safety mode and know what to do. They were also complimented by the police officers who worked with them. We just wanted you to know that our training around safety is paying off. We are very proud of our Central Office and school teams.

➤ **K-5 Core Instructional Resources Materials Adoption Process Update—Week of 2/28/2022**

The K-5 Core Instructional Resources Materials Adoption for the teaching of literacy and biliteracy Request for Proposals (RFP) Selection Committee concluded their fifth and final meeting on Feb. 28. As noted in the last update, members of the Evaluation Committee nominated and decided on who from the Evaluation Committee served as a member of the 13-member Selection Committee. The Selection Committee was charged with making recommendations to the Superintendent that are informed by data from the Evaluation Committee.

Selection Committee members met with selected vendors last week, using information gathered in these vendor meetings and Evaluation Committee work to inform their final recommendations. During their time together, the Selection Committee discussed and came to a consensus for recommendations to put forth to the Superintendent, in which they detailed strengths and weaknesses of the recommendations. All Selection Committee meetings were publicly noticed and meetings were virtually open to the public.

The BOE will hear a presentation on the recommendations at the March 7 Instruction Work Group meeting followed by a recommendation that will appear

on the consent agenda for the March 22 Regular BOE meeting. A [website page \(https://www.madison.k12.wi.us/curriculum-instruction/k-5-literacy-materials-adoption\)](https://www.madison.k12.wi.us/curriculum-instruction/k-5-literacy-materials-adoption) has been added to the MMSD website to share the RFP timeline and process with the public, provide electronic access to vendor materials, and collect public feedback on the materials (with English and Spanish feedback forms).

➤ **High School Math and Chemistry Core Instructional Resources Review and Adoption Process Update**

Attached are updates on each of these core materials adoptions processes.

➤ **New MEP Report on 4K Teacher Professional Development**

In 2020-2021, the Madison Education Partnership added an additional year to the 4K teacher professional development series, *Mathematize my CLASS*, focusing on the professional learning communities (PLCs). PLCs served to reduce teacher feelings of isolation and presented the opportunity to promote effective PD strategies, such as collaboration, reflection, and feedback. We worked to facilitate PLCs that support teacher adaptation of instruction to meet Wisconsin Model Early Learning Standards through remote and in-person instruction amid the challenges of the COVID-19 pandemic and provide an avenue through which 4K teachers could connect with colleagues. Through this program, we: (1) explored how remote, teacher-led PLCs supported engagement with PD content; and (2) examined how teachers approached instructional adaptation in the context of these groups. We will release the report publicly next week. If you have any questions or want to connect with MEP, feel free to reach out or check out our [website](#).

➤ **Staffing Analysis**

Please see the attached updated report dated February 28, 2022, detailing our efforts to make sure our schools are staffed and remain open for student learning. This report also includes movement on a number of programs and processes.

➤ **Weekly Metrics and Ops Recordings and Agendas:**

3.1.2022 Weekly Metrics Meeting [Agenda](#) and [Recording](#)
3.3.2022 Bi-weekly Operations Meeting [Agenda](#) and [Recording](#)

➤ **Weekly News Report**

- From academics, to co-curriculars and athletics, there is much to celebrate in our district! [New teachers signed on](#) with MMSD
- La Follette junior Jackson Mankowski earned a [state championship](#) title in wrestling
- [East scholars](#) participated in a state-wide wind turbine competition
- Staff and students alike enjoyed the first ever [Winterpalooza](#) at Elvehjem Elementary School

➤ Community Events:

All dates for community announcements are posted on the [Board Community Activities Calendar](#)

We are temporarily suspending this part of the *Weekly Update* until we can get our staffing capacity stabilized in this area.

OUR UPCOMING BOARD CALENDAR

- Mon., Mar. 7, 5 p.m. Instruction Work Group
Doyle 103/Virtual
- Wed., Mar. 9, 5:30 p.m. City Education Committee
Virtual
- Mon., Mar. 14, 9 a.m. Board Officers
Virtual
- Mon., Mar. 14, 5 p.m. Operations Work Group
Doyle 103/Virtual
- Mon., Mar. 14, 6 p.m. Special meeting in open session WORKSHOP
Doyle 103/Virtual
- Week of March 14 BOE Member Briefings
- Wed., Mar. 16, 5 p.m. Student Senate
Virtual
- Wed., Mar. 16, 6 p.m. MSCR Advisory Committee
Virtual
- Tues., Mar. 22, 6 p.m. Regular BOE meeting
Doyle Auditorium/Virtual
- Week of March 28 SPRING BREAK

ITEMS ATTACHED FOR INFORMATION

1. Math core materials adoption process update
2. Chemistry core materials adoption process update
3. Staffing Analysis Report—2/28/2022

Title: High School Math Core Instructional Resources Materials Review & Adoption Process Update

Date: March 3, 2022

Department: Teaching and Learning

Authors: Patti Schaefer, Director of STEM (psschaefer@madison.k12.wi.us) and Christina Stefonek, HS Math Teacher Leader (ckstefonek@madison.k12.wi.us)

Content: Beginning in Spring 2021, we entered into the Curriculum Review of Learning Material (CRLM) process for high school math, for courses including Algebra, Geometry, and Algebra 2. We began the process by requesting review materials from vendors, selecting from highly rated resources that align with the Wisconsin Academic Standards for Mathematics.

Review & Selection Process:

- *Review Team:* A team of educators was selected to lead the review process, including one representative from each high school course team and representatives from middle schools (representing Algebra and Geometry courses). The Review Team worked together in the summer to begin the review of resources, finalize the review criteria and process, and plan for a pilot of selected resources. The Review Team has continued to meet monthly throughout the school year. In summer 2021, the Review Team used our set criteria to review curricular resources and selected four resources for further review and pilot: College Preparatory Math *Core Connections* (CPM, 2015), *Into AGA* (Houghton Mifflin Harcourt, 2020), Kendall Hunt *Illustrative Mathematics* (Kendall Hunt, 2019), and LearnZillion *Illustrative Mathematics* (LearnZillion, 2019).
 - [Timeline for High School Math Curricular Materials Review Process](#)
 - [High School Math Materials Reports from EdReports](#)
 - [MMSD Criteria for Review & Selection of Math Curricular Materials](#)

- *Pilot Teams:* All teachers of Algebra, Geometry, and Algebra 2 courses were invited to pilot the curricular resources selected by the Review Team. All pilot teachers completed training with vendors and have received monthly support for the pilot of the curricular materials, with additional support as requested. The Pilot Team members are implementing the curricular materials in their classrooms and sharing the strengths and limitations of the resources in reference to the review criteria. This team will conclude the pilot and review process in February 2022 and make a recommendation for adoption that will be presented to the Board of Education for approval.
 - [High School Math Pilot Team Expectations](#)
 - The Pilot Team members used the [MMSD Criteria for Review and Selection of Math Curricular Materials](#) to guide discussions each month.

Cherokee Middle School Math Teacher & Pilot Team member shared, "I chose to be on the team because as a math teacher in middle school to be part of the process of the instructional materials in high school level classes that I teach. All resources necessary were available to us through the process."

East High School Math Teacher & Pilot Team member, said, "The process this school year has helped me to make a recommendation because we were able to

collaborate across the four high schools and with middle schools to talk about positives and negatives of each resource.”

Memorial High School Math Teacher & Pilot Team member shared, “I chose to be on this team because I enjoy learning about different math curriculums. The process has supported my ability to make a recommendation to the Board because of the intentionality. I appreciated going slow in order to determine what will be best for our district. Narrowing things down really helped and connecting the information to pilot review criteria and our abolitionist framework has also clarified what anti-racist math teaching looks like in practice. The framework that we used ensured that our values as a district were consistently reflected in our curricular materials, teacher supported materials, and guiding principles behind the creation of the materials.”

- *Student Involvement:* Student reactions to the materials are gathered in classrooms during the pilot. This feedback is shared during the Review Team meetings and discussed in alignment with the review criteria to support the selection of materials.

Memorial High School Algebra Teacher & Pilot Team member, described, “Overall, students have reacted positively to the materials. The conversations that students have during math are deeper and more focused on their mathematical thinking. In all lessons, all students have the opportunity to be positioned as the creators and doers of math. When we think about how systemic racism specifically impacts students' identity as mathematicians, the impact this has on my classroom is incredibly important. Anecdotally I have had students say things along the lines of ‘This is the first year I've actually understood math.’ I also have more students of color self-selecting geometry honors as their math class for next year than I've had in the past.”

East High School Algebra Teacher & Pilot Team member, “Students have enjoyed the deep thinking problems that are in the resources.”

Cherokee Middle School Math Teacher & Pilot Team member shared, “The students have responded to the materials well. For instance, in Geometry class they said that the materials were easier to engage than [previous] materials.”

- *BOE Approval:* The recommendation on the HS Math Materials Adoption will be brought to the board for approval on March 22.

Title: High School Chemistry Core Instructional Resources Materials Review & Adoption Process Update

Date: March 3, 2022

Department: Teaching and Learning

Authors: Patti Schaefer, Director of STEM (psschaefer@madison.k12.wi.us) and Peter Jaeger, HS Science Teacher Leader (pjjaeger@madison.k12.wi.us)

Content: Beginning in Spring 2021, we entered into the Curriculum Review of Learning Material (CRLM) process for high school chemistry. This work builds on previous work with high school science departments in the 2018-2019 and 2019-2020 school years. We began by developing a list of potential resources to review based on the Wisconsin Standards for Science/Next Generation Science Standards and requesting samples from vendors. In the current school year, we moved forward with the review process with intent to make a recommendation for purchase and implementation.

Review & Selection Process:

- **Review Team:** A team of educators was selected to lead the review process, consisting of one representative from each high school chemistry course team. In summer 2021, the Review Team worked together to review previous work done, finalize the review criteria and process, and plan for a pilot of our selected resource. In this time, the Review Team was able to review all sample curricular resources with the set review criteria and selected one resource for further review and pilot: *Inspire Chemistry* (McGraw Hill, 2020). The Review Team has continued to meet throughout the school year to engage in deeper review of the resource during a pilot process, supported by representatives from the vendor McGraw Hill.
 - [Timeline for Chemistry Curricular Materials Review Process](#)
 - [HS Chemistry Instructional Resources for Review](#)
 - [MMSD Criteria for Review & Selection of Science Curricular Materials](#)
- **Pilot Teams:** All teachers of Chemistry courses were invited to pilot the *Inspire Chemistry* resources in Fall 2022. Chemistry Teacher Teams from East High School, LaFollette High School, and West High School elected to participate in the pilot process. All pilot teachers completed an initial training with McGraw Hill and have received monthly support for the pilot of the curricular materials, with additional support as requested. The Pilot Team members are implementing the curricular materials in their classrooms and sharing the strengths and challenges of the resources in reference to the review criteria. This team will conclude the pilot and review process in February 2022 and make a recommendation for adoption that will be presented to the Board of Education for approval.
 - **East HS Pilot Team Member**, “I joined the team because it is important to get a quality resource into the hands of our students. I want them to be able to have a resource that they can use and see themselves in.”

West HS Pilot Team, “It was nice to have a place where students could go for information. It’s important to have a resource that isn’t the teacher or the internet. It has helped ground the curriculum and focus the priorities.”

La Follette HS Teacher & Pilot Team Member, “It was great to have access to a bank of curriculum aligned current event news articles. It saves a lot of time rather than searching for your own.”

- *Student Involvement*: Student reactions to the materials are gathered in classrooms during the pilot. This feedback is shared during the Review Team meetings and discussed in alignment with the review criteria to support the selection of materials.
 - **West HS Pilot Team**, “*Students reacted very positively to having a physical text in their hands. The physical book is nice and they always know how they work.*”
- *BOE Approval*: The recommendation on the HS Chemistry Materials Adoption will be brought to the board for approval on March 22.

Staffing Analysis
Madison Metropolitan School District
February 28, 2022

This report is a snapshot of all the work that is being done for this week as well as movement on a number of programs and processes. We still anticipate this challenge will be exacerbated by additional absences during the week of February 28 – March 4, 2022.

The substitute office is working in tandem with the Chiefs to make sure that all schools are staffed with the usage of 60+ central office staff to supplement needs within the schools. Also, please note that Absence Management does not necessarily indicate why staff are out of the building; rather, Absence Management depicts who needs a substitute for a particular date.

The deployment of central office personnel has switched usage to Mondays and Fridays only.

- Looking at Absence Management for week of February 28, 2022:
 - **The week of February 28, 2022 – This is an overall look at absences:**
 - Absences – **1175 (533 Unfilled)**
 - Percent Filled – **54.64**
 - Percent Unfilled – **45.36**
 - Monday – February 28, 2022
 - Absences – **289 (139 Unfilled)**
 - Percent Filled – **58.20**
 - Percent Unfilled – **41.80**
 - Percent with Central Office Usage – **76.19**
 - Number of Central Office Personnel – **34**
 - Tuesday – March 1, 2022
 - Absences – **284 (135 Unfilled)**
 - Percent Filled – **59.10**
 - Percent Unfilled – **40.90**
 - Percent with Central Office Usage – **No Deployment**
 - Number of Central Office Personnel – **No Deployment**
 - Wednesday - March 2, 2022
 - Absences - **285 (130 Unfilled)**
 - Percent Filled – **61.30**
 - Percent Unfilled – **38.70**
 - Percent with Central Office Usage – **No Deployment**
 - Number of Central Office Personnel – **No Deployment**
 - Thursday – March 3, 2022
 - Absences - **292 (141 Unfilled)**
 - Percent Filled – **58.51**
 - Percent Unfilled – **41.49**
 - Percent with Central Office Usage – **No Deployment**
 - Number of Central Office Personnel – **No Deployment**

COVID Leave:

Covid Relief was approved for five (5) days on January 10, 2022, for benefit eligible employees. The leave is available from January 11, 2022, through June 30, 2022. **To date, we have had an additional 33 leave requests bringing the overall total to 670.**

The current Covid Relief guidelines FAQ:

Question: What reasons can I use the Covid Sick Leave Pay?

Answer: If you are experiencing Covid-19 symptoms and are seeking a medical diagnosis. If you are advised by a healthcare provider to self-quarantine related to COVID-19 exposure or to care for a family member who is quarantined.

Question: What if I was tested by a MMSD Nurse?

Answer: We accept their notification of quarantine.

Question: What if my child has to quarantine, and I need to care for them?

Answer: You can apply for Covid sick leave pay if you need to be off to care for your child in quarantine.

Question: What is the time frame to use the leave time?

Answer: Covid sick leave pay can be used starting January 11, 2022, through June 30, 2022.

Question: Can the leave be used retroactively?

Answer: No, only for time missed due to Covid-19 starting January 11, 2022, through June 30, 2022.

COVID Hardship Leave Proposal:

A motion was made to the board on February 28, 2022, to extend the current COVID Leave as follows:

It is recommended to approve ten (10) additional COVID-19 hardship leave days to full-time and part-time benefit earning employees who are unable to work because of one of the following factors:

- *The employee has tested positive for COVID and is subject to a federal, state, or local isolation order related to COVID-19;*
- *The employee is unvaccinated, has an exemption, and is ordered to quarantine.*

This leave will expire when an employee has either exhausted all of their allotted CHL or June 30, 2022, whichever is later, with a retroactive usage date of September 23, 2021.

This additional leave initiative is in addition to the current five (5) days and two (2) mental health days approved by the board on January 10, 2022.

There was an amendment to the motion adding the following language:

An employee who had to stay home because a family member had COVID, or the child's school or daycare as closed due to a COVID outbreak would be eligible for COVID Sick Leave.

HR is currently working collaboratively with IT and communications on the application that is being created to allow employees to apply for the COVID HARDSHIP LEAVE. The estimated launch date of the application could be around March 14th.

The following information is a snapshot of the COVID- 19 Leave and Mental Health Day statistics to date for benefit eligible employees as stated in the January 10th motion. The information is broken down by job groups, leave status and pay period.

The pay periods are for Employees paid Monthly – February 15, 2022 (January 11 – February 15, 2022) and for Employees paid Hourly – February 19, 2022 (including all pay periods between January 11 – February 19, 2022).

COVID Leave Statistical analysis of usage and monetary balances to date:

- How many employees are at or close to zero PI balances?
 - 121 employees (out of 4156 current employees)
 - 63 Teachers <1 or less days> (out of 2834 current employees)
 - 58 Hourly paid staff <4 or less hours> (out of 1322 current employees)
- How many employees have used COVID Leave to date?
 - 527 employees (out of 4156 current employees)
 - 176 have used all 5 days as of February 15, 2022.
- The total dollar amount for the usage of COVID leave days is **\$411,544.12 to date**.
 - Administrators and Teachers - \$312,288.95 used to date (out of 2834 current employees)
 - Hourly Staff – \$99,255.17 used to date (out of 1322 current employees)

Mental Health Days:

A Mental Health Days FAQ was sent to the building secretaries and supervisors to help input the requests so that payroll can keep track of the request. Requests are being made to building principals and supervisors.

Mental Health Day Statistical analysis of usage and monetary balances to date:

- How many employees have used the Mental Health Days to date?
 - 564 employees (out of 4156 current employees)
 - 150 have used both available days
- The total dollar amount for the usage of Mental Health days is **\$160,554.25 to date**.
 - Administrators and Teachers – \$109,198.12 used to date (out of 2834 current employees)
 - Hourly Staff - \$51,356.13 used to date (out of 1322 current employees)

Workbooks:

To date seven (7) workbooks that have been completed – Elementary (5); Middle School (1); High School (1). There are thirteen (13) in review process status - Elementary (10); Middle School (1); High School (2) with the rest in drafting status (30).

Surplus: The surplus statistics for the Teachers and EA units are unknown until all workbooks have been completed and approved. Once workbooks have been approved, those are in we will have a definitive number for teachers and the EA unit will start looking at surplus in July or August.

Recruitment:

The Substitute office is actively recruiting and onboarding new hires, to date we have 27 applicants who have completed the onboarding process. Currently, there are 30 new applications, 22 are waiting on references and 45 have to complete the onboarding process.

Human Resources in collaboration with the Chiefs and Communications held a targeted student teacher career fair on February 24, 2022, with the moniker – MMSD SIGNING DAY.

- There was a total of 115 registered attendees out of the 232 district student teachers invited.
- There were 18 attendants who RSVPed who were not district student teachers and/or worked in a surrounding district. They heard about the event and received the invitation through a mutual contact.
- There were 5 walk ins who heard about the event via word of mouth.
- The district extended 90 teacher contracts.
- The district received 30 signed teacher contracts.

There will be an all-position career fair on March 10, 2022, with a focus on recruiting teachers, and all support staff positions.

Human Resources participated in a virtual meet and greet with the teacher education department. The session focused on recruitment and the introduction of MMSD to our HBCU partner – Mississippi Valley State University. There were 91 students in attendance at the event. This event also provided a networking forum to connect

junior and senior education majors with potential employers.

Bonuses:

The bonuses are being paid as described in the memo from the November 22, 2021, board meeting. They are adhering to the 85% attendance and paid following the month earned.

Kronos:

Payroll is currently working with building secretaries and supervisors to prepare the external lists that were used to track overtime and other pay to be uploaded into Kronos.

The overtime pay will be included on the March 25, 2022, paycheck. To date, 80 employees utilized the \$600 Salary Advance Request.