



WEEKLY UPDATE TO THE BOARD OF EDUCATION

April 7, 2022

A MESSAGE FROM SUPERINTENDENT CARLTON D. JENKINS

Dear Board Members,

This week marks the first week of our fourth quarter. Throughout this school year's triumphs and challenges, our students, staff, families, and community have continued to display resilience and determination while grappling with multiple pandemics. Despite the uncertainties of our times associated with COVID-19, lingering racial and social injustice, rising inflation, political partisanship, and global unrest, our community is finding ways to lean forward into new possibilities while forging a new reality.

This week, we have witnessed new examples of student and staff excellence. Our Memorial High School forensics team won the state championship last week, and Coach Timothy Scheffler received the William Hintz Award for Coaching Excellence. Six MMSD students and staff were recognized by the Herb Kohl Educational Foundation in the following categories: Principal Leaders (1); Excellence Scholars (4); and Teaching Fellows (1). These awards are evidence of the hard work of our students and staff in the classroom and co-curricular activities gaining momentum and growing into pockets of excellence.

As we work to refine our policies and practices to ensure even more widespread success, we must be willing to engage in rigorous and principled dialogue. Therefore, we must highlight the vigorous discussions which were held in the board's Instruction Work Group meeting on Monday. This meeting's conversations interrogated data, viewpoints, and strategic directions as a means to make important decisions relative to critical academic and social-emotional investments. Our district and community will be enriched by the decisions which result from these respectful and productive dialogues.

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

Sincerely,

Carlton

Carlton D. Jenkins, Ph.D.

BOARD OF EDUCATION QUESTIONS



Follow-up from Instruction Work Group meeting held on April 4, 2022

Please see the metrics meeting link below for April 5. These links are always provided in these *Weekly Updates*. On April 5, our health advisors discussed the BA.2 variant. Dr. Friedrich shares his perspective about 9 minutes into the recording. Dr. Demuri and Dr. Wald also weigh in.

Tuesday, April 5, 2022 (11-12pm) Weekly Metrics Meeting [Agenda](#) and [Recording](#)

There was no Bi-weekly School/Central Office Admin. District Ops meeting this week.

OTHER INFORMATION



Response to the *Wisconsin State Journal's* questions on anti-racist teaching and Critical Race Theory (CRT)

In the simplest language possible, what is the definition of “antiracist teaching.” Opponents would argue that antiracist teaching is “critical race theory” by another name, is that accurate? If not, why not?

Anti-racist teaching is not teaching “critical race theory,” nor are they one and the same. CRT is largely a legal, theoretical framework used in law and graduate schools. Anti-racist teaching is teaching through a lens that helps students understand racism’s origins and how it is disguised. Anti-racist teaching asks our educators and students to have a deep sense of self, of their beliefs and biases. Doing so, allows for our school community to engage in honest conversations and for every student to feel seen and heard as their authentic selves. Anti-racist teaching is teaching the accurate historic events of our world and decentralizing white supremacy culture.

Also, are you able to provide an example of what anti-racist/DEI forward curriculum looks like? Like a classroom example?

Our goal is to ensure all students at MMSD receive high-quality, grade-level accelerated instruction. This instructional approach is rooted in transformative SEL; is anti-racist and culturally and linguistically responsive. It works to interrupt the inequitable pattern of outcomes for those that have been historically excluded and underserved. Becoming an anti-racist school district involves deep examination of both our system as well as our individual and collective actions in order to identify where we have caused harm and where we continue to cause harm. Anti-racist teaching in a classroom could include:

- Teaching slavery through the lens of the “enslavement of Black people” as opposed to “the migration of Black people to America.” In a music class, it may look like centering musicians of different cultures from across the globe.
- Anti-racist teaching is also accomplished through Social Emotional Learning. The identity domain, for example, from Teaching Tolerance includes a standard that states, “Students will express pride, confidence and healthy self-esteem without denying the value and dignity of other people.”

Additionally, as we design and implement professional learning for all staff at MMSD, we strive to ensure anti-racism is central to our work, because it is not only collective actions, but also beliefs that develop over time and with intentionality.

Are the initiatives the same as the 90's and how have they changed?

Undoubtedly, during that length of time there has been growth, however, answering this question accurately would require additional research into district strategy and approach over the course of the last 30 plus years.



Onboarding process for new Board Members

We annually work with newly elected board members to ensure they have a chance to get oriented to the people and the work that we are currently engaged in with the Board of Education. Some of this orientation process begins as soon as the election is over, but before they are sworn in, so that they can be prepared for the topics and the action that the board takes at its April Regular meeting. We also extend this orientation out over a few months so that the most pressing work is introduced first and materials are provided so that the new people can ask questions and have time to acclimate. We look forward to working with both Laura and Nichelle over the next several weeks.



Great Things Happening Around MMSD

- Cherokee Heights Middle School utilizes [student voice](#) to inform the School Improvement Plan.
- UW-Madison's Distinguished Human Rights Scholar, Dessima Williams, spoke to East High students about [human rights](#), drawing on past and current events.
- Memorial's Forensics Team won [first place](#) in the Wisconsin High School Forensic Association State Championship. Their coach, Timothy Scheffler, won the William Hintz Award for Coaching Excellence.
- MMSD's Director of Food and Nutrition Services, Nichele Smith, wants scratch cooking in [school lunchrooms](#).
- [Solar array](#) powering City of Madison, MMSD now operational.
- Congratulations to the 2022 Herb Kohl Foundation award recipients, including [six honorees from MMSD](#). Cherokee Heights Middle School Principal Anu Ebbe, Hawthorne Elementary teacher Brenda Kallies, and four seniors were named.

➤ **Community Events:**

All dates for community announcements are posted on the [Board CommunityActivities 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

- Thurs., Apr. 7, 5:15 p.m. Safety & Student Wellness Ad Hoc Virtual
- Mon., Apr. 11, 9 a.m. Board Officers Virtual
- Mon., Apr. 11, 5 p.m. Operations Work Group Doyle 103/Virtual
- Mon., Apr. 11, 6:30 p.m. Special meeting in closed session Doyle 103/Virtual
- Wed., Apr. 13, 5 p.m. Student Senate Virtual
- Wed., Apr. 13, 5:30 p.m. City Education Committee Virtual
- Week of April 18 **Board member briefings**
- Mon., Apr. 25, 9 a.m. Board Officers Virtual
- Mon., Apr. 25, 5:15 p.m. Board photos
- Mon., Apr. 25, 6 p.m. Regular Meeting Doyle Auditorium/Virtual
- Wed., Apr. 27, 5 p.m. Student Senate Virtual
- Thurs., Apr. 28, 5:15 p.m. Safety & Student Wellness Ad Hoc Virtual

ITEMS ATTACHED FOR INFORMATION

1. Weekly Staffing Analysis—4/5/22

Madison Metropolitan School District

Staffing Analysis

April 4, 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 April 4, 2022.

The substitute office is working in tandem with the Chiefs to make sure that all schools are staffed with the usage of 40+ central office staff to supplement needs within the schools. Also, please note that Absence Management does not necessarily indicate why staff is out of the building; rather, Absence Management depicts who needs a substitute for a particular date.

The deployment of central office personnel has to pick either Monday or Friday and one other day. For the weeks of April 4 – April 15, they are asked to pick two days to sub per each week.

- Looking at Absence Management for week of April 4, 2022:
 - **The week of April 4, 2022 – This is an overall look at absences:**
 - Absences – **1116 (439 Unfilled)**
 - Percent Filled – **60.49**
 - Percent Unfilled – **39.51**
 - Monday – April 4, 2022
 - Absences – **322 (152 Unfilled)**
 - Percent Filled – **60.10**
 - Percent Unfilled – **39.90**
 - Percent with Central Office Usage – **69.70**
 - Number of Central Office Personnel – **21**
 - Tuesday – April 5, 2022
 - Absences – **311 (143 Unfilled)**
 - Percent Filled – **60.68**
 - Percent Unfilled – **39.32**
 - Percent with Central Office Usage – **64.56**
 - Number of Central Office Personnel – **8**
 - Wednesday – April 6, 2022
 - Absences - **298 (136 Unfilled)**
 - Percent Filled – **60.80**
 - Percent Unfilled – **39.20**
 - Percent with Central Office Usage – **68.50**
 - Number of Central Office Personnel – **15**
 - Thursday – April 7, 2022
 - Absences - **302 (138 Unfilled)**
 - Percent Filled – **58.21**
 - Percent Unfilled – **41.79**
 - Percent with Central Office Usage – **62.69**
 - Number of Central Office Personnel – **9 (8 are working 2–4-hour increments)**

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 25 leave requests bringing the overall total to 814.**

COVID Hardship Leave Launch:

Covid Hardship Leave was approved for fifteen (15) days which are available from September 23, 2021, to June 20, 2022. A communication was sent on March 15th announcing the application was now available. **To date, we have received 54 requests bringing the overall total to 380.**

Current Updates:

Summer School Update:

- Education Assistant Unit position offers have been sent out.
- Finalizing the placement of the teacher positions.
 - School Counselors are in the progress of being placed.
 - Offer letters have been sent to teachers.
- Summer Site Principals will receive a list of vacant positions next week at the monthly meeting.
 - HR is currently verifying licensures and credentials of those hired.
 - HR has a goal of having offers done by the end of the week.

Workbooks:

The surplus process will honor all the preference collected from the workbooks and those preferences are being honored with placements based on the licensures of teachers. If the surplus staff (86 teachers) doesn't like their placement, they can apply for a transfer during Mega Post (April 8- April 13). Currently, we have 264 vacancies that will be available during the Mega Post period. (This number is fluid and may change before April 8th)

There was a small committee that met to finalize the use of unallocated District allocations. The allocations were used to fully allocate nine positions. The committee will need to meet again to discuss the middle school music allocations approved through the workbook process to make sure students are receiving correct instructional minutes and the Fine Arts/Music and PE teacher staff owed a 1.0 contract.

If there will be any layoffs among the teachers, the has to be received by April 15th to get letters sent by April 29.

We will be repeating the surplus process for the EA unit in May and June.

Cornerstone:

HR is working on building the infrastructure within Cornerstone application as a performance evaluation system and repository for professionals' evaluations. Looking to link the evaluations with the professional development interface to interact with each other when doing evaluations and having the ability to check current and future trainings.

HR is working to expand the training options within Cornerstone to offer more comprehensive training that will encompass required training for all employees. Staffing is looking at the development of required training for all Interview Panelists.

Benefits:

Letters will be sent in May to COBRA eligible and retirees regarding rate updates regarding COBRA, and benefits. Currently, the benefit guides and retirement information are being updated on the department webpage to reflect the changes.

The leaves unit completed and submitted the Department Workforce Development report regarding worker compensation incident reporting. This is an annual report to the State of Wisconsin

HR is working to make the district onboarding process completely electronic. This includes incorporating

fingerprinting, background check, benefits and the I-9 process. We are also working with Health Services to make the TB assessments and vaccination process more accessible (they added more dates and times for testing) so that everything is completed together.

HR is also working to create an electronic reminder process for new employees who need to register for benefits within the 30-day timeline. New hires will receive an automated weekly reminder which will show the deadline date and contact information if there are questions. We will also send a paper copy to their home addresses as well as a back up incase they miss the emails.

Recruitment:

The Substitute office is actively recruiting and onboarding new hires, to date we have 56 new hires. We are currently creating recruitment documents that can be attached to our emails and sent to potential candidates and the general public. Here is a prototype of what we are asking communications to look at as a potential recruitment advertisement: [Substitute Office](#)

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. **To date we have 45 signed contracts.** Of the signed contracts, we have 25 that have applied, which is a contingency of the contract. We continue to offer office hours for all student teachers and the other contract holders to help with any questions as well as navigate the application process.

We participated in a virtual job fair held by the UW – Madison. We had 15 participants drop in to ask questions and let us know they were applying. All 15 were graduating seniors with a variety of focuses, but mainly elementary education.

We are looking at the possibility of creating a job fair for our graduating high school students that focus on positions in the trades as well as education assistant, food service, and nurse's assistants. If this is a success, we would consider having either two a year or one at a central location for all high schools to attend right before graduation. This would focus on full and part time positions.

Payroll:

Munis:

The HRIS system will be upgraded on April 8 and 9. The system will be unavailable over the weekend and back up on Monday, April 11.

Kronos:

The system is fully functional since the outage. All of the overtime has been paid as well as all accruals are being reviewed and/or corrected. Currently, an audit is being conducted to review all groups to make sure everyone was paid correctly. We are also responding to individual requests from employees and supervisors to check time submissions.

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.

Here is a synopsis of bonus paid for attendance and class coverage for November 29, 2021 – March 15, 2022:

OVERALL TOTALS

Bonus Type	Employee Instances	Bonus Total
Attendance	1502	\$461,456.86
Class Coverage	4167	\$136,757.91

**Bonus Dollars
broken down by
Employee Group**

Employee Group	Employee Instances	Bonus Total
EA	839	\$228,750.00
TE	4003	\$189,256.09
US	458	\$113,080.05
TE-G	167	\$41,750.00
SA	51	\$12,750.00
DUB-SEA	19	\$5,000.00
US-T	110	\$4,128.63
TE-B	7	\$3,500.00
TOTAL	5654	\$598,214.77