

## Minutes - Traverse City Area Public Schools

### Board Curriculum Committee Meeting

September 26, 2022 @ 4:00 PM

Tompkins Boardman Administration Center, Conference Room C – 2<sup>nd</sup> Floor  
412 Webster Street, Traverse City, MI 49686



### APPROVED October 31, 2022

**PRESENT:** Erica Moon Mohr, Josey Ballenger, Sue Kelly, John VanWagoner, Kristin Perkowski,  
Heidi Maltby-Skodack, Kirsten Jones-Morgan, Tiffany Pomaville  
**ABSENT:** None

The meeting was called to order at 4:00 p.m.

Committee Chairperson Erica Moon Mohr welcomed everyone to the meeting.

**PUBLIC COMMENT:** None offered

### **PROCEDURAL ITEMS**

1. Draft Committee Meeting Minutes (August 30, 2022)  
The Committee was asked if there were any changes to the August 30, 2022, Board Curriculum Committee meeting minutes. No changes were recommended.

**Recommend August 30, 2022, draft meeting minutes be re-posted as approved.**

2. Amendment to Agenda  
Dr. VanWagoner recommended the agenda be amended under Procedural Items to include an Item D for Contingency for K-5 Math Pilot Materials. No objections were offered.
3. TCAPS District Course Catalog Updates—*H. Maltby-Skodack*  
The majority of this month's updates to the District Course Catalog include changes to names of courses offered through North Ed's Career Tech Center. There is also an addition of a middle school virtual course.

**The Committee supported the recommendation to move the revised 2022-23 TCAPS District Course Catalog to the Consent Calendar at the October 10, 2022, Board of Education meeting for approval.**

4. Special Education Parent Advisory Council (SEPAC) Nomination (Sarah Robinson)—*T. Pomaville*  
A survey regarding SEPAC was placed in school newsletters for parents interested in serving on the council. Seven parents expressed interest. The district is recommending the nomination of Sarah Robinson. If the TCAPS Board of Education approves the nomination, Northwest Education Services Board of Education will subsequently need to approve the nomination. Dr. VanWagoner asked that Ms. Pomaville notify the six parents not selected that they are welcome to attend the SEPAC meetings during the 22/23 school year.

**The Committee supported the recommendation to move the nomination of Sarah Robinson to the SEPAC to the October 10, 2022, Board of Education meeting for approval.**

5. K-5 *Into Math* Pilot Program Contingent Funding—*H. Maltby-Skodack*  
TCAPS Mathematics team is requesting to add a 10% contingency (\$19,321) to the K-5 *Into Math* Pilot Program as a result of additional teacher participation in the pilot and increased enrollment. This request for additional funding will also be shared with the Board Finance and Operations Committee prior to the October 10, 2022 Board of Education meeting.

**The Committee supported the recommendation to move the addition of a 10% contingency for the K-5 *Into Math* Pilot Program to the Consent Calendar at the October 10, 2022, Board of Education meeting for approval.**

## **INFORMATIONAL ITEMS**

### **1. K-8 Instructional/Behavior Coaches–*K. Jones-Morgan***

K-8 Instructional and Behavior Coaches have been participating in intensive training and professional development since August including Cognitive Coaching, No More Random Acts of Coaching, and Second Step/Positivity Project/Restorative Practice. The intent of the training and professional development is to build the capacity of the coaches so they can in turn build the capacity of staff. Coaches are teacher leaders who were already established in their building community prior to being placed as a coach after the posting and interview process. One coach has been placed at each of the 11 elementary schools, West Middle School has four content-specific coaches equal to the allocation of 1.0 FTE, and East Middle School chose to have one full-time designated coach.

### **2. Peer-to-Peer–*H. Maltby-Skodack***

An update was provided regarding accomplishments thus far, highlighting the collaboration with community resources related to health and well-being as follows: Awarded a \$150,000, three-year, systems change grant from Rotary Charities; building teams have been established at every school in the district which include staff and family members; Created a new district ecosystem framework; Formed a new seven-person executive committee; Formed a new sixteen-person district committee; Awarded \$45,000 emergency needs grant from Rotary Charities to pilot the University of Michigan's Peer-to-Peer mental health program at both Central High School and West Senior High School; and Awarded a \$35,000 grant from Blue Cross Blue Shield in partnership with the Benzie Leelanau District Health Department to pilot a Community Health Worker at Traverse Heights Elementary School.

The Committee thanked Ty Schmidt for filling the football coach position at Traverse Heights Elementary School.

### **3. Do It for Daniel–*H. Maltby-Skodack***

The *Do it for Daniel* movie was shown to students in 11th grade at Central High School and West Senior High School on September 26th (offered the opportunity to opt-out and not required to attend). Those who participated shared that it was very valuable.

### **4. Celebrations & Successes–*K. Perkowski***

- Administrators attended the Michigan Association School Administrators (MASA) conference last week in Traverse City (in-person).
- MiSTEM Network awarded a \$2,000 grant to Sam Walter, Teacher at Blair Elementary School for STEM resources and materials.
- The Curriculum and Instruction team are reviewing current systems and processes using LEAN tools. This review will take place between now and February of 2023.
- The Curriculum and Instruction team has been focusing on the Strategic Plan in preparation for working with the Principal Instructional Team starting at the September meeting focusing on the leadership book *The Speed of Trust*.
- Dr. VanWagoner and Ms. Maltby-Skodack will attend the League of Innovative Schools Conference in October. The League accepted only 20 schools throughout the United States to participate in the conference. TCAPS is one of only two Michigan schools selected to participate.

**Meeting Adjourned at 4:30 p.m.**

Minutes respectfully submitted by Board Curriculum Committee Recording Secretary: *Kelly L. Walter*

### **Next Board Curriculum Committee Meeting**

**Monday, October 31, 2022 (4:00 p.m.)**

**Tompkins Boardman Administration Building – Conf. Room C, 2<sup>nd</sup> Floor  
412 Webster Street, Traverse City, MI 49686**

### **COMMITTEE MEMBERS:**

***Erica Moon Mohr (Chair), Sue Kelly, Josey Ballenger, Flournoy Humphreys (alternate), John VanWagoner II (Superintendent), Kristin Perkowski, Heidi Maltby-Skodack, Kirsten Jones-Morgan, Tiffany Pomaville***