

**Approved on May 8, 2023**

A meeting of the Board of Education of the Traverse City Area Public Schools, Counties of Grand Traverse, Leelanau, and Benzie, Michigan, was held at the Tompkins Boardman Administration Center, 412 Webster Street, Traverse City, Michigan, on Monday, April 10, 2023.

**BOARD MEMBERS PRESENT:** Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond  
**BOARD MEMBERS ABSENT:** Humphreys  
**ADMINISTRATORS PRESENT:** Maltby-Skodack, Perkowski, Smith, Taylor, and VanWagoner  
**ADMINISTRATORS ABSENT:** Thomas-Hill

**1. CALL TO ORDER**

President Newman-Bale welcomed those in attendance and called the meeting to order at 6:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

Ms. Sanders's 1st-grade class from Courtade Elementary School led those in attendance in the Pledge of Allegiance.

**3. REVIEW/APPROVAL OF AGENDA**

The Board discussed the agenda as presented with administration and moved forward for approval with no changes.

**Approval of agenda as presented.**

**Moved by: Ballenger**  
**Seconded by: Moon Mohr**

**The following vote was held:**  
**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond**  
**Nay: N/A**

**MOTION CARRIED 6-0**

**4. RECOGNITION**

***Into the Woods***

Dr. VanWagoner announced that the April Board recognition is presented to the Central High School musical performance of *Into the Woods*. Musical performances provide the opportunity for high school students to experience the traditional musical theater that has been a part of Central and West culture for years. While produced through the Music Department, all students are invited to audition for a role on stage or be a part of the behind-the-scenes by assisting as stage crew where they help with set creation, hair and make-up, lighting, and sound. The productions are truly a collaborative effort by bringing many students, staff, and especially parent volunteers together to bring life to each production.

Dr. VanWagoner introduced Wendee Wolf-Schlarf, Director of Music for the production, to introduce the students and musical selections. Students from Central High School presented a sneak preview of their upcoming production to the Board.

The show runs from April 21-23 and April 28-30 and tickets can be purchased online.

5. **PUBLIC COMMENT #1** (Orange Card)

President Newman-Bale opened the meeting up for public comment and the following addressed the Board:

- Student
- Lisa Trombley: E3
- Cam Williams: Mental Health Proposal
- Chuck Mueller: Board Policy/ Awards on District Property
- Scot Richards
- Bill Wiesner: What do TADL Director Michelle Howard and TC West & TC Central head librarians have in common?

6. **SUPERINTENDENT'S REPORT**

**Legislative Update**

Dr. VanWagoner shared that he met recently with the Northern Michigan State Legislative Association. A discussion was had with the association on the difference between city and rural transportation. Further information should begin to come forward in the next two weeks from the House and Senate. Dr. VanWagoner continues to advocate for additional transportation funding and will continue to keep the Board updated with any progress.

**District Highlights**

**TCAPS Receives Certificate of Excellence in Financial Reporting**

The Association of School Business Officials International (ASBO) has awarded Traverse City Area Public Schools (TCAPS) its Certificate of Excellence (COE) in Financial Reporting for the fiscal year 2022. TCAPS has attained this high level of reporting and transparency for 18 consecutive years. Dr. VanWagoner thanked Assistant Superintendent Christine Thomas-Hill and her team in the Business Office for their ongoing commitment to accurate financial reporting.

**TCAPS Staff Named 2022 -2023 Outstanding Persons In Education**

Three (3) TCAPS staff members received Outstanding Persons in Education (OPIE) awards from the Michigan Education Association (MEA) 15-A Union Coordinating Council. TCAPS award winners include Jill Jenkins, Administrative Lead at Eastern Elementary School, Mike Livengood, History Teacher at West Middle School, and Jennifer Taylor, Bus Aide, TCAPS Transportation Department. Dr. VanWagoner congratulated Jill, Mike, and Jenny for this well-deserved recognition.

**Junior Achievement Class**

Central High School Business Teacher, Becky Harvey, was recently presented with a Tribute from Representative John Roth for the services she provides to her students and community through business and entrepreneurship education. This year's Junior Achievement Company is Deepwater Dunes. By supporting this business, you are also supporting a local charity, For The Love Of Water (FLOW). One dollar from every purchase of a water bottle, beach bag, or bundle will be donated to FLOW. The deadline to make a purchase is April 26 and purchases can be made on the Deepwater Dunes website at [www.deepwaterdunes.com](http://www.deepwaterdunes.com).

**Traverse Bay Children's Advocacy Center**

Dr. VanWagoner shared that April is Child Abuse Prevention Month and The Children's Advocacy Center has placed blue pinwheels around town and at all the district buildings to raise awareness.

**Calendar for the 2023/2024 school year**

Associate Superintendent, Coni Taylor, shared that the Traverse City Educators Association Board of Directors met today to review the draft calendar. If approved, it will go to vote with the general membership.

### **FIRST Robotics Competition:**

Congratulations to the Central High School Raptor Robotics team and West Senior High School Titan Robotics on all their hard work, collaboration, and teamwork this season. Both teams competed last weekend at the State finals. We are happy to report that West Senior High School made it to the semi-finals in their division and has accumulated enough points to make it to the FIRST Robotics World Competition in Houston, Texas next week. The team is fundraising from now until then to raise money to support the team's trip to Houston. Please go to the Titan Robotics Facebook page and look for the "High Five" Fundraiser.

Dr. VanWagoner shared the upcoming TCAPS events. A complete list of upcoming events can be found on the TCAPS website.

### **Tenure Contract**

Coni Taylor, Associate Superintendent of Labor Relations & Legal Services, shared that Caron LaBlanc has completed the probationary period with Traverse City Area Public Schools and was eligible for tenure effective March 15, 2023.

### **School Safety Update**

Dr. VanWagoner shared that he is looking into scheduling a cybersecurity safety event for parents. He also shared that the Safe Kids, Safe Schools group will be holding community events this month and presenting their findings to the Board at the next Board Executive Committee and full Board Meeting.

## **7. BOARD COMMITTEE REPORTS / DISCUSSION**

Board members provided a summary of the below meetings held:

**Board Curriculum Committee (April 3)** → Report out by Moon Mohr for Humphreys

**Board Finance and Operations Committee (April 5)** → Report out by Raymond

**Board Executive Committee (April 6)** → Report out by Newman-Bale

### **Board Office Hours 6:00 p.m. - 7:00 p.m.**

- a. March 16, 2023 → Report out by Newman-Bale for Humphreys
- b. April 27, 2023 → Attending: Moon Mohr

## **8. CONSENT**

The purpose of the consent calendar was to expedite business by grouping items together to be dealt with by one Board member motion without discussion. Any member of the Board may ask that any item on the consent calendar be removed and placed elsewhere on the agenda for a full discussion. Such requests would be automatically respected.

### **a. Personnel Recommendations**

The Board considered the approval of the following Personnel Recommendations:

#### **NEW HIRE (Approval):**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>
Hannah Nordeen	Special Education Teacher <i>Site(s) to be determined</i> (1.0 FTE)	May 1, 2023
James Wagner	Physical Education Teacher West Senior High School (1.0 FTE)	April 20, 2023

**RESIGNATION (Acknowledgement):**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>
Lisa Borths	Principal TCAPS Montessori School (1.0 FTE)	March 31, 2023
Megan Janiszewski	Elementary Education Teacher Courtade Elementary School (1.0 FTE)	June 30, 2023

**RETIREMENT (Acknowledgement):**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>
Charles Rennie	Social Studies Teacher West Senior High School (1.0 FTE)	July 1, 2023

**b. Field Trips/Conferences**

The Board considered the following requests:

- i. TCAPS Robotics team(s) to the 2023 FIRST Championship in Houston, Texas, April 19-22, 2023
- ii. Traverse City Central High School students (4) to International Affairs Forum's Academic WorldQuest Competition in Washington, D.C., April 27-30, 2023
- iii. Traverse City West & Central High Schools (12-15 students) 2023 French National Honor Society Trip to Northern Spain, Brittany area, and Paris along with Antibes in the South of France, August 24-September 6, 2023

**c. Bids, Services, and/or Purchases**

The Board considered the approval of the following:

- i. Facilities:
  1. Equipment
    - a. Purchase equipment as detailed in the agenda packet memo for a total amount not to exceed \$67,543; includes a 5% contingency; funded from the Capital Bond allocation for Facilities Equipment.
  2. Vehicle
    - a. Purchase of a 10-Passenger Ford E Transit Van from Hoekstra Transportation of Grand Rapids for an amount not to exceed \$97,048; includes a 10% contingency; funded out of the General Fund from the proceeds of the JUUL litigation settlement.
- ii. Technology:
  1. Firewall
    - a. Purchase the Palo Alto Firewall High Availability Configuration hardware and services from People Driven Technology for an amount not to exceed \$429,087; includes a 10% contingency; funded from Capital Bond Funds - Technology.
  2. Wireless Local Area Network (LAN) Controller

- a. Purchase the wireless controller hardware and services from People Driven Technology for an amount not to exceed \$233,667; including a 10% contingency; funded from Capital Bond Funds - Technology.

d. **Meeting Minutes**

The Board considered approval of the Regular and Closed Session Meeting Minutes from March 13, 2023.

**Approval of the Consent Calendar as presented and without discussion.**

**Moved by: Raymond**

**Seconded by: Pack**

**The following vote was held:**

**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond**

**Nay: N/A**

**MOTION CARRIED 6-0**

9. **DISCUSSION**

a. **School Safety Update**

Dr. VanWagoner provided the Board with updates on school safety. He reiterated the upcoming opportunities with Safe Kids, Safer Schools to provide feedback. He shared that the meeting he had scheduled with the Traverse City Chief of Police and the Traverse City Manager to discuss the School Resource Officer (SRO) had been canceled. Once the Interim City Manager is determined, this meeting will be rescheduled. The district continues to stay vigilant and work with area partners to improve school safety.

b. **Resolution to Consider Designation of Electoral Representative for the June 5, 2023, Biennial Election**

The Board considered the resolution to appoint a representative and alternate to represent TCAPS for the electoral body of the Northwest Education Services biennial election to be held June 5, 2023.

**Approval to adopt a resolution in consideration of the appointment of Trustee Bird as the designated representative of this District for the electoral body for the Northwest Education Services biennial election to be held June 5, 2023, and Trustee Moon Mohr as an alternate in the event the designated representative is unable to attend.**

**Moved by: Raymond**

**Seconded by: Ballenger**

**The following Roll Call vote was held:**

**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond**

**Nay: N/A**

**MOTION CARRIED 6-0**

c. **Board of Education Meeting Calendar**

Board members discussed and considered holding a Special Meeting that meets the criteria of the *Resolution Designating District's Electoral Representative and First Ballot Candidate Choice*. It was determined that the Board would hold a Special Meeting on June 1, 2023, at 10:30 a.m. to consider the 2023 ISD Biennial Election and General Fund Operating Budget.

**Approval that the Board of Education holds a Special Meeting on Thursday, June 1, 2023, at 10:30 a.m. to discuss the 2023 ISD Biennial Election and the General Fund Operating Budget. The meeting location will be held at the Tomkins Boardman Administration Center in Conference Room C (2nd floor).**

**Moved by: Moon Mohr**

**Seconded by: Bird**

**The following Roll Call vote was held:**

**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond**

**Nay: N/A**

**MOTION CARRIED 6-0**

**d. Portrait of a Graduate**

Heidi Maltby-Skodack, Executive Director of School Improvement and Innovative Programs, provided the Board with an overview of the Portrait of a Graduate. Heidi reviewed the nine learning competency targets:

<b>Problem Solver</b>	<b>Strong Character</b>	<b>Resilient</b>
<b>Collaborator</b>	<b>Critical Thinker &amp; Creative Thinker</b>	<b>Continuous Learner</b>
<b>Ethical &amp; Global Citizen</b>	<b>Effective Communicator</b>	<b>Adaptable</b>

These nine learning competency targets were developed using surveys from the community, business partners, teachers, staff, and principals. Heidi's presentation also included the "*I Can*" statements for the Portrait of a Graduate. The *I Can* statements are for learners in grades K-12. These statements allow the nine learning competencies to become operational, embedding them into core curriculum areas.

Administration discussed with the Board the next steps of incorporating the Portrait of a Graduate.

**Approval of the formal adoption of the *Portrait of a Graduate*, as presented.**

**Moved by: Moon Mohr**

**Seconded by: Ballenger**

**The following Roll Call vote was held:**

**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond**

**Nay: N/A**

**MOTION CARRIED 6-0**

**e. Staff Appreciation Special Recognition (May 8-12, 2023)**

Dr. VanWagoner shared that May 8-12, 2023 will be TCAPS Staff Appreciation Week. Trustee Ballenger read the recognition statement aloud.

***Recognition Statement:*** *In alignment with National Teacher Appreciation Week, Traverse City Area Public Schools Board of Education publicly acknowledges and recognizes all staff members of Traverse City Area Public Schools. On behalf of our greater community, we acknowledge the dedication and commitment of all*

*employees, including those who teach, clean the schools, drive the buses, answer phones, design curriculum, enhance technology, coach, direct, communicate, train, hire, finance and lead the daily operations of our district. Schools are the hub of a community and TCAPS is no exception. Our community takes great pride in the ongoing successes of our students and all programming. It is said it takes a village to raise a child, and today we honor all staff of Traverse City Area Public Schools who make our village a vibrant, safe, and rewarding place for children to learn and grow.*

Board members expressed their appreciation to TCAPS staff and mentioned the importance of staff appreciation year-round, not just during this week.

**Approval of the Staff Appreciation Special Recognition declaring May 8-12, 2023 as *Staff Appreciation Week* in the district, recognizing all school district employees.**

**Moved by: Raymond  
Seconded by: Bird**

**The following Roll Call vote was held:**

**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond  
Nay: N/A**

**MOTION CARRIED 6-0**

**f. Band Towers**

The Board considered the fabrication and delivery of two band towers. One tower at Central High School, and one tower at West Senior High School. Dr. VanWagoner discussed the need for these towers with the Board. These towers will be permanently installed, making them a safer option for the district.

Each tower has the possibility of a canopy top. Dr. VanWagoner informed the Board that the request today does not include these canopies. If future budgeting allows, these tops will be ordered and installed.

**Approval that the Board of Education award a contract for the fabrication and delivery of two towers to Educational Steel Products, LLC for an amount not to exceed \$133,675.00. This amount includes a 10% contingency and is to be paid for using funds from the athletic scoreboard advertisement fundraising and current contingent funds for the turf field project.**

**Moved by: Moon Mohr  
Seconded by: Raymond**

**The following Roll Call vote was held:**

**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond  
Nay: N/A**

**MOTION CARRIED 6-0**

**g. Board Policy**

The Board considered approval of the following revised policy:

- i. Board Policy 8390: Animals on District Property (REVISED)

Administration discussed with the Board the current update of this policy. Administration encourages the use of therapy animals but considers the safety and liability of a therapy animal to be important as well. Administration informed the Board that the new administrative guidelines include a form that staff members would submit to the curriculum department for approval of an animal on district property. The



information provided in the form submission would be tracked yearly to maintain compliance. There is also an opt-out form that has been created. Administration believes this new process will allow for a safer environment for students and staff.

Dr. VanWagoner discussed with the Board two animals that would not meet the requirements of Board Policy 8390. One dog is located at Central High School and the other dog is at Traverse City High School. These dogs pose a liability to the district because they are unable to meet the requirements of the revised policy. The Board agreed with administration that these two dogs would not need to meet the requirements of Board Policy 8390, confirming that they would be legacied to the revised policy.

**Approval of revised Board Policy 8390: Animals on District Property as presented.**

**Moved by: Raymond**

**Seconded by: Moon Mohr**

**The following Roll Call vote was held:**

**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond**

**Nay: N/A**

**MOTION CARRIED 6-0**

**h. Expanding, Enhancing, Emotional Health Program**

The Board considered approval of the Grand Traverse County Health Department (GTCHD) West Senior High School and Central High School mental health services.

Dr. VanWagoner reviewed the Grand Traverse County Health Department (GTCHD) Memorandum of Understanding (MOU) for health services at West Senior High School and Central High School. Board members reviewed and discussed the language used in the proposed Memorandum of Understanding.

**Approval of the Memorandum of Understanding between the Grand Traverse County Health Department and Traverse City Area Public Schools related to the Expanding, Enhancing, Emotional Health Program as presented.**

**Moved by: Moon Mohr**

**Seconded by: Ballenger**

**The following Roll Call vote was held:**

**Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond**

**Nay: N/A**

**MOTION CARRIED 6-0**

**10. PUBLIC COMMENT #2 (GREEN CARD)**

President Newman-Bale opened the meeting up for public comment and the following addressed the Board:

- Student
- Mark Spencer: Thirlby Field Completion

**11. CLOSED SESSION - SUPERINTENDENT QUARTERLY EVALUATION**

The Board went into Closed Session for the purpose of conducting a periodic personnel evaluation, as allowed by the Open Meetings Act, P.A. 267 of 1976, Section 8(1)(a). The closed session was requested in writing by the employee.



Approval to enter into Closed Session for the purpose of conducting a periodic personnel evaluation, as allowed by the Open Meetings Act, P.A. 267 of 1976, Section 8(1)(a). The closed session was requested in writing by the employee.

Moved by: Bird

Seconded by: Raymond

The following Roll Call vote was held:

Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond

Nay: N/A

**MOTION CARRIED 6-0**

The Board entered into Closed Session at 8:44 p.m.

The Board returned to Open Session at 10:03 p.m.

**12. BOARD PRESIDENT CLOSING REMARKS**

President Newman-Bale mentioned that the Board periodically reviews/evaluates the superintendent four times a year, every quarter. The formal evaluation for the superintendent is in December.

**13. ADJOURNMENT**

This meeting was adjourned at 10:04 p.m.

**Motion to adjourn the meeting at 10:04 p.m.**

Moved by: Moon Mohr

Seconded by: Ballenger

The following vote was held:

Ayes: Ballenger, Bird, Moon Mohr, Newman-Bale, Pack, and Raymond

Nay: N/A

**MOTION CARRIED 6-0**

***Next Board of Education Meeting***

***Monday, May 8, 2023, at 6:00 p.m.***

***Tompkins Boardman Administration Building (Conference Room C )***

***412 Webster Street, Traverse City, MI 49686***

***Board of Education:***

***Josey Ballenger, Holly T. Bird, V. Flourney Humphreys,***

***Erica L. Moon Mohr, Scott Newman-Bale, Beth Pack,***

***and Andrew R. Raymond***