

Approved on September 28, 2023

PRESENT: Scott Newman-Bale (Chair), Flournoy Humphreys, Beth Pack (arrived at 9:02 a.m.), Dr. John VanWagoner, Ginger Smith, and Coni Taylor

ABSENT: N/A

1. CALL TO ORDER

Trustee Newman-Bale called the meeting to order at 9:00 a.m.

2. PUBLIC COMMENT

Trustee Newman-Bale offered time for public comment and no request was made.

3. PROCEDURAL ITEMS

a. Draft Committee Meeting Minutes from August 3, 2023

The Committee was asked if they had any changes to the draft minutes from the August 3, 2023 meeting. No changes to the minutes were recommended. Minutes are to remain as posted.

b. Review of September 11, 2023 Board of Education Meeting Agenda

The Committee reviewed the September 11 Board Meeting agenda with administration.

4. INFORMATIONAL ITEMS

a. Human Resources

Board President Newman-Bale deferred to the Associate Superintendent of Labor Relations and Legal Services, Coni Taylor, to provide an update on the following items:

i. Staffing Update

Class sizes and composition are being monitored daily. As of yesterday, all elementary positions are filled. The district currently has the following positions posted: custodial, transportation, food service, special education and overload aides, extended day and more. The Human Resources Department has reviewed 650 applications, held 175 interviews, filled 65 new positions, and transitioned 50 current staff within the district.

ii. Policy Transition Update

The new policy manual has been ordered from Thrun Law and Ms. Taylor will work with her staff to begin facilitating a review process.

iii. Professional Development Opportunities

Based on feedback from hourly staff, the district has worked with NorthEd to provide several professional development opportunities in seclusion and restraint, safety, technology and legal information.

b. Communications Update

Board President Newman-Bale deferred to the Executive Director of Marketing and Communications, Ginger Smith, to provide an update on the following items:

i. Community Health Expo

This year's Staff Welcome Back had a new format with a focus on Health and Wellness and more direct contact with community partners. Staff and community partners provided positive feedback on the new format.

ii. Current Advertising

Enrollment initiatives are still underway through commercials and social media presence.

iii. Back to School SSN initiatives

This year the district launched an intake process for tracking services that are received by TCAPS students. To date for the 2023/24 school year, 50 McKinney-Vento students have been identified. Staff are working to help these students with transportation and other back to school essentials. Ms. Smith thanked Rotary Charities and The Presbyterian Church of Traverse City for backpacks and school supplies. Tomorrow, Friday, September 1 will be the last date for the Sunshine Bus Summer Enrollment Tour.

5. OTHER ITEMS

No other items were discussed.

6. ADJOURNMENT

This meeting adjourned at 9:23 a.m.

Respectfully Submitted By,

Stacey Hozak

Stacey Hozak
Committee Recording Secretary

Next Board Executive Committee Meeting

Thursday, September 28, 2023, at 9:00 a.m.

Tompkins Boardman Administration Building (Conference Room C)

412 Webster Street, Traverse City, MI 49686

Executive Committee Members:

Scott Newman-Bale (Chair), Flournoy Humphreys, Rotating Board Member,

Dr. John VanWagoner, Coni Taylor, and Ginger Smith