

## Meeting Minutes

### Board Executive Committee

Thursday, August 3, 2023 at 9:00 a.m.

Tompkins Boardman Administration Center

Conference Room C (2nd Floor)

412 Webster Street, Traverse City, MI 49686



*Approved on August 31, 2023*

**PRESENT:** Scott Newman-Bale (Chair), Erica Moon Mohr, Dr. John VanWagoner, Ginger Smith, and Coni Taylor

**ABSENT:** Flournoy Humphreys

#### 1. CALL TO ORDER

Trustee Newman-Bale called the meeting to order at 9:01 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 June 29, 2023

The Committee was asked if they had any changes to the draft minutes from the June 29, 2023 meeting. No changes to the minutes were recommended. Minutes are to remain as posted.

##### b. Review of August 14, 2023 Board of Education Meeting Agenda and August 16, 2023 Board of Education Retreat Agenda

The Committee reviewed the August 14 Board Meeting agenda and the August 16 Board Retreat agenda with administration. The Committee agreed to add Superintendent Contract Review under Discussion for the August 14 Board Meeting.

#### 4. INFORMATIONAL ITEMS

##### a. Human Resources

###### i. Presentation: Thrun Law Firm, P.C. Policy Service

Lucas Savoie and Cathleen Dooley from Thrun Law Firm, P.C. provided the Committee with an overview of their Policy Services. The Committee agreed to add Board Policy Service Review under Discussion for the August 14 Board Meeting.

###### ii. Staffing Update

Assistant Superintendent of Labor Relations and Legal Services, Coni Taylor, provided the Committee with a staffing update. She shared that all building administrator positions have been filled and 17 new teachers have been hired to fill vacant positions. She informed the Committee that due to the shortage of social workers, TCAPS has started a "grow your own" program by posting Behavioral Interventionist for candidates eligible and interested in taking advantage of the tuition reimbursement by enrolling in a Masters of Social Work program. Ms Taylor stated that current job postings include American Sign Language (ASL) teacher, part-time orchestra teacher, bus drivers, bus aids, food service, custodial, and extended day.

##### b. Communications Update

###### i. Summer Enrollment Tour August 1-4

Executive Director of Marketing and Communications, Ginger Smith, Summer Enrollment Tour success, which continues through the remainder of the week. She informed the Committee that many internal departments and community partners have participated in the event.

###### ii. Student Support Network (SSN) Update

Ms. Smith shared that 435 students qualified for assistance under McKinney-Vento for the 2022 -2023 academic year. Of those, 60 were identified as unaccompanied youth. The SSN received 429 requests for assistance throughout the 2022 - 2023 school year.

She informed the Committee that the Sunshine Bus has distributed approximately 200 bags of food per week, approximately 1,000 bags to date. This program concludes next week and she is hopeful to continue this service next year.

Ms. Smith shared the 2023 graduation statistics for students that qualify for McKinney-Vento:

- West Senior High School: 10 seniors, all graduated, four (4) are attending college or technical programs this fall.
- Central High School: 12 seniors, nine (9) graduated, one (1) transferred out of TCAPS, seven (7) are attending college or technical programs this fall.
- Traverse City High School: 27 seniors, six (6) graduated, 13 transferred out of TCAPS

**5. OTHER ITEMS**

No other items were discussed.

**6. ADJOURNMENT**

This meeting adjourned at 10:17 a.m.

Respectfully Submitted By,

***Stacey Hozak***

Stacey Hozak  
Committee Recording Secretary

**Next Board Executive Committee Meeting**

**Thursday, August 31, 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***