

***Approved on July 27, 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, July 10, 2023.

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

**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. Trillet's Kindergarten class from Westwoods Elementary School led those in attendance in the Pledge of Allegiance.

**3. REVIEW/APPROVAL OF AGENDA**

The Board welcomed staff and citizens and reviewed the agenda. The Board approved the addition of Item 9f- *Policy Committee* to the agenda under discussion.

**Approval of the agenda as amended.**

**Moved by: Raymond**

**Seconded by: Humphreys**

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

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

**Nay: N/A**

**MOTION CARRIED 6-0**

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

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

- Suzannah Tobin: Central Grade School
- Woody Smith: Central Grade School
- Scot Richards
- Jill Hammer: Cell Phone Policy
- Brian Lettinga: Cell Phone Policy, Grading Policy, Fundraising Policy
- Paula Colombo: Cell Phones
- Jean Aukerman: Acme Township Trustee
- Jay Berger: Cell Phone Policy
- Bill Wiesner

## 5. SUPERINTENDENT'S REPORT

### **Legislative Update**

Dr. VanWagoner gave an update to the Board of Education on the recently released School Aid Budget. For the first time, there is a transportation categorical within the budget with 300 million dollars being deposited into the fund. Also new to the budget this year is that the safety and security fund now includes mental health.

Administration will continue to work to increase the mental health capacity of the district. Dr. VanWagoner explained a current challenge being faced by the district is the recruitment and retention of school social workers. TCAPS administration is working diligently to brainstorm new ideas to recruit and retain staff for these positions.

### **Tenure Contracts**

Coni Taylor, Associate Superintendent of Labor Relations and Legal Services, announced the below list of teachers who are eligible for tenure, effective for the 2023/2024 school year:

- |                     |                        |
|---------------------|------------------------|
| • Rachel Fernandez  | • Timothy Rieman       |
| • Emily Fetters     | • Vida Ruggero         |
| • Kirsten Leestma   | • Aaron Smith          |
| • Mary "Beth" Myers | • Alexandra Trillet    |
| • Lesley Anderson   | • Collin Hall          |
| • Kelly Botkin      | • Maggie Harrod-Burch  |
| • Emily Brinkman    | • Kimberly Howey       |
| • Brooke Costello   | • Kimberly Kelderhouse |
| • Kathleen Ferguson | • Danielle Oster       |
| • Lynn Freeman      | • Susan Roskelley      |
| • Chelsea Gilpin    |                        |

### **District Highlights**

#### **TCAPS COMPASS Strategic Plan**

Updates were given at each Board Committee meeting on the COMPASS Strategic Plan. These updates reviewed the goals and their objectives. Committee meetings can be viewed on demand on the TCAPS website at [TCAPS.net](https://tcaps.net). The living document for the [TCAPS COMPASS Strategic Plan](#) can also be viewed on the TCAPS website. Goals follow a cycle of continuous improvement and will continue to be updated as they and their objectives are reviewed for progress.

#### **Social Media Analytics**

Every year at the end of June the Marketing & Communications team reviews the data for continued growth. Ginger Smith, Executive Director of Marketing & Communications, reviewed current social media analytics with the Board.

#### **Sunshine Bus Delivers Food All Summer**

Free food & basic needs will be delivered around the district all summer through September 1. This program is for all kids 18 and under.

*Wednesday Schedule:*

*Traverse Heights 12:30 - 1:30*

*Acme Town Hall Parking Lot 2:00 - 3:00*

*Thursday Schedule:*

*Meadow Lanes Mobile Home Park 11:45 - 12:15*

*Blair Elementary School 12:30 - 1:30*

*Interlochen Plaza Parking Lot 2:00 - 3:00*

*Friday Schedule:*

*Kings Court Mobile Home Park 11:45 - 12:15*

*Tradewinds Terrace Apartments 12:30 - 1:30*

*Silver Shores Mobile Home Park 2:00 - 3:00*

Food is being provided by the Father Fred Foundation and basic needs are being provided by TCAPS Student Support Network. Any student in need who can not access a location above for assistance this summer can email SSN Coordinator Katie Kubesh at: [kubeshca@tcaps.net](mailto:kubeshca@tcaps.net).

**TCAPS Junior Kindergarten Now Districtwide**

To provide equitable programming across the district, TCAPS has expanded the junior kindergarten program to all traditional elementary buildings. This program is the first year of a two-year kindergarten experience. Families who have not yet registered for kindergarten or junior kindergarten can begin the process on the district website.

**Open Interview Dates**

Open interviews are being hosted at the Tompkins Boardman Administration Center, 412 Webster Street, Traverse City. TCAPS hiring events offer opportunities to interview onsite with no appointment necessary. Interested candidates may simply stop in during one of the designated dates and times. Many posted positions require no prior experience and on-the-job training is provided.

- Tuesday, July 11, 2023: 3:00 p.m. -5:00 p.m.
- Wednesday, July 26, 2023: 8:00 a.m. - 10:00 a.m.
- Wednesday, August 16, 2023: 3:00 p.m. -5:00 p.m.
- Thursday, August 31, 2023: 8:00 a.m. - 10:00 a.m.

**6. BOARD COMMITTEE REPORTS / DISCUSSION**

Board members were provided a summary of the below meetings held.

**Board Curriculum Committee (June 26)** → Report out given by Humphreys

**Board Finance and Operations Committee (June 28)** → Report out given by Raymond

**Board Executive Committee (June 26 & 29)** → Report out given by Newman-Bale

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

- a. June 22, 2023 → Report out given by Bird
- b. July 27, 2023 → Attending: Raymond

**7. CONSENT**

The purpose of the consent calendar is 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 full discussion. Such requests are automatically respected.

**a. Personnel Recommendations (Informational only per Board Policy 3120)**

The Board received the following personnel recommendations:

**NEW HIRE (Acknowledgement):**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>
Ashley Brown	Elementary Education Teacher Site to be determined (1.0 FTE)	August 29, 2023
Kelsi Klimaszewski	Elementary Education Teacher Site to be determined (1.0 FTE)	August 29, 2023
Giuliana Mullen	Elementary Education Teacher Traverse Heights Elementary School (1.0 FTE)	August 29, 2023
Lisa Myers	Elementary Education Teacher Site to be determined (1.0 FTE)	August 29, 2023
Chris Oxley	Montessori Teacher TCAPS Montessori School (1.0 FTE)	August 29, 2023
Tracy Rucker	Elementary Principal/Montessori Head of School TCAPS Montessori School (1.0 FTE)	July 1, 2023
Kenneth Stawowy	Science/Math Teacher Traverse City High School (1.0 FTE)	August 29, 2023

**RESIGNATION (Acknowledgement):**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>
Jennifer Cocklin	Special Education Teacher Central Grade School (1.0 FTE)	June 30, 2023
Renee Disbrow	Science/STEM Teacher East Middle School (1.0 FTE)	June 30, 2023
Lauren Kiella	School Social Worker Central Grade School (1.0 FTE)	June 30, 2023
Tamara McManus	Elementary Education Teacher Willow Hill Elementary School (1.0 FTE)	June 30, 2023

Madeline Piatek	Special Education Teacher Blair Elementary School Silver Lake Elementary School (1.0 FTE)	June 30, 2023
Esther Voisin	School Social Worker Traverse Heights Elementary School (1.0 FTE)	June 30, 2023

**UNPAID LEAVE OF ABSENCE (Acknowledgement):**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>
Timothy McDonald	Social Studies Teacher West Senior High School (1.0 FTE)	August 29, 2023

**b. Board of Education Calendar**

The Board considered Monday, January 8, 2024, as their 2024 Organizational Meeting.

**c. Annual Memberships**

The Board considered the following annual memberships for professional organizations:

- i. Michigan Association of School Boards (MASB)
- ii. Michigan High School Athletic Association (MHSAA)

**d. Meeting Minutes**

The Board considered Regular and Closed Session Meeting Minutes from June 12, 2023.

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

**Moved by: Humphreys**

**Seconded by: Bird**

**The following vote was held:**

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

**Nay: N/A**

**MOTION CARRIED 6-0**

**8. PUBLIC HEARING: SEX EDUCATION CURRICULUM**

According to Michigan Law, all school districts must conduct two public hearings on all additions or revisions of sex education curriculum or materials and have Board of Education approval before implementation. The additions and revisions of the sex education curriculum included in this material review and public hearings were reviewed and approved by the Sex Education Advisory Board (SEAB) during the 2022-2023 school year.

Board President Newman-Bale declared this Public Hearing on Sex Education Curriculum open to the public at 7:03 p.m. and deferred to Dr. VanWagoner, who introduced Dan McGee, TCAPS Sex Education Coordinator. Mr. McGee reviewed the updates in the sex education curriculum.

**a. Public Comment: Sex Education Curriculum**

President Newman-Bale invited comments from the public and the following was provided:

- Bill Wiesner

President Newman-Bale declared this Public Hearing closed at 7:20 p.m.

## 9. DISCUSSION

### a. **Approval of Sex Education Curriculum**

The Board considered the additions and revisions of the sex education curriculum and materials before implementation beginning in the 2023/2024 school year.

**Approval that the Board of Education approve the Sex Education Curriculum for implementation beginning in the 2023/2024 school year.**

**Moved by: Moon Mohr**

**Seconded by: Humphreys**

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

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

**Nay: N/A**

**MOTION CARRIED 6-0**

### b. **School Safety Update**

Dr. VanWagoner plans to discuss the approval status of the School Resource Officer (SRO) with the Interim City Manager. This approval is time sensitive as TCAPS has to notify the State of Michigan by August 1, 2023, of an officer being hired. The hiring of an SRO is a potential agenda item for the July 17, 2023, City Commission meeting.

Construction on the new safety and security front entrance at Traverse Heights continues to move forward with good progress.

Other school safety updates included administration holding safety and security drills for the central office in the near future.

### c. **District School Bus Purchase**

The Board discussed and reviewed the recommendation from administration to purchase five (5) 77-Passenger Conventional school buses from Hoekstra.

**Approval that the Board of Education approve the purchase of five (5) 77-Passenger school buses from Hoekstra for a total not to exceed \$168,616.00 each, or \$843,080.00 total. This includes a 10% contingency.**

**Moved by: Raymond**

**Seconded by: Moon Mohr**

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

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

**Nay: N/A**

**MOTION CARRIED 6-0**

### d. **Board Policy 5136: Cell Phones and Electronic Communication Devices**

Administration provided the Board with current cell phone practices for secondary schools within the district. Associate Superintendent, Kristin Perkowski, presented research on the impact of using phone/social media within the classroom. Board Trustees were also presented with a review that compared other district cell phone restrictions/bans in middle and high schools.

Further discussion continued on Board Policy 5136 - Cell Phones and Electronic Communication Devices amongst Board Trustees. Secondary principals Esper, Stuedemann, and Tiesworth were also at the table for the discussion. Proposed revisions to current Board Policy 5136 were reviewed and discussed in detail.

**Motion to amend policy 5136 - Cell Phones and Electronic Communication Devices to read as follows:**

*The intent of this policy is to enrich the learning environment by reducing external distractions, enhancing student focus, and fostering social interaction.*

*Subject to the exceptions noted below, during the Educational Period, students may not possess or use cellular telephones and/or other electronic communication or gaming devices (including, but not limited to, net books) on school property (including, but not limited to, school buses), or when off school property for a school sanctioned event and/or field trip.*

*For purposes of this policy, the "Educational Period" is defined as the time period from the opening morning bell, to the closing afternoon bell on regularly scheduled school days while school is in session.*

*The limitations of this policy do not apply to the following exceptions:*

- *When approved and/or directed by instructional staff for educational purposes, or*
- *When special health related exceptions are granted by Administration*

*This policy is not intended to restrict the possession of such devices in student lockers for use outside of the Educational Period, or the use of watches or other electronic devices that are not used for cellular communication and/or gaming.*

*Violations of this policy will result in the immediate confiscation of the device, which will be returned after the closing afternoon bell.*

*The student who brings electronic devices onto school property shall assume full responsibility for its/their care. At no time shall the District be responsible for preventing theft, loss or damage to cellular telephones and/or other electronic devices brought onto school property.*

**Moved by: Raymond**

**Seconded by: Moon Mohr**

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

**Ayes: Moon-Mohr and Raymond**

**Nay: Bird, Humphreys, Newman-Bale, and Pack**

**MOTION FAILED 2-4**

A Special Meeting of the Board of Education will be held before August 1, 2023, to further review and discuss revisions to current Board Policy 5136 - Cell Phones and Electronic Communication Devices.

*Trustee Bird was absent from the table from 7:36 PM - 7:38 PM.*

**e. Property Offers**

The Board was presented with information to discuss and consider regarding property offers received for property at 412 Webster Street, Traverse City, MI 49686 and property at 3723 Shore Road, Traverse City, MI 49686.

Administration discussed with Trustees the potential purchase agreements, timelines, and sale of properties. TCAPS legal counsel, Gordon VanWieren, was present at the table for the discussion.

**Approval that the Board of Education authorize the Superintendent or designee to enter into negotiations to develop a purchase agreement on the property at 412 Webster Street, Traverse City, MI 49686.**

**Moved by: Newman-Bale  
Seconded by: Humphreys**

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

**MOTION CARRIED 6-0**

**Approval that the Board of Education authorize the Superintendent or designee to negotiate towards a purchase agreement on the property at 3723 Shore Road, Traverse City, MI 49686.**

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

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

**MOTION CARRIED 6-0**

**f. Policy Committee**

President Newman-Bale discussed with fellow Trustees the need to establish a Board Policy Committee. This committee will be in addition to the other three current committees of the Board. The Board will take action on committee members at its next regular meeting being held on August 14, 2023.

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

President Newman-Bale opened the meeting up for public comment and no request was made.

**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). This closed session was requested in writing by the employee.

**Approval that the Board of Education go 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: Raymond  
Seconded by: Bird**

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



**MOTION CARRIED 6-0**

**The Board entered into Closed Session at 10:03 p.m.**

**The Board returned to Open Session at 11:04 p.m.**

**12. BOARD PRESIDENT CLOSING REMARKS**

President Newman-Bale had no closing remarks.

**13. ADJOURNMENT**

**Motion to adjourn the meeting at 11:05 p.m.**

**Moved by: Newman-Bale**

**Seconded by: Raymond**

**The following vote was held:**

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

**Nay: N/A**

**MOTION CARRIED 6-0**

***Next Board of Education Meeting***

***Thursday, July 27, 2023, at 5:00 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***