

*Approved on June 26, 2023*

**PRESENT:** Scott Newman-Bale (Chair), Flournoy Humphreys, Josey Ballenger, Dr. John VanWagoner (remote),  
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 April 27, 2023**

The Committee was asked if they had any changes to the draft minutes from the April 27, 2023 meeting. No changes to the minutes were recommended. Minutes are to remain as posted.

**b. Board Policy Review**

**i. Consent**

**1. Board Policy 5113: Inter-District Open Enrollment (School of Choice) (REVISED)**

**a. Form 5113: School of Choice (Open Enrollment) Form (REVISED)**

Associate Superintendent of Labor Relations and Legal Services, Coni Taylor, reviewed the revisions in Board Policy 5113 and the accompanying Form 5113.

Board Policy 5113, with recommended revision, will be on the Consent Calendar at the June 12 Board of Education Meeting.

**ii. Second Reading**

**1. Board Policy 5600: Student Discipline (Replacement Policy)**

**2. Board Policy 5600.01: Student Discipline - Due Process (New Policy)**

**3. Board Policy 5600.02: Student Discipline - Students with Disabilities (New Policy)**

**4. Board Policy 5600.03: Student Discipline - Reinstatement Following Expulsion (New Policy)**

**5. Board Policy 5600.04: Student Discipline - Enrollment Following Misconduct in Another Public or NonPublic School (New Policy)**

**6. Board Policy 5600.05: Student Discipline - Suspension from Class, Subject, or Activity by Teacher (New Policy)**

**7. Board Policy 8451: Pediculosis (Head Lice) (New Policy)**

Ms. Taylor reviewed Student Discipline Policy 5600, which is being replaced by several individual policies to cover legal requirements and TCAPS procedural practices, as recommended by Thrun Law Firm. Additionally, Policy 8451 will address procedures for addressing pediculosis (head lice).

These new Board policies will be on the June 12 Board of Education Meeting agenda as a Second Reading under Discussion.

**c. Review of June 12, 2023 Board of Education Meeting Agenda**

The Committee reviewed the June 12 Board Meeting agenda with administration.

**4. INFORMATIONAL ITEMS**

**a. Human Resources**

**i. Staffing Update**

Ms. Taylor reported that the building budget and staffing meetings are complete and all current staff members have been placed within the district.

**ii. Elementary Principal Vacancies Update**

Ms. Taylor shared that second round interviews for the Eastern Elementary Principal vacancy have occurred and today will be first round interviews for the Montessori Principal vacancy. She also informed the committee the job posting for the West Middle School Lead Principal will be closing soon. It is expected that the candidates will be announced in mid to late June.

**iii. Bargaining Unit Contract Update**

Ms. Taylor thanked the association leadership and Assistant Superintendent, Christine Thomas-Hill, for the productive conversations during the meet and confer meetings. Ms. Taylor also recognized Mike Livengood for his collaboration and leadership during his two years as Traverse City Education Association President.

**iv. Staffing Recruitment**

Recruitment efforts continue in all areas, including transportation which is a critical shortage area. Ms. Taylor noted that sign-on bonuses are still in place and Human Resources is collaborating with Communications's summer outreach to help with these efforts.

**b. Communications Update**

**i. TCAPS Advertising**

Executive Director of Marketing and Communications, Ginger Smith, informed the committee that new enrollment initiatives have begun, including a digital advertisement on check out monitors at Family Fair in Grawn, yard signs to promote elementary schools and the district, and a collaboration with the Sunrise Rotary to provide district information in packets that are given to all new parents at Munson. Ms. Smith shared that the "*Moms, Dads and Grads*" campaign to showcase generations of TCAPS graduates is currently running on social media.

Ms. Smith reviewed the communications plans for the Pre-Bond Planning survey that runs through June 15 for staff, students and community members and provided an update on the number of survey responses thus far (Staff - 276 , Student - 453, Community - 732).

**ii. Summer Outreach Update**

Ms. Smith shared that a schedule for the Sunshine Bus summer outreach, in coordination with Father Fred, has been completed and shared. The outreach provides meals, personal hygiene products, etc.

Ms. Smith informed the committee that the Summer Explorers Club has completely filled all eight (8) sessions at 144 students per session and Summer Academy for grades 9-12 is currently enrolling students for credit recovery and academic credits.

Ms. Smith reminded the committee that the TCAPS Montessori Ribbon Cutting is set for June 6 at 4:00 pm and reviewed the communication that is planned for the event.

**5. OTHER ITEMS**

No other items were discussed.

**6. ADJOURNMENT**

This meeting adjourned at 9:25 a.m.

Respectfully Submitted By,

***Stacey Hozak***

Stacey Hozak  
Committee Recording Secretary

**Next Board Executive Committee Meeting**

***Thursday, June 29, 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), Flourney Humphreys, Rotating Board Member,  
Dr. John VanWagoner, Coni Taylor, and Ginger Smith***