

*Approved on August 3, 2023*

**PRESENT:** Scott Newman-Bale (Chair), Flournoy Humphreys, Holly Bird, 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 June 26, 2023**

The Committee was asked if they had any changes to the draft minutes from the June 26, 2023 meeting. No changes to the minutes were recommended. Minutes are to remain as posted.

**b. Annual Memberships**

i. Michigan Association of School Boards (MASB)

ii. Michigan High School Athletic Association (MHSAA)

Dr. VanWagoner reviewed the annual memberships as presented. The annual memberships will be on the Consent Calendar at the July 10 Board of Education Meeting.

**4. INFORMATIONAL ITEMS**

**a. Human Resources**

i. Tenure Contract

Coni Taylor, Associate Superintendent of Labor Relations and Legal Services, provided the Committee with an overview of staff members that have completed the years of service requirement to receive tenure in the State of Michigan.

ii. Staffing Update

1. WMS Assistant Principal positions

Ms. Taylor updated the Board on the selection process for the West Middle School Assistant Principal positions.

2. Critical Shortage Areas

Ms. Taylor shared that the district is heavily recruiting in the critical shortage area. She stated that over the summer the district will be providing paid training for new bus drivers.

**b. Communications Update**

i. Yard Signs

Ginger Smith, Executive Director of Marketing and Communications, shared that yard signs are being placed throughout the district to advertise summertime enrollment at TCAPS.

**ii. SSN Sunshine Bus**

Ms. Smith shared that this is week number two (2) of running the Sunshine Bus. During week one (1), 135 students visited the Sunshine Bus and there appears to be an increase in participation this week. She thanked the Father Fred Foundation for partnering with TCAPS to provide meals to students and to the TCAPS bus drivers who are helping out with the program.

**iii. Cherry Fest Parade**

Ms. Smith shared that a TCAPS bus will be following the bands in the July 8 Cherry Festival Parade.

**5. PROCEDURAL ITEMS**

**a. Review of July 10, 2023 Board of Education Meeting Agenda**

The Committee reviewed the July 10 Board Meeting agenda with administration.

**6. COMPASS Strategic Plan Update**

Ms. Taylor and Ms. Smith provided the Committee with an update on the COMPASS Strategic Plan and reviewed the following goals in detail:

Goal 2A: Attract, recruit, and retain a diverse and robust employee workforce to provide a world-class learning environment.

Goal 2C: Implement strategies to attract and retain students, leading to sustainable enrollment.

Goal 3A: Analyze and improve communication systems to establish a culture of collaboration and transparency.

Goal 3C: Engage and collaborate with the community to address resources to the district leading to student success.

**7. OTHER ITEMS**

No other items were discussed.

**8. ADJOURNMENT**

This meeting adjourned at 9:49 a.m.

Respectfully Submitted By,

***Stacey Hozak***

Stacey Hozak  
Committee Recording Secretary

***Next Board Executive Committee Meeting***

***Thursday, August 3, 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***