

To be approved on January 4, 2024

PRESENT: Flournoy Humphreys, Holly Bird, Beth Pack, Dr. John VanWagoner, Ginger Smith, and Coni Taylor

ABSENT: Scott Newman-Bale

1. CALL TO ORDER

Trustee Humphreys called the meeting to order at 9:01 a.m.

2. PUBLIC COMMENT

Trustee Humphreys offered time for public comment and no request was made.

3. PROCEDURAL ITEMS

a. Draft Committee Meeting Minutes from November 2, 2023

The Committee was asked if they had any changes to the draft minutes from the November 2, 2023 meeting. No changes to the minutes were recommended. Minutes are to remain as posted.

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

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

4. INFORMATIONAL ITEMS

a. Human Resources

Trustee Humphreys deferred to the Associate Superintendent of Labor Relations and Legal Services, Coni Taylor, to provide an update on the following items:

i. Staffing Update

1. Retirements

TCAPS has received notification to date from 15 certified staff members of their intention to retire at the end of the 23/24 school year. Knowing that there is a large number of staff eligible for retirement, TCAPS has not made layoffs and will be able to place current staff into the open positions. Additionally, the Human Resource Department is working with current student teachers by offering sub/temporary positions or hiring with placement to be determined, knowing there will be openings for the 24/25 school year.

2. Vacancies

Current vacancies include Early Childhood Special Education, Special Education, and long-term substitute positions in the Great Start Readiness Program. The district also has openings for cook's assistant, special education assistant, bus drivers and bus aides.

3. Open Interview dates

Open interviews will be held at the Boardman Administration Building on December 13 from 8:00 - 10:00 a.m. and December 20 from 3:00 - 5:00 p.m..

ii. Policy Conversion Update : Section 4000

Board Trustees will be mailed physical copies of policies in section 4000 this month to begin reviewing and will receive Section 0000 and 1000 in January. It is expected that all policies will be reviewed by summer 2024 and will be brought to a Board of Education meeting for adoption.

b. Communications Update

Trustee Humphreys deferred to the Executive Director of Marketing and Communications, Ginger Smith, to provide an update on the following items:

i. WSH Athletic Facility Update

West Senior High student government is working with the student body to gather name recommendations for the new athletic facility. The names will be presented to the Board Executive Committee in January and a recommendation will move to the full board for approval. A ribbon cutting is being planned for this spring and more details will be shared when available.

ii. TCAPS Academic Excellence Endowment Update

Approximately \$8,476 has been raised for the Academic Excellence Endowment by the Grand Traverse Regional Community Foundation for classroom grants. A committee will be meeting today to review the grant requests.

iii. December Events

- TCAPS will be serving hot cocoa at the Santa House in downtown Traverse City on the following Fridays: December 1, 8 and 15. The Student Support Network will be accepting donations for pre-packaged snacks during this event.
- The Titan and Trojan Hockey teams will be competing on and off the rink to collect pantry items for the Student Support Network. Each school will have a trailer on site from December 4-6 where donations can be dropped off. The teams face off on December 6 at 6:00 pm at Howe Ice Arena.
- Holiday giving trees are available at each school building and the Student Support Network will fill in where there is additional need.
- Computer Science Education Week is December 4-10 and all students are invited to participate in TCAPS Hour of Code. There will be opportunities for classrooms to compete for a pizza party by having the most participation. Families can also join in on the fun from home.
- The Music Department Sounds of the Season concerts will be all month long. Information on dates, times and locations can be found on each school website.

5. OTHER ITEMS

No other items were discussed.

6. ADJOURNMENT

This meeting adjourned at 9:29 a.m.

Respectfully Submitted By,

Stacey Hozak

Stacey Hozak

Committee Recording Secretary

Next Board Executive Committee Meeting

Thursday, January 4, 2024, at 9:00 a.m.

Tompkins Boardman Administration Building (Conference Room C)

412 Webster Street, Traverse City, MI 49686

Executive Committee Members:

***Scott Humphreys (Chair), Flournoy Humphreys, Rotating Board Member,
Dr. John VanWagoner, Coni Taylor, and Ginger Smith***