

## Meeting Minutes

### Board Finance and Operations Committee Meeting

Thursday, February 27, 2025 at 8:15 a.m.

Administration at Glenn Loomis - Boardroom

1009 S. Oak Street, Traverse City, MI 49684



*Approved on April 3, 2025*

### Meeting Presentation

**PRESENT:** Erica Moon Mohr (Acting Chairperson), Beth Pack, Ty Schmidt, Brittany Kay, Erika Lahti, Sandy Low, Evan O'Branovic, Christine Thomas-Hill, Paul Thwing, Dan Tiesworth, Dr. John VanWagoner II

**ABSENT:** Wes Souden

**1. The meeting was called to order at 8:15 a.m.**

Erica Moon Mohr (Acting Chairperson) welcomed everyone to the meeting.

**2. PUBLIC COMMENT**

Acting Chairperson Moon Mohr offered time for public comment and no request was made.

**3. PROCEDURAL ITEMS**

**a. Prior Committee Meeting Minutes**

The committee was asked to approve the minutes from the January 30, 2025, Board Finance and Operations Committee (BFOC) meeting. No changes were recommended.

**The January 30, 2025 minutes to remain as posted.**

**b. Acceptance of Grant**

**i. The Grand Traverse Band of Ottawa and Chippewa Indians 2% Grant**

TCAPS is honored to have received \$25,000 in grant funds which will support year-round programming of the Student Support Network, including the third year of operating the Sunshine Bus for ten weeks during the summer of 2025.

**Recommend to accept the \$25,000 grant from Grand Traverse Band of Ottawa and Chippewa Indians; place this on the next Board of Education meeting under Discussion**

Trustee Pack arrived at 8:18 am.

**c. Bids, Services, and/or Purchases**

**i. Curriculum**

**• English Language Arts (ELA) Elementary Adoption**

The ELA leadership team conducted a two-year ELA curriculum review which included piloting Core Knowledge Language Arts (CKLA) for grades K- 5. The leadership team supports the purchase of the CKLA curriculum based on the program's strong pilot results.

**Recommend to purchase CKLA curriculum from Amplify for a total amount not to exceed \$1,119,908 which includes a 10% contingency; funded from the 35J Literacy Grant; place this on the next Board of Education meeting agenda under Discussion.**

**ii. Safety and Security**

**• District Safety Shades**

This purchase will add safety shades to all K-8 buildings and Traverse City High School as recommended by Secure Environment Consultants (SEC).

**Recommend to proceed with the purchase and installation of safety shades from Buster's Blinds & Window Film through The Interlocal Purchasing System (TIPS) for a total amount not to exceed \$57,874 which includes a 10% contingency; funded from Capital Bond Funds - Safety and Security; place this on the next Board of Education meeting agenda under Consent.**

iii. Technology

- Art Cameras - Visual, Performing, and Applied Arts

This project is for the purchase of digital cameras and accessories for art at West Middle School, Central High School, and West Senior High School..

**Recommend to purchase cameras and accessories from Amazon and B & H Photo for a total amount not to exceed \$44,907 which includes a 10% contingency; funded from Capital Bond Funds - Technology; place this on the next Board of Education meeting agenda under Consent.**

- Student Chromebooks

This project is the annual purchase of Chromebooks and accessories for the incoming 6th and 9th-grade students and additional Chromebooks for the Compass Learning Center (CLC).

**Recommend to purchase Chromebooks, cases, and headphones from People Driven Technology for a total amount not to exceed \$886,116 which includes a 10% contingency; funded from Capital Bond Funds - Technology; place this on the next Board of Education meeting agenda under Consent.**

- Network Wireless Upgrade (Eastern Elementary and East Middle School)

This project will bring both schools up to our current district standards. These updates will ensure that the teaching and learning experience remains seamless and productive. This project is eligible for a reimbursement through E-rate.

**Recommend to purchase the Network and Wireless Upgrades from People Driven Technology for a total amount not to exceed \$272,152 which includes a 10% contingency; funded from Capital Bond Funds - Technology; place this on the next Board of Education meeting agenda under Consent.**

#### 4. INFORMATIONAL ITEMS

a. Capital Projects

i. Capital Projects Update

A presentation was shared with the Committee to provide information about the status of construction projects across the district. The full presentation is available on the district website: [www.tcaps.net/about/departments/capital-projects-and-planning](http://www.tcaps.net/about/departments/capital-projects-and-planning).

b. TCAPS 2025-2026 Draft Calendar Discussion

Dr. VanWagoner provided an overview of the draft calendar for the 2025/2026 school year.

c. Finance

i. Bond Sale Update

- Standard & Poors (S&P) Global Ratings affirmed the district's AA- rating with a stable outlook. The lowest bid was Fifth Third Securities with a True Interest Cost (TIC) of 3.23%.

ii. Review of Budget Timeline

An overview of the timeline for developing the district's annual budget was discussed.

d. Upcoming District Purchases

A review of upcoming district purchases was discussed with the Committee. Click [HERE](#) to view a list of the district's planned purchases and future projects.

5. OTHER ITEMS

Dr. VanWagoner discussed district-owned buildings and properties with a recommendation that the Board of Education consider long term plans during the upcoming strategic planning process.

6. ADJOURNMENT

The meeting adjourned at 10:11 a.m.

Respectfully Submitted By,

*Julie Gorter*

Julie Gorter

Committee Recording Secretary

**Next Board Finance and Operations Committee Meeting**

**Thursday, April 3, 2025 at 8:15 a.m.**

**Administration at Glenn Loomis**

**1009 South Oak Street, Traverse City, MI 49684**

***Finance and Operations Committee Members:***

***Erica Moon Mohr, Ty Schmidt, Vacant***

***Dr. John VanWagoner, Christine Thomas-Hill, Wes Souden, Sandy Low, and Paul Thwing***