

Meeting Minutes

Board Curriculum Committee Meeting

Tuesday, April 1, 2025 at 8:15 a.m.

Administration at Glenn Loomis

Board Room, 1009 South Oak Street, Traverse City, MI 49684



To be approved on April 29, 2025

Meeting Slides Presentation

PRESENT: Josey Ballenger, Erica Moon Mohr, Beth Pack, Dr. John VanWagoner, Jessie Houghton, Dan Tiesworth, Misti Warner, Dawne Mormann

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

Chair Josey Ballenger welcomed everyone to the meeting.

2. PUBLIC COMMENT

Chair Josey Ballenger offered time for public comment. None was offered.

3. PROCEDURAL ITEMS

a. Prior Committee Meeting Minutes

The committee was asked to approve the minutes from the February 27, 2025, Board Curriculum Committee meeting. Chair Ballenger noted that in the discussion regarding student achievement, the district may want to advocate for a data review of NWEA, not M-Step. No changes to the minutes were recommended. The February 27, 2025 minutes will remain as posted.

b. 2024-2025 TCAPS District Course Catalog Updates

Jessie Houghton, Chief Academic Officer - Secondary, reported on course additions to the catalog, as outlined in the memo and meeting presentation linked above.

The committee moved the Course Catalog changes to the full Board under the Consent Calendar for approval at the April 14, 2025 meeting.

c. Field Trip Requests

Jessie Houghton, Chief Academic Officer - Secondary, reported on three field trip requests listed below and outlined in the memo and meeting presentation linked above. Ms. Ballenger asked that in the future when we refer to the International Affairs Forum, to include that it is Northwestern Michigan College's program.

**i. Traverse City West Senior High School Robotics - 2025 FIRST Championship
Houston, Texas - April 15-20, 2025**

**ii. Traverse City Central High School Robotics - 2025 FIRST Championship
Houston, Texas - April 15-20, 2025**

**iii. Traverse City West Senior High School - Academic WorldQuest National Competition
Washington, D.C. - April 27-29, 2025**

The committee moved the three field trip requests to the full Board under the Consent Calendar for approval at the April 14, 2025 meeting.

4. INFORMATIONAL ITEMS

a. Field Trip Cancellation

Jessie Houghton, Chief Academic Officer - Secondary, reported the need to cancel the previously Board approved out-of-country field trip for Traverse City West Senior High School's Advanced Art/Photo/Journalism students (Peru - March 21-29, 2026) due to a lack of interest.

b. Board Curriculum Learning Series: Student Attendance

The Curriculum & Instruction Team and Dawne Mormann, Regional Truancy Liaison from Northwest Education Services, presented the learning series. The presentation covered the following:

- i. Attendance rates from the 2022-23 and 2023-24 school years comparing elementary, middle school, high school, and TC High. It was noted that Chair Ballenger would like to see national absenteeism statistics included as well as looking at TCAPS attendance rates for the 2018-19 school year;
- ii. Ways to improve student attendance and the district's process for monitoring attendance;
- iii. The role of social workers and counselors in supporting student attendance and identifying barriers for the family;
- iv. The Truancy Liaison's role in supporting student attendance includes home visits, creating individualized plans, identifying root causes of absenteeism, connections on mental health supports, housing, education for families on needed community resources, working with school principals and teachers to create ways for students to catch up on missed school work, and the rare instances of court-referrals as a last resort when all other efforts have not proved successful. Ms. Mormann introduced Debra Shaffer who has been hired by Northwest Education Services to assist with truancy support in outlying areas in the region. Ms. Mormann is also a Pupil Accounting Auditor. Ms. Mormann works with all the schools in TCAPS but spends the majority of her time in the middle schools, Blair, and Traverse Heights;
- v. The impact family divorce or separation sometimes has on attendance and the role the Student Support Network plays in providing gas cards for families tied to student attendance;
- vi. NMCAA partnership which provides School Success Liaisons (4) in buildings with more At-Risk students. School Success Liaisons provide additional supports for students;
- vii. Chronically absent student performance showing that students who regularly attend school perform better and are more likely to graduate on time; and
- viii. TCAPS efforts to provide parenting support and programs for parent education on the importance of student attendance.

Ms. Mormann noted there is no budget for truancy. She sees the current, biggest need in the form of incentives and rewards for middle school students, such as gift cards. She noted the Grand Traverse County Sheriff's Department is supportive with this when she reaches out for assistance with bus passes and gas cards. She gave accolades to Katie Kubesch, TCAPS Student Support Network Coordinator, for her collaboration with Truancy in providing basic needs to support student attendance.

Chair Ballenger suggested the Board keep this information in mind with the strategic plan work. She also suggested the district may want to look at the ideas Kalamazoo Public Schools has put in place to tackle attendance issues in their district, such as parent education, grade retention, and mandatory summer school.

c. Celebrations & Successes

Ms. Houghton and Mr. Tiesworth highlighted several celebrations and successes throughout the district as outlined in the meeting presentation linked above.

Erica Moon Mohr excused herself from the meeting at 9:40 a.m.

5. OTHER ITEMS

None cited.

6. The meeting adjourned at 9:41 a.m.

Respectfully Submitted By,

Kelly Walter

Kelly Walter

Committee Recording Secretary

Next Board Curriculum Committee Meeting

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1009 South Oak Street, Traverse City, MI 49684

Curriculum Committee Members:

***Josey Ballenger (Chair), Beth Pack, Ty Schmidt (alternate), Dr. John VanWagoner,
Jessie Houghton, Dan Tiesworth, Brittany Kay, Tiffany Pomaville, Misti Warner***