

Revised February 7, 2025

This meeting is a meeting of the Board of Education held in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time set aside for public comment during the meeting as noted below. Any person with a disability or who needs accommodation for participation in this meeting should contact Tammy Brunan, Board Recording Secretary, at (231) 933-1725 or [brunanta@tcaps.net](mailto:brunanta@tcaps.net) at least three (3) business days in advance of the meeting to request assistance.

DRAFT [Meeting Presentation](#)  
(available at least 24 hours prior to meeting)

1. [CALL TO ORDER](#)

2. [PLEDGE OF ALLEGIANCE](#)

3. [REVIEW/APPROVAL OF AGENDA](#)

The Board will welcome staff and citizens, review the agenda, consider any suggested rearrangement of items, and determine if any changes in the agenda are needed.

4. [RECOGNITION](#)

**TCAPS Compass Awards**

5. [PUBLIC COMMENT #1](#) (Orange Card)

The Board has set aside this time for public comment on any topic. You will have one opportunity for public comment. If you wish to make public comment at the first opportunity, please fill out the public comment card for Public Comment #1 and present it to the Board's Recording Secretary. As you speak, please identify yourself by name (and you may also give your address). An individual may make public comment for up to three (3) minutes. Individuals addressing the Board must take into consideration the rules of common courtesy. Public comment should not be used to make personal attacks against a school board member or school district employee by name. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual or specific incident is best handled through administrative channels. These procedures are outlined in [Board Policy 2504](#).

6. [SUPERINTENDENT'S REPORT](#)

a. **Legislative Update**

b. **District Highlights**

7. [BOARD COMMITTEE REPORTS / DISCUSSION](#)

Board members will provide a brief summary of meetings held and discuss miscellaneous topics.

a. **Board Curriculum Committee (January 28)** → Report out by Ballenger

b. **Board Finance Committee (January 30)** → Report out by Raymond

c. **Board Executive Committee (January 30)** → Report out by Newman-Bale

d. **Board Office Hours 6:00 p.m. - 7:00 p.m.**

- i. January 23, 2025 → Report out by Bird
- ii. February 27, 2025 → Attending: Pack

## 8. **CONSENT**

The purpose of the consent calendar is to expedite business by grouping items together to be dealt with by one Board member motion without discussion. Any member of the Board may ask that any item on the consent calendar be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.

a. **Personnel Recommendations**

The Board will consider personnel recommendations that have been included in the agenda packet.

b. **Board Policy**

The Board will consider the following:

- i. 3211 Post Issuance Tax Compliance
- ii. 3402 Drills, Plans, and Reports
- iii. 3408 Firearms and Weapons
- iv. 4206 Employment Contracts
- v. 4207 Third-Party Contracting of Non-Instructional Support Services
- vi. 4213 Anti-Nepotism
- vii. 4214 Outside Activities and Employment
- viii. 4215 District Technology and Acceptable Use Policy
- ix. 4216 Personal Communication Devices
- x. 4217 Social Media
- xi. 4221 Employee Speech
- xii. 4228 No Expectations of Privacy
- xiii. 4401 Definition (removed a reference to a statute)
- xiv. 4402 Assignment and Transfer (REMOVED)
- xv. 4403 Performance Evaluation (REMOVED)
- xvi. 4405 Reduction in Force and Recall (REMOVED)
- xvii. 4408 Termination
- xviii. 4409 Non-Renewal (REMOVED)
- xix. 4503 Performance Evaluation (REMOVED)
- xx. 4507 Termination
- xxi. 4603 Performance Evaluation

c. **TCAPS District Course Catalog with Amendments**

The Board will consider approval of the 2024/2025 TCAPS District Course Catalog with amendments.

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

The Board will consider the following:

i. Capital Projects

- West Senior High Restroom Renovation  
Recommend to award the contract to Comstock Construction Company for a total amount not to exceed \$575,740 which includes a 10% contingency; funded from Capital Bond Funds.
- Blair and Courtade Elementary Lockers  
Recommend to award the project to Rayhaven Group, Inc. for a total amount not to exceed \$246,000 which includes a 10% contingency; funded from Capital Bond Funds.
- Elementary Building Permanent Walls - Music  
Recommend to award the project to Eckler Building Solutions for a total amount not to exceed \$161,590 which includes a 10% contingency; funded from Capital Bond Funds.

e. **Meeting Minutes**

The Board will consider the meeting minutes from the January 27, 2025 Study Session.

9. **DISCUSSION**

a. **School Safety Update**

b. **Amendment to the 2024/2025 General Fund Budgets and School Service Funds (Food Services program, Student/School activities fund, Community Services)**

The Board will consider the proposed first amendment to the 2024/2025 General Fund Budgets and School Service Funds (Food Services program, Student/School activities fund, Community Services).

c. **Board Policy**

The Board will consider the following:

- i. 3201A Financial Management for Federal Funds (NEW)
- ii. 4229 Use of Generative Artificial Intelligence (NEW)
- iii. 4402 Placement (NEW)
- iv. 4403 Performance Evaluation (NEW)
- v. 4405 Reduction in Force Recall (NEW)
- vi. 4409 Non-renewal (NEW)
- vii. 4503 Performance Evaluation (NEW)

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

The Board will consider the following:

i. Transportation

- School Bus Purchase  
Recommend to purchase from various vendors using purchasing cooperatives and single source vendors for a total amount not to exceed \$1,046,127.05; funded from Capital Bond Funds.

ii. Capital Projects

- West Senior High Circulation/Long Lake Elementary Driveway Expansion  
Recommend to award the contracts as recommended by Miller-Davis, Construction Manager for this project, for a total amount not to exceed \$4,458,366 which includes a 10% contingency; funded from Capital Bond Funds.
- Traverse Heights Elementary Classroom/Cafeteria Addition  
Recommend to award the project to Hallmark Construction, Inc. for a total amount not to exceed \$3,254,680 which includes a 10% contingency; funded from Capital Bond Funds.

e. **Ad Hoc Committee**

Requesting an ad hoc committee, that could be temporary in nature, to assess ways to increase funding and close the improvement gap for economically disadvantaged students.

10. **PUBLIC COMMENT #2** (Green Card)

The Board has set aside this time for public comment on any topic. You will have one opportunity for public comment. If you made a public comment during the first opportunity on the agenda, you will not be called on during the second opportunity. If you wish to make public comment at the second opportunity, please fill out the public comment card for Public Comment #2 and present it to the Board's Recording Secretary. As you speak, please identify yourself by name (and you may also give your address). An individual may make public comment for up to three (3) minutes. Individuals addressing the Board must take into consideration the rules of common courtesy. Public comment should not be used to make personal attacks against a school board member or school district employee by name. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual or specific incident is best handled through administrative channels. These procedures are outlined in [Board Policy 2504](#).

11. **BOARD PRESIDENT CLOSING REMARKS**

12. **ADJOURNMENT**

**Next Board of Education Meeting - Study Session**

**Monday, February 24 , 2025 at 6:00 p.m.**

**Administration at Northwest Education Services-Conference Center**

**1101 Red Drive, Traverse City, MI 49684**

**Board of Education:**

**Josey Ballenger, Holly T. Bird, Erica L. Moon Mohr,**

**Scott Newman-Bale, Beth Pack, Andrew R. Raymond, and Ty Schmidt**