

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 Stacey Hozak, Board Recording Secretary at (231) 933-1725 or [hozakst@tcaps.net](mailto:hozakst@tcaps.net) at least three (3) business days in advance of the meeting to request assistance.

[Meeting Presentation](#)

(available at least 24 hours prior to meeting)

1. [CALL TO ORDER](#)

The Superintendent serves as Acting Chairperson until the election of a President has been completed.

2. [PLEDGE OF ALLEGIANCE](#)

3. [APPOINTMENT OF TEMPORARY SECRETARY](#)

4. [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.

5. [ELECTION OF OFFICERS](#)

The Board shall elect a President, Vice-President, who shall be members of the Board, and a Secretary and Treasurer, who need not be members. Election of officers shall be by a majority vote of the full Board. Where no such majority exists on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes.

6. [ESTABLISHMENT OF BOARD COMMITTEES & REPRESENTATIVES](#)

- Board Executive Committee - Meets monthly (President, Vice President & one Board member to rotate each month)
- Board Curriculum Committee – Meets monthly (three Board members)
- Board Finance & Operations Committee – Meets monthly (three Board members)
- Reinstatement Committee – Meets as required (Board President and Curriculum Committee Chair; Alt: Board Vice President)
- Nutrition and Fitness Team (formally Health and Wellbeing Committee) - Meets a few times per year (one Board member)
- Sustainability Committee - Meets monthly/as needed (two Board members)
- Board Office Hours – Meets monthly (Board members rotate each month)
- Round Table – Meets monthly when school is in session (Board members rotate each month)
- Superintendent/Board of Education Student Advisory Council - Meets bi-monthly when school is in session (Board members rotate each meeting)

7. **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](#).

8. **SUPERINTENDENT'S REPORT**

- a. **Legislative Update**
- b. **District Highlights**
- c. **Tenure**
- d. **TCAPS Board of Education Recognition**

9. **BOARD COMMITTEE REPORTS / DISCUSSION**

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

- a. **Board Curriculum Committee (January 7)** → Report out by Moon Mohr
- b. **Board Finance and Operations Committee (January 9)** → Report out by Ballenger
- c. **Board Executive Committee (January 9)** → Report out by Moon Mohr
- d. **Superintendent/Board of Education Student Advisory Council (December 17)** → Report out by Moon Mohr
- e. **Nutrition and Fitness Team (January 9)** → Report out by Moon Mohr and Pack
- f. **Board Office Hours 6:00 p.m. - 7:00 p.m.**
  - i. December 19, 2024 → Report out by Newman-Bale
  - ii. January 23, 2025 → Pack (*tentative until approved*)

10. **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. Field Trips and Other District-Sponsored Trips**

The Board will consider the following:

- i. 10th Grade Advanced Art/Photo/Journalism Students to Peru, March 21st-29th 2026

**c. 2024-2025 TCAPS District Course Catalog**

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

**d. 2025-2026 TCAPS District Course Catalog**

The Board will consider approval of the 2025-2026 TCAPS District Course Catalog.

**e. Sex Education Advisory Board (SEAB) Appointment of Co-Chair**

The Board will consider approval of the SEAB Co-Chair as recommended by the administration.

**f. Donation Acceptance: Mahogany Foundation**

The Board will consider a donation of \$10,000 from the Mahogany Foundation for the Student Support Network (SSN).

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

The Board will consider the following:

- i. Facilities
  - Robotic Field Painter
    - Purchase from Turf Tank in an amount not to exceed \$64,000; funded from Capital Bond Funds.

**h. Board Policy**

The Board will consider the following:

- i. 3211 Post-Issuance Tax Compliance (UPDATED)
- ii. 3301 Purchasing and Procurement (UPDATED)
- iii. 3303 Gifts and Donations (UPDATED)
- iv. 3306 Construction Bidding (UPDATED)
- v. 3307 Construction Administration (UPDATED)
- vi. 3402 Drills Plans and Reports (UPDATED)
- vii. 3403 Reporting Accidents (UPDATED)
- viii. 3406 Integrated Pest Management (UPDATED)
- ix. 3410 Opioid Antagonist (UPDATED)
- x. 4101 Non-Discrimination (UPDATED)
- xi. 4102 Anti Harassment (UPDATED)
- xii. 4104 Employment Complaint Procedure for Allegations Implicating Civil Rights (UPDATED)
- xiii. 4105 Disability Workplace Accommodations for Employees and Applicants (UPDATED)
- xiv. 4107 Military Leave (UPDATED)
- xv. 4109 Break Time for Nursing Mothers (UPDATED)
- xvi. 4201 Employee Ethics and Standards (UPDATED)

xvii. 4202 Children's Protective Services (CPS) Reporting and Student Safety and Welfare  
(UPDATED)

i. **Organizational Meeting Items**

The Board will consider the following organizational items as recommended by Administration and defined on the noted attachments:

- i. Designation of Depositories, Investment of Funds and Signatures Required for School District Accounts
- ii. Designation of Day, Time, and Place to Hold 2025 Board Meetings
- iii. Approval of Resolution to Authorize Summer Property Tax Collection (2026)
- iv. Designation of Legal Counsel
- v. Designation of the Board's Recording Secretary & Individual to Post Notice of Meetings, etc.

j. **Meeting Minutes**

The Board will consider approval of Regular and Closed Session Meeting Minutes from December 9, 2024.

11. **DISCUSSION**

a. **Board of Education Standards of Practice**

The Board will consider the Board of Education Standards of Practice for 2025.

b. **School Safety Update**

c. **Board Policy**

The Board will consider the following:

- i. 4105A Pregnancy-Related Workplace Accommodations (NEW)
- ii. 4105B Religious Workplace Accommodations for Employees and Applicants (NEW)

d. **Blair Property Housing Project**

The Board will consider a Sponsorship Agreement and Interlocal Agreement for the Blair Property Housing Project.

12. **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](#).

13. CLOSED SESSION

The Board will go into Closed Session for the purpose of consulting with an attorney on pending litigation (Kimberly Gilbert, as Personal Representative for the Estate of Jayson William Hoogeveen vs. Traverse City Area Public Schools, et. al., Case 24-cv-01329 in the United States District Court Western District of Michigan) as allowed by Section 8(e) of the Open Meetings Act and to consider a Privileged Written Attorney-Client Communication (attorney communications dated December 10, 2024) as allowed by Section 8(h) of the Open Meetings Act.

14. BOARD PRESIDENT CLOSING REMARKS

15. ADJOURNMENT

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

**Monday, January 27, 2025 at 6:00 p.m.**

*(tentative until approved)*

**Administration at Glenn Loomis**

**1009 S. Oak Street, 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***