

*Approved on January 30, 2025*

**PRESENT:** Josey Ballenger, Erica Moon Mohr, Dr. John VanWagoner, Ginger Smith, and Coni Taylor

**ABSENT:** Holly Bird, Scott Newman-Bale (Chair)

**1. CALL TO ORDER**

Trustee Moon Mohr called the meeting to order at 4:01 p.m.

**2. PUBLIC COMMENT**

Trustee Moon Mohr offered time for public comment and none was offered.

**3. PROCEDURAL ITEMS**

**a. Draft Committee Meeting Minutes from December 5, 2024**

The Committee was asked if they had any changes to the draft minutes from the December 5, 2024 meeting. No changes to the minutes were recommended. Minutes are to remain as posted.

**b. Board Policy Updates**

Associate Superintendent of Labor Relations and Legal Services, Coni Taylor, explained that while the Board has gone through the process of approving the Thurn Policy Manual, several updates had been made that were not included in the approval process. Therefore, over the next several months, the Board will be asked to approve revised and new policies that are required or recommended. Revised policies will be on the Board agendas under the Consent Calendar and new policies will be added to the Discussion Items. Ms. Taylor reviewed several updates and new policies. The Committee recommended placing the revisions on the Consent Calendar and the new policies under Discussion on the January 13, 2025 Board Organizational Meeting agenda.

**c. Standards of Practice**

The Committee reviewed the Standards of Practice and recommended placing it under Discussion on the January 13, 2025 Board Organizational Meeting agenda.

**d. Blair Property Housing Project**

Dr. VanWagoner shared that TCAPS and Northwest Education Services are working with legal counsel on a formal partnership agreement for the Blair Property Housing Project. TCAPS and Northwest Education Services will work with the developers to ensure that the property remains workforce housing for K-12 employees. The Committee recommended placing it under Discussion on the January 13, 2025 Board Organizational Meeting agenda.

**e. Agenda Review: January 13, 2025 Organizational Meeting and January 27, 2025 Study Session**

The Committee reviewed the January 13, 2025 Organizational Meeting and January 27, 2025 Study Session agendas with administration.

#### 4. INFORMATIONAL ITEMS

##### a. Human Resources

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

##### i. Staffing update

Ms. Taylor shared that the district has a number of coaching job opportunities posted as well as open positions in food service and various part time/full time aide positions. To help with budget projections, the District has extended the retirement early notification incentive from December 20, 2024 to February 1, 2025. At this time, the district has received 27 confirmed retirements/resignations from the Traverse City Education Association (TCEA). Trustee Moon Mohr shared that Central Grade School is also looking for volunteers to coach their elementary basketball program.

##### b. Communications Update

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

##### i. Enrollment

Ms. Smith shared that information sessions are taking place during the month of February for Junior Kindergarten/Kindergarten, 5th grade into 6th grade, and 8th grade into 9th grade. The dates and information will be posted on the District website.

#### 5. OTHER ITEMS

Dr. VanWagoner shared that he will provide an update on the Safe Routes to School Grant at the Board meeting on January 13, 2025.

Trustee Moon Mohr shared that the next meeting is scheduled for Thursday, January 30, 2025 at 4:00 p.m., pending approval at the Organizational Meeting.

#### 6. ADJOURNMENT

This meeting adjourned at 4: 57 p.m.

Respectfully Submitted By,

*Stacey Hozak*

Stacey Hozak

Committee Recording Secretary

**Next Board Executive Committee Meeting**  
**Thursday, January 30, 2025 at 4:00 p.m.**  
**(tentative until approved)**  
**Administration at Glenn Loomis**  
**1009 S. Oak Street, Traverse City, MI 49684**

*Executive Committee Members:  
Board President (Chair), Board Vice-President, Rotating Board Member,  
Dr. John VanWagoner, Coni Taylor, and Ginger Smith*