

## Meeting Minutes

### Board Curriculum Committee Meeting

Tuesday, January 28, 2025 at 8:30 a.m.

Administration at Glenn Loomis

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



*Approved on February 25, 2025*

### Meeting Slides Presentation

**PRESENT:** Josey Ballenger, Holly Bird, Beth Pack, Dr. John VanWagoner, Jessie Houghton, Dan Tiesworth, Brittany Kay, Tiffany Pomaville, Misti Warner, Kate Burwinkel, Jen Ciolek, Jeremy Howe, Danielle Oster

**1. The meeting was called to order at 8:30 a.m.**

Dr. VanWagoner (Acting Chair) welcomed everyone to the meeting.

**2. PUBLIC COMMENT**

Dr. VanWagoner 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 7, 2025, Board Curriculum Committee meeting. No changes were recommended. The January 7, 2025 minutes will remain as posted.

**b. Appointment of Committee Chair**

Dr. VanWagoner opened the discussion for nominations for the 2025 Chair of the Board Curriculum Committee. Trustee Bird nominated Trustee Ballenger, and Trustee Pack supported the nomination. Trustee Ballenger will serve as the 2025 Board Curriculum Committee Chair.

**c. Committee Meeting Schedule for 2025**

The committee members discussed the dates and times for the Board Curriculum Committee meetings. They will keep the meetings on Tuesdays but adjust the start time to 8:15 a.m.

**d. 2024-2025 TCAPS District Course Catalog Updates**

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

**The committee moved the Course Catalog changes to the full Board under the Consent Calendar for approval at the February 10, 2025 meeting.**

**4. INFORMATIONAL ITEMS**

**a. Board Curriculum Learning Series**

- i. Director of Whole-Child Systems Update - Misti Warner reported that the film "Screenagers", which is about understanding how technology and screens impact young people's lives, will be shown, at no cost to families, at Central High on March 3rd in the auditorium. Doors open at 5pm. The film will run from 5:30pm to approximately 7pm. This opportunity will be promoted in all elementary newsletters, as well as district social media posts. Chair Ballenger recommended Board members share this information with their contacts to help spread the word.

- ii. Traverse City High School - Ms. Houghton introduced Principal Jen Ciolek commending her on the work she and her staff are doing connecting with families to help educate and support students who seek a different pathway to complete high school. Ms. Ciolek provided an overview of the enrollment options and opportunities provided by TC High and the Compass Learning Center (CLC). The CLC offers a flexible learning schedule meeting a wide range of student needs. Ms. Houghton provided an update on TCAPS collaboration with SOS Learning Lab. This collaboration helps students who may not otherwise feel like they can return to a traditional school setting reconnect with their local school district. TCAPS has enrolled 10 students from SOS into Accelus online learning through the CLC, allowing TCAPS to provide wrap-around services to those enrolled students.
- iii. Instructional Rounds - Dan Tiesworth, Chief Academic Officer - Elementary provided an overview of Instructional Rounds. Instructional Rounds are driven by the host administrator who selects the date, focus for the visit (the problem-of-practice), and coordinates 20-25 educators visiting for a full school day for classroom observations and group sharing/collaboration. Ms. Houghton introduced East Middle Assistant Principal Jeremy Howe who provided an overview of the history of the Instructional Rounds experience at East Middle and thanked the Board and district for allocating time and resources for staff to participate in the process. Mr. Howe added that teachers and administrators take back things they learn to collaborate with staff in their building, growing instructional practices and impacting teaching and learning.

Trustee Bird excused herself from the meeting at 9:33 a.m.

Mr. Tiesworth introduced Long Lake Elementary Principal Kate Burwinkel and Instructional Coach Danielle Oster who gave an overview of how Instructional Rounds are implemented at the elementary level. Ms. Burwinkel noted that the end goals are growth as educators and finding the best strategies for higher student achievement.

**b. Celebrations & Successes**

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

**5. OTHER ITEMS**

Trustee Pack requested a presentation at a future meeting on world languages offered at TCAPS.

**6. The meeting adjourned at 10:08 a.m.**

Respectfully Submitted By,

*Kelly Walter*

Kelly Walter

Committee Recording Secretary

**Next Board Curriculum Committee Meeting**

**Tuesday, February 25, 2025 at 8:15 a.m.**

**Administration at Glenn Loomis**

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

***Curriculum Committee Members:***

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