

# Meeting Minutes

## Board Curriculum Committee Meeting

Tuesday, October 8, 2024 at 8:30 a.m.

Administration at Glenn Loomis

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



*Approved on October 29, 2024*

### Meeting Presentation

**PRESENT:** Erica Moon Mohr, Flournoy Humphreys, Beth Pack, Dr. John VanWagoner, Jessie Houghton, and Dan Tiesworth

**ABSENT:** None

**GUESTS:** Alison Sullivan, Heidi Britton, Stacy O'Donnell

#### 1. CALL TO ORDER

Chairperson Moon Mohr called the meeting to order at 8:30 a.m.

#### 2. PUBLIC COMMENT

Chairperson Moon Mohr offered time for public comment and no request was made.

#### 3. PROCEDURAL ITEMS

##### a. Draft Committee Meeting Minutes from August 27, 2024

The Committee discussed the Meeting Minutes from August 27, 2024. No changes were recommended and the Minutes from August 27, 2024 are to remain as posted.

##### b. 2024-2025 TCAPS District Course Catalog [Updates](#)

Jessie Houghton, Chief Academic Officer - Secondary, reported on the updates to the Course Catalog. The changes include the following new high school courses: MUS 118 - NMC Concert Band, MFG 113 - NMC Machining I, MUS 101 - NMC Theory of Music, MVHS Mathematics of Baseball, MVHS Fashion Design, MVHS AP English Literature & Composition A, and a high school course name change: English Lang Arts - 10 (STEM) - A&B changed to AP Seminar (Honors ELA 10).

**The Committee moved the Course Catalog updates to the full Board under the Consent Calendar for approval at the October 21, 2024 meeting.**

##### c. Field Trip [Requests](#)

Ms. Houghton presented the field trip requests that include: West Middle School 8th Grade U.S. History Trip to Washington, D.C. (April 22-25, 2025), East Middle School 8th Grade U.S. History Trip to Washington, D.C. (May 6-9, 2025); West Senior High School Global Service Trip to Guanajuato, Mexico (June 11-30, 2025); and West Senior High School International Galapagos Trip to Ecuador (Spring Break 2027).

**The Committee moved the field trip requests to the full Board under the Consent Calendar for approval at the October 21, 2024 meeting.**

#### 4. INFORMATIONAL ITEMS

a. **Board Curriculum Learning Series: Constitution Day & Indigenous People's Day**

Ms. Houghton introduced Allison Sullivan, Instructional Coach at East Middle School and Curriculum Specialist for Social Studies (6-12). Ms. Sullivan assisted the JK-5 and 6-12 Social Studies leadership teams in developing the lesson plans for these days.

Ms. Houghton and Ms. Sullivan provided an overview of the lessons that were shared with students on Constitution Day, September 17, 2024.

Dan Tiesworth, Chief Academic Officer- Elementary, introduced Summer Baldwin, Indigenous Education Program Coordinator and recognized her, Ms. Sullivan, and the elementary social studies leadership team for their work in preparing the elementary lessons for celebrating Indigenous People's Day on October 14, 2024 (half-day of school). Mr. Tiesworth and Ms. Baldwin provided an overview of the different lessons for students in grades JK-2 and 3-5. Ms. Sullivan presented an overview of the lessons for students in grades 6-8 and 9-12. Professional Development is being provided to the teachers in preparation for sharing the lessons, which are being coordinated in all content areas. Ms. Sullivan was awarded a grant that is covering the cost of supplies at the secondary level. All lessons were developed using culturally informed practices and are aligned with the Anishinaabe Resource Manual. Ms. Houghton noted the district has done a nice job with Ms. Sullivan and Ms. Baldwin working with the local tribes and preparing teachers to recognize and honor the holiday. The district intends to continue to recognize this holiday, as well as Martin Luther King, Jr. Day, in lesson planning in future years, however, it will be dependent upon calendar negotiations.

b. **TCAPS Student Health Center [Update](#)**

Dr. VanWagoner provided a summary of how the Health Center came to fruition and introduced Heidi Britton and Stacy O'Donnell from Northwest Michigan Health Services, Inc. (NMHSI). Ms. Britton and Ms. O'Donnell provided an overview of NMHSI and the services offered to students aged 3-21 at TCAPS Student Health Center. The center is located behind West Middle School. TCAPS and the Health Center collaborate to identify the needs of the student population and to promote the health center to families. The center is all about empowering students with knowing how to access a health care system and learning how to advocate for their physical and mental health. The center is open year-round and offers flexible scheduling and translation services, in addition to accepting all types of insurance, providing insurance billing, insurance support service, and a sliding fee scale. Since the center opened in January 2024, they have serviced 185 unduplicated users, provided 658 total visits (medical 134, behavioral 501, and telehealth 23), and done outreach to 432 families and students. There are transportation issues getting students from the east side schools to the clinic, and the district and Health Center will continue to look at those elements in an effort to remove all barriers.

NMHSI would like to boost awareness of the clinic providing outreach events. The district and NMHSI have been sharing some thoughts on expanding the partnership. They secured a MDHHS grant for the Health Center to provide a year-round Behavioral Health Therapist at East Middle School five days per week to support the students at that school. They are currently seeking to fill that position. Ms. Britton thanked TCAPS for the partnership and all the support.

Ms. Britton will attend the Board meeting on October 21, 2024 to provide a similar presentation for the full Board and the community.

**c. Celebrations & Successes**

Ms. Houghton and Mr. Tiesworth shared the following celebrations and successes

- Blair Elementary School
  - First Monday meeting of the year led by the 5th graders and the THINK ticket winners
- Cherry Knoll Elementary School
  - Deputy Makenzie from the Grand Traverse County Sheriff’s Department teaching 4th grade students about rights and responsibilities
- Courtade Elementary School
  - Constitution Day flagpole ceremony themed “Do the right thing” connecting citizenship in both school and country
- Long Lake Elementary School
  - PBIS classroom circle time with Principal Kate Burwinkel
- TCAPS Montessori
  - International Day of Peace celebration
- Traverse Heights Elementary School
  - M Step 2024 reading proficiency jumped from 22% in 2023 to 34% in 2024
  - Second House Assembly attended by over 40 parents and caregivers
  - Over 1,500 House Points earned for positive contributions to their school community
- Central High School
  - National Merit Scholarship Commended Students
- West Senior High School
  - National Merit Scholarship Commended Students and Semi-Finalists
- East & West Middle Schools; Central & West High Schools
  - Fall Academic Award Ceremonies

**5. OTHER ITEMS**

None cited.

**6. ADJOURNMENT**

The meeting adjourned at 9:37 a.m.

Respectfully Submitted By,

*Kelly Walter*

Kelly Walter

Committee Recording Secretary

**Next Board Curriculum Committee Meeting**

**Tuesday, October 29, 2024 at 8:30 a.m.**

**Administration at Glenn Loomis**

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

**Curriculum Committee Members:**

***Erica Moon Mohr (Chair), Beth Pack, Flourney Humphreys,  
Dr. John VanWagoner, Jessie Houghton, Dan Tiesworth***