

Meeting Minutes

Board Curriculum Committee Meeting

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

Administration at Glenn Loomis - Board Room

1009 S. Oak Street, Traverse City, MI 49684



Approved August 27, 2024

PRESENT: Erica Moon Mohr, Flournoy Humphreys, Beth Pack, Dr. John VanWagoner, Kirsten Wooer, Heidi Maltby-Skodack, and Tiffany Pomaville

GUEST: Misti Warner

1. CALL TO ORDER

Chairperson Moon Mohr called the meeting to order at 8:31 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 June 25, 2024

The Committee was asked if they had any changes to the draft minutes from the June 25, 2024, Board Curriculum Committee meeting. No changes were recommended. **The June 25, 2024 meeting minutes will remain as posted.**

b. 2024-2025 TCAPS District Course Catalog

Heidi Maltby-Skodack, Executive Director of School Improvement and Innovative Programs, shared the 2024-2025 TCAPS District Course Catalog, noting new courses include Aviation Maintenance and Middle School Advisory. There will likely be more additions as students enroll at Northwestern Michigan College. **The Committee moved the 2024-2025 District Course Catalog to the full Board under the Consent Calendar for approval at the August 12, 2024 meeting.**

c. 2024-2025 Student/Parent Elementary Handbook 2024-2025 Student/Parent Secondary Handbook

Kirsten Wooer, Executive Director of Student Achievement, presented an overview of the revised handbooks. Revisions this year were streamlined due to the documents being moved to Google Docs last year. The revised handbooks have been reviewed by Principals. Any necessary policy revisions will be made after the policy packet from Thrun Law Firm is approved. Dr. VanWagoner will encourage all Board members to do a thorough review of the handbooks prior to the August 12, 2024 meeting.

The Committee moved the handbooks to the full Board under the Consent Calendar for approval at the August 12, 2024 meeting.

d. Advanced Placement (AP) Psychology Textbooks for Shared-Time

Kirsten Wooer, Executive Director of Student Achievement, reported that an additional request was made for the purchase of AP Psychology books for St. Francis. The cost of the 80 textbooks will total \$16,078.32. TCAPS staff teach at shared-time schools which allows TCAPS to capture a portion of the FTE for the students, in-turn, TCAPS provides the resources for teaching. **The Committee moved the purchase to the full Board under the Consent Calendar for approval at the August 12, 2024 meeting.**

e. **COMPASS Strategic Plan Update**

Heidi Maltby-Skodack, Kirsten Wooer, Misti Warner (Director of Whole-Child Systems) and Tiffany Pomaville (Executive Director of Special Education) provided an overview of the phases and goal areas of the COMPASS Strategic Plan noting that the Curriculum & Instruction Team's work is grounded in the Strategic Plan. A summary of the major initiatives included:

- **Goal 1A - Continuous improvement of academic achievement to maximize student achievement.** Major initiatives in this area include: elementaries and secondaries working on a consistent data review process across the district, a professional learning plan across all grade spans during the 24-25 school year, Instructional Coaches continuing to focus on Tier 1 instruction, curriculum mapping and transparency, instructional rounds, and Portrait of a Graduate.
- **Goal 1B - Develop and implement structures and systems of support to increase mental and emotional health and social well-being.** Major initiatives in this area include: professional learning for staff pertaining to TRAILS (Transforming Research into Action to Improve the Lives of Students), Collaborative and Proactive Solutions, and Restorative Practices, partnering with local stakeholders to establish a collaborative care team approach including a "Handle with Care" trauma informed response flowchart, which is a state initiative and will be piloted by TCAPS with law enforcement and the Children's Advocacy Center in 2024-2025, and the creation of a "Behavior Support" flowchart to guide the work with the mental health team and administrators to create a consistent response district-wide.
- **Goal 1C - Focus on preventing and addressing harassment and bullying to provide a safe and inclusive environment for all.** Major initiatives in this area include: training on responding to bias, Superintendent Student Advisory Council (which will continue during the 24-25 school year), integration of Anishinabe resource manual in the core curriculum, and awareness on Martin Luther King, Jr./Indigenous Persons Day, and identifying a social and emotional learning program for middle school. Trustee Pack recommended adding that the cell phone policy contributed to a decrease in bullying and harassment incidents.
- **Goal 1D - Identify and implement strategies regarding student behavior to maximize learning.** Major initiatives in this area include: the development and implementation of common metrics for data collection, the development and pilot of Restorative Conferences as an alternative to discipline hearings and suspensions, and trauma informed training for support staff.
- **Goal 1E - Provide additional resources and support for diverse learners so that all students can be successful.** Major initiatives in this area include: Traverse City High School revisioning, COMPASS Learning Center, opportunities at Northwestern Michigan College (NMC), high school communities, Munson partnership, Amira Learning platform (use of AI in student learning and analysis of where supports are needed) at TCAPS Summer Academy, access to earn credit for sports medicine through NMC and Grand Valley State University, Digital Promise, and the alignment of resources for students who receive special education services or have a 504 Plan.

f. **School Improvement Plan Update**

Heidi Maltby-Skodack presented an update on the School Improvement Plan. The district uses MICIP - Michigan Integrated School Improvement Plan. The comprehensive update is available in the slides [linked here](#).

4. INFORMATIONAL ITEMS

a. **2023-2024 Data Review on Advanced Placement (AP), Bullying & Harassment, and Discipline**
Heidi Maltby-Skodack provided a data review, including statistics on student participation in AP courses and overall scoring for all three high schools, statistics on reports of bullying/harassment and administration's process for responding to reports of bullying/harassment, and suspension and expulsion data, which included comparisons to the 2021-2022 and 2022-2023 school years. The data review reflected a decrease in long-term suspensions and expulsions which can be directly correlated to the district's investment in the whole-child system and the extensive work being done around student mental health and wellbeing.

b. **Celebrations & Successes**

The following celebrations and successes from the month of July were shared:

- TCAPS Sunshine Bus update on numbers served;
- TBA Credit Union's school supply drive.

5. OTHER ITEMS

None cited.

6. ADJOURNMENT

This meeting adjourned at 10:11 a.m.

Respectfully Submitted By,

Kelly Walter

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Committee Recording Secretary

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