

*To be approved on October 31, 2024*

**PRESENT:** Flournoy Humphreys, Scott Newman-Bale, Beth Pack, Dr. John VanWagoner, Ginger Smith, and Coni Taylor

**ABSENT:** None

**1. CALL TO ORDER**

Trustee Newman-Bale called the meeting to order at 4:04 p.m.

**2. PUBLIC COMMENT**

Trustee Newman-Bale offered time for public comment and none was offered.

**3. PROCEDURAL ITEMS**

**a. Draft Committee Meeting Minutes from August 29, 2024**

The Committee was asked if they had any changes to the draft minutes from the August 29, 2024 meeting. No changes to the minutes were recommended. Minutes are to remain as posted.

**b. Agenda Review: October 21, 2024 Regular Meeting and October 28, 2024 Board Study Session**

The Committee reviewed the October 21, 2024 Board meeting and October 28, 2024 Board Study Session agendas with administration.

- The Committee discussed scheduling a Study Session dedicated to Artificial Intelligence (AI), prior to the start of Strategic Planning in 2025.
- The Committee rescheduled the next Board Executive Committee meeting from 4:00 p.m. on October 31 to 9:15 a.m. on the same day.

**4. INFORMATIONAL ITEMS**

**a. Human Resources**

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

**i. Staffing update**

Teacher staffing looks excellent, with all levels fully staffed. There are vacancies for special education teachers which require a special certification. Human Resources can assist staff members within our organization to obtain the necessary special certification required for these positions using the tuition reimbursement program. We continue to face a critical need for more support staff across the district, including custodial workers, instructional aides, extended day, noon duty, and GSRP and aides.

**ii. Compass Awards**

Leadership from all bargaining units review each nomination and submits a ballot to select individuals who will be honored at an upcoming Board meeting.

**iii. Policy update**

We are currently finalizing the review and modifications of all policies to ensure they align with district practices. Once the revisions are complete, we will request a motion to rescind all current policies, guidelines, and forms, with the exception of the bullying policy, which is mandated by law to undergo a public hearing. This public hearing is scheduled for the November Board meeting, where we will recommend its adoption.

**b. Communications Update**

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

**i. Pop Up Shop Dates edited to October 24 & 25**

Reservations for families with students aged 3 to 20 to come in and find winter items as well as other general necessities are now being accepted, call (231)933-1789 or email Katie Kubesh [kubeshca@tcaps.net](mailto:kubeshca@tcaps.net). Donations are still welcome; please check the Student Support Network (SSN) website for the list.

**ii. Top Notch Tuesdays**

We've launched a new social media campaign that features a different staff member each week who answer a series of questions about themselves.

**iii. Operating Millage Communication Plan**

A communication plan has been in progress with TV and radio interviews, an informational article in The Record Eagle, a Ticker ad with a link to the millage informational webpage, a message will be sent to families and staff, social media posts, and content for school newsletters.

**5. OTHER ITEMS**

Coni Taylor shared that the district has partnered with Munson Hospital to provide flu shots for staff and their families. The next clinic is Thursday, October 17, from 4:00 p.m. to 6:00 p.m. at the Glenn Loomis.

**6. ADJOURNMENT**

This meeting adjourned at 4:35 p.m.

Respectfully Submitted By,

*Julie Gorter*

Julie Gorter

Acting Committee Recording Secretary

**Next Board Executive Committee Meeting**

**Thursday, October 31, 2024, at 9:15 a.m.**

**Administration at Glenn Loomis**

**1009 S. Oak Street, Traverse City, MI 49684**

*Executive Committee Members:  
Scott Newman-Bale (Chair), Flournoy Humphreys, Rotating Board Member,  
Dr. John VanWagoner, Coni Taylor, and Ginger Smith*

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