



Ford Administration
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5200 | F: 248-544-5223
www.hazelparkschools.org

Agenda

Special Board of Education Meeting

Ford Administration Building

1620 E Elza Avenue

Hazel Park, MI 48030

August 3, 2020

6:00 PM

In accordance with Governor Whitmer's Executive Order 2020-154 due to the COVID-19 Pandemic, the Hazel Park Schools Board of Education will be conducting a Special Board of Education Meeting via video conference.

Join Zoom Meeting

<https://hazelparkschools.zoom.us/j/85798564621?pwd=U2NyMTUvWThvN3lOS01tMTRaQ1dzQT09>

Meeting ID: 85798564621

Call into the meeting by phone (312) 626-6799 enter 85798564621 941343

You may email your questions or comments to Board President, Laura Adkins

laura.adkins@hazelparkschools.org

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

UNFINISHED BUSINESS

A. COVID-19 Preparedness & Response Plan Update (Informational Item)

NEW BUSINESS

A. Viking Virtual Staffing (Action Item)

B. Paraprofessional Staffing (Action Item)

C. Interim Communications Department (Action Item)

D. Latch Key Option for Hazel Park Staff (Action Item)

E. Staff Stipends for Curriculum Packets (Action Item)

F. Desk Plexiglass Purchase (Action Item)

G. LCD Screen Rental (Action Item)

H. WiFi Hot Spots (Action Item)

I. Visitor Management System (Action Item)

J. Board Goals

BOARD MEMBER AND ADMINISTRATION COMMENTS

ADJOURNMENT

Any person with a disability who needs accommodation for participation in this meeting should contact the Superintendent's office at (248) 658-5220 at least five (5) days in advance of the meeting to request assistance.

All Official minutes of school board meetings are stored and available for inspection in the Ford Administration office at the above address.

This notice is given in compliance with Act No. 267 of the Public Acts Michigan, 1976



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To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: K-8 Viking Virtual Staffing Requests
Date: July 30, 2020

Given the current developments due to the Corona Virus, we have expanded our Viking Virtual Program to a K-12 program. This will allow parent choice of programming while everyone determines their comfort level of services for their child. We currently have two staff members at the 9-12 program. We are requesting the ability to post three virtual teachers at this time for the K-8 program. We are additionally requesting the ability to increase this as the number increases. Our suggested ratio of student to teacher is to live within our current contract which is no larger than the 1:30 ratio on line. We would also like to be able to reduce this ratio if we find that at the younger grades given the increased synchronous learning time it would be best for our students. All teachers for the Viking Virtual program will be Hazel Park Teachers. Currently employed teachers will be given first right to the positions. Given that students are still registering we are asking for flexibility at this time not to exceed ten teachers without approval from the board at the August 17th meeting.

Grade	Online	Offline
K-2	30%	70%
3-4	50%	50%
5	70%	30%
6 - 8	85%	15%

Goal Statement: Hazel Park Schools will develop innovative, independent and persistent learners who think critically, communicate effectively, and positively influence the local and global community

Goal Statement: The Hazel Park School District will provide a unified system of support for all students, embracing diversity, and fostering a positive school climate.

We respectfully request the approval to hire up to ten virtual teachers to support the Viking Virtual program for the 2020-2021 school year.





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To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Request for increase Of Paraprofessionals
Date: July 30, 2020

Given the increased safety procedures in our buildings we are requesting the following changes in our buildings as it relates to the paraprofessionals:

- Hazel Park High School and Webster Elementary School does not have an Office Paraprofessional. We are requesting an additional 2.0 FTE office paraprofessionals
- Two years ago Office Paraprofessional hours were cut as part of the \$500,000 cut to the school districts budget midyear. We are requesting to extend the paraprofessionals hours to begin fifteen minutes before school starts and fifteen minutes after school ends. This will allow additional support as students enter the school and when they exit at the end of the day.
- As part of our plan for the 2020-2021 school year included expanding lunch periods for social distancing we are requesting an extending of the lunch paraprofessional hours to match the hours needed at each school. These hours have yet to be developed pending the agreement of the school schedules with the union leadership.

Strategic Plan: Goal Statement - Resources

The Hazel Park School District will maximize its resources to assure high quality education by fostering financial stability, preserving and utilizing quality facilities, and integrating state-of-the-art-technology.

Strategic Plan: Goal Statement - Climate and Culture

The Hazel Park School District will provide a unified system of support for all students, embracing diversity, and fostering a positive school climate.

We respectfully request the increase of Paraprofessionals and time due to increased safety procedures in the buildings.





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To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Request to Hire Temporary Communication Department
Date: July 30, 2020

This weekend our Director of Communication resigned. Given this short notice and the importance of return to school, we are requesting to develop an Interim department structure until January, if not sooner. Given the amount of initiatives and the pandemic it is important to have communication and marketing support. Our request is to stay within the current personnel dollars of the Director and part time assistant that is in place, to support the administration in continuing to improve our communication with the community.

Goal Statement: The Hazel Park School District through strong community relations and collaboration with all stakeholders will develop high-achieving students.

Strategic Plan: Goal Statement - Climate and Culture

The Hazel Park School District will provide a unified system of support for all students, embracing diversity, and fostering a positive school climate.

We respectfully request approval of development of the temporary communication department until January 1st.





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To: Hazel Park Board of Education

From: Dr. Amy Kruppe, Superintendent

Subject: Staff Before and After School Latchkey Option

Date: August 3, 2020

Recommendation

We are seeking approval from the Board of Education to offer free latchkey to staff members who enroll their child or children in our school district at Webster, United Oaks, Hoover, or Webb. As a district, we are continually looking for ways to support our staff. A staff option for before and after school child care, free of charge, is one way to accomplish this goal. In addition to supporting our staff, this option will have a positive impact on student enrollment.

A recent survey indicated that we have staff members who may be interested in enrolling their child or children in Hazel Park if free before and after-school child care is offered.

Latchkey Program	Number of Staff Members Expressing Interest	Number of Students
**Enrollment in Preschool Academy or GSRP	6	7
Enrollment in grades K-5	5	*5

*Two of these students currently attend our school district

**Space in the Preschool Academy and/or GSRP may be limited due to GSRP eligibility and/or spacing in the Preschool Academy classroom

Funding Source: Child Care Fund





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To: Hazel Park Board of Education

From: Dr. Amy Kruppe, Superintendent

Subject: Curriculum Packets - Staff Stipends

Date: August 3, 2020

Recommendation and Request

As outlined in the COVID-19 Preparedness and Response Plan, the district is required to describe how students without internet access will be supported if the region in which the district is located is in Phase 1, 2, or 3 of the Michigan Safe Start Plan. During Phase 1-3 the district would be required to transition to remote teaching and learning which relies on electronic instruction. In addition to helping our families increase connectivity, we will also provide printed work packets. These packets will be used to support students who lack sufficient connectivity, who may need to be out of school for an extended period, or require printed work to support their learning needs.

Our goal is to develop quality work packets, aligned to the Hazel Park School District Curriculum, for the core content and electives in grades K-12. The development of these packets requires a significant time commitment. In order to streamline this process and reduce the need for all teachers to complete this work, we are requesting a stipend of \$800 for a full year class and \$400 for a semester class for teachers who commit to developing the curriculum-aligned work packets in grades K-12. The estimated cost of this project is \$100,000.

Funding Source: General Fund



Ford Administration
Jason Zirnis, Assistant Superintendent of Business and Operations
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To: Dr. Amy Kruppe, Superintendent
From: Jason Zirnis
Assistant Superintendent of Business and Operations
Date: August 1, 2020
Re: Desk Sneeze Guards

We are requesting the Boards approval of desktop sneeze guards for all student desks when face masks are not worn and in group sessions where students may face each other. We were able to secure an order to arrive prior to the start of school of 1,200 units that are lightweight, able to be moved and disassembled quite easily. The original price per unit was \$65, which was negotiated down to \$53 each. The total cost of the sneeze guards is \$68,900. The FEMA grant has indicated that it is an eligible expense, I will update the Board when the costs are approved. Currently the costs are going to be incurred by the general fund with the anticipation that the FEMA grant will fund a large portion of it and the final expense to the general fund will be \$17,225.

Due to the Covid-19 pandemic and the need to have these items on site and assembled prior to the start of school we are considering this an emergency purchase. We have obtained other quotes for like units; the prices were considerably higher as the units were either hinged together or were framed out with metal at price points above \$150.

Funding Sources:

General Fund

Financial Impact:

Not to exceed \$68,900

We are recommending the approval of the items to address the areas of the strategic plan listed below:

Strategic Plan: Goal Statement - Resources

The Hazel Park School District will maximize its resources to assure high quality education by fostering financial stability, preserving quality facilities, and integrating state-of-the-art technology.







Ford Administration
Bradley Wilkins, Director of Technology
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To: Dr. Amy Kruppe, Superintendent
From: Bradley Wilkins, Director of Technology
Date: July 29, 2020
Re: LCD Screen Rental for High School Graduation

We are seeking approval for a LCD Screen Rental for the High School Graduation on August 6, 2020.

In order to be compliant with the Executive Order mandating that no more than 100 people may gather in one place the graduation ceremony will be livestreamed in the Hazel Park Junior High School parking lot for those that can not attend the ceremony in person due to the Executive Order. Due to the graduation ceremony being earlier in the evening we have to use an LCD screen instead of a projector screen so that it could be seen due to the lighting.

Strategic Plan: Goal Statement - Resources

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Strategic Plan: Goal Statement - Climate and Culture

The Hazel Park School District will provide a unified system of support for all students, embracing diversity, and fostering a positive school climate.

We respectfully request the approval of LCD Screen Rental in the amount of \$5,990.





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To: Dr. Amy Kruppe, Superintendent
From: Bradley Wilkins, Director of Technology
Date: July 29, 2020
Re: T-Mobile Hotspots

We are seeking approval for a 1 year T-Mobile subscription of 100 Hotspots for the 2020/2021 school year.

T-Mobile hotspots are needed as we are required to provide internet access to our students who don't have access in their home. With the addition of grades K-8 to Viking Virtual we are anticipating more students who don't have internet access at home.

Strategic Plan: Goal Statement - Resources

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Strategic Plan: Goal Statement - Climate and Culture

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We respectfully request the approval of T-Mobile Hotspots for the following school year 2020/2021 for \$12,000.



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To: Dr. Amy Kruppe, Superintendent
From: Bradley Wilkins, Director of Technology
Date: July 29, 2020
Re: Raptor Visitor Management

We are seeking approval for implementing Raptor Visitor Management at all of our school buildings. The initial implementation cost is \$21,360.

Raptor Visitor Management will provide us with accurate and reliable visitor details and sign-in history (no more pen and paper), which are recorded and maintained for every visitor who enters our schools. We can easily run reports for each building or the district as a whole. This will keep all visitor records in one central location versus having sign in/out books at every building.

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Strategic Plan: Goal Statement - Climate and Culture

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We respectfully request the approval of Raptor Visitor Management not to exceed \$21,360.

