



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

Agenda

Regular Meeting

Ford Administration Building
1620 E Elza Avenue
Hazel Park, MI 48030
September 20, 2021
7:00 PM

LOCATION AND FORMAT: The meeting will be held at the Ford Administration Building, 1620 E Elza Hazel Park, Michigan. It will also be live-streamed on YouTube and available through Zoom video conferencing. Members of the public wishing to speak during the public comment portion of the meeting may do so in-person, use Zoom "chat" during the Public Comment portions of the meeting or by emailing Board President, Laura Adkins, prior to the meeting at laura.adkins@hazelparkschools.org. To view the meeting via Zoom, please use the following link: Join Zoom Meeting. <https://hazelparkschools.zoom.us/j/86454908936>

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA (ACTION ITEM)

PUBLIC COMMENT

The Board of Education recognizes the value of public comment on education items and the importance of allowing members of the public to express themselves on District matters. During this portion of public comment, each statement made by a participant shall be limited to three (3) minutes and participants must identify themselves by name and address.

SPECIAL ORDER OF BUSINESS

- A. AP Student Scores Recognition 4
- B. Summer School Update 5
- C. MStep Data Presentation 8

CONSENT AGENDA (Action Items) 22

The Board of Education shall use a consent agenda to keep routine matters within a reasonable time frame. A member of the Board may request any item to be removed from the consent agenda and defer it for more discussion and specific action.

- A. Approval of Minutes
 - 1) Board Meetings 23
 - 2) Committee Meetings 33
- B. Monthly Financial Reports 39

C. <u>Personnel Recommendations</u>		
D. <u>Conference Requests</u>	48	
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CLOSED SESSION		
Motion to adjourn to closed session for strategy and negotiation pursuant to Section 8(c) of the Open Meetings Act.		
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CALENDAR DATES		
September 27	Buildings & Grounds	7:00PM
October 4	Special Meeting	6:30PM
October 11	Finance Committee	5:00PM
	Buildings & Grounds	6:00PM

PUBLIC COMMENT

During this portion of public comment, each statement made by a participant shall be

limited to one (1) minute and participants must identify themselves by name and address.

**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: Advanced Placement Testing - Student Achievement
Date: September 16, 2021

Each year in the spring students who are in AP classes have an opportunity to take an Advanced Placement test for additional credit. Please join us in recognizing those students who have received either a 3 or a 4 on their respective tests.

AP Art:

Candice Squire - 3
Youna Yasser - 3

AP Language (11th grade AP English)

Brandon Weaver - 3
Zaylen Check - 3

AP Literature (12th grade AP English)

Rebecca Adkins - 3
Kiersten Sanders - 3
Cole Staats - 3

AP Stats

Conner Zbozien - 3

AP US History

Rebecca Adkins - 3 Sarah Adkins - 3
Zaylen Check - 3 Matthew Love - 3
Victoria Muzzarelli - 3 Katie Norris - 4
Cole Staats - 4 Conner Zbozien - 3

Strategic Goal Alignment - Curriculum & Instruction: Hazel Park Schools will develop innovative, independent and persistent learners who think critically, communicate effectively, and positively influence the local and global community.

**APPROVED AND RECOMMENDED FOR
BOARD DISCUSSION**

Amy Y. Kruppe, Ed.D.
Superintendent



Hazel Park Summer School Programming ~ Secondary

Submitted & Presented By: Dr. Carla Postell

***In Dr. Postell's absence, this report and video will be presented by Dr. Muylaert**

The goal for 2021 summer school was to provide students access and opportunity. At the high school level we wanted to give students an opportunity to have another chance to recoup missing classes and/or credit. At the junior high level, we wanted to provide opportunities for fun and a hands-on approach to learning. All students were offered a **free breakfast and lunch** each school day. Students shared excitement and joy with the learning experience they were provided this summer. We hope to provide another fun summer of learning in 2022.

HPHS Summer School Program

The HPHS Summer School Program followed the same format as past summers. The program ran for eight weeks, **June 21 - August 12 of 2021**. The HPHS Credit Recovery Summer School Program will consist of offering Credit Recovery courses via our Edgenuity Platform. This program allowed students to earn credit in high school courses for the purpose of remediation or acceleration.

This summer 247 students were enrolled into 753 classes in Edgenuity. Of the students enrolled, 6 students completed the classes they needed to fulfill their graduation requirements. In total, of all the assigned classes (753), 396 classes were completed in full! This is a completion rate of 53%. This remarkable rate can be attributed to students having the desire to succeed along with the constant monitoring of student work by the staff involved.

This year we did have a raffle each week based on course completion rate. Each week we raffled off gift cards to students for their participation and course completion rate. We would like to attribute this extra perk to student participation in this virtual summer school program.

We had three staff members oversee the program. Dr. Dave Muylaert served as the lead teacher for the program. Andrea Grove and Matthew Theisen were the other staff members overseeing the program.

HPJH Summer School Program

The HPJH Summer School Program was held **Tuesday - Thursday** for six weeks, **June 22 - July 29 of 2021** at Hazel Park Junior High School. The program was designed to provide a creative outlet for learning. Students had an opportunity to learn new material and techniques in core content areas and explore hands-on activities. Each grade level had a program tailored to them and their needs. The goal across all grades was to focus on social-emotional experiences that encouraged collaboration, reflection, exploration, and building self-confidence.

The **HPJH 8th Grade GEAR UP Summer Camp**. GEAR UP is a six-seven year grant program designed to follow a cohort of students through graduation. This grant partnership Hazel Park has through our partnership with Wayne State University and the TRIO program. The **HPJH 8th Grade GEAR UP Summer Camp** provided incoming 8th grade students with a summer learning experience that combined core content such as ELA and Social Studies with the hands-on activities of photography, gardening and floral design. The cameras, gardening tools, color printer, the photographer and gardener that complemented our core content courses and HPJH teachers were provided by GEAR UP using grant funds.

The **HPJH 7th Grade Summer Camp** provided incoming 7th grade students with a summer learning experience that combined core content sessions and the hands-on activity of art appreciation and physical education. Students experienced learning and creation through art during their summer session. The 7th grade camp focused a lot on team building and project-based learning during this six week session.

Students also enjoyed "Tasty Tuesdays" provided by Ashely Soper, the HPJH Pathways to Potential Success Coach. The summer culminated with a field trip to Greenfield Village provided by the Community Outreach program. It was amazing to see the students engaging with the Canon digital cameras and creating beautiful floral arrangements, including boutonnieres and corsages, to show appreciation. It was inspiring to watch the students flourish in the creative atmosphere and experiences.

We had four Hazel Park staff members and two guest staff from Wayne State University oversee the 7th and 8th grade Summer Camps. Carla Beach served as the lead teacher for the program. Heather Levi, Jason Smith, and Kristen Lambert were the Hazel Park staff members that partnered with Tarry Paylor and Marco Anthony, from Wayne State GEAR UP, to support our 30 HPJH students.

The **HPJH Welcome to 6th Grade Bootcamp** provided a 3-day "Zombies and Aliens" themed program integrated activities in science, math, reading, and team-building. There were many opportunities for collaboration, reflection, exploration, creativity, and problem-solving. Carla Beach, Carla Kinyon, Teresa Cuares, and Mary Hall-Pavlek supported 40 students. It was fun to watch the students engage with the Zombie Breakout Room activity and solve the puzzles to escape the "Zombie Invasion". Students also enjoyed making a Zombie Apocalypse Survival Plan. In addition, Oakland County Parks Windt Nature Center provided a "Nature's Zombies and Aliens" program that introduced students to invasive species and their impact on the ecosystem. Students had a great time and loved all of the activities. Incoming 6th graders in attendance also

had an opportunity to tour the building, learn about what their upcoming schedule would look like and how to work a combination lock. This summer learning experience was a great way to introduce sixth-graders to the junior high and get them excited about the new school year!

If you have any questions or concerns about any of the secondary programming shared this evening, please feel free to reach out to Dr. [Carla Postell](#) . Now, please take a moment to view a short video of the summer school learning experiences. Students used their photography skills to take pictures of their gardening skills and their learning experience at Greenfield Village. Enjoy the works of HPJH Students.

Hazel Park School District

2020-2021 Data Snapshot

8



Framing Our Data Conversation

*“In spite of the **extraordinary efforts** of educators, support staff, school leaders, parents, the broader community, and students themselves, the disruption of the pandemic has inevitably resulted in **unfinished learning** for many of our children,” said State Superintendent Dr. Michael Rice. “Results from the state summative assessments and the local benchmark assessments show that some students were able to make relatively normal gains, while many others will be **working with their teachers to accelerate their learning** to catch up to where they otherwise would have been in the absence of the pandemic. In Michigan and across the country, we have our work cut out for us.” State Superintendent Rice*

Framing Our Data Review and Analysis

What Information Should We Use and What Actions Should We Take To Support Acceleration of Learning?

What Will Enable our Work?

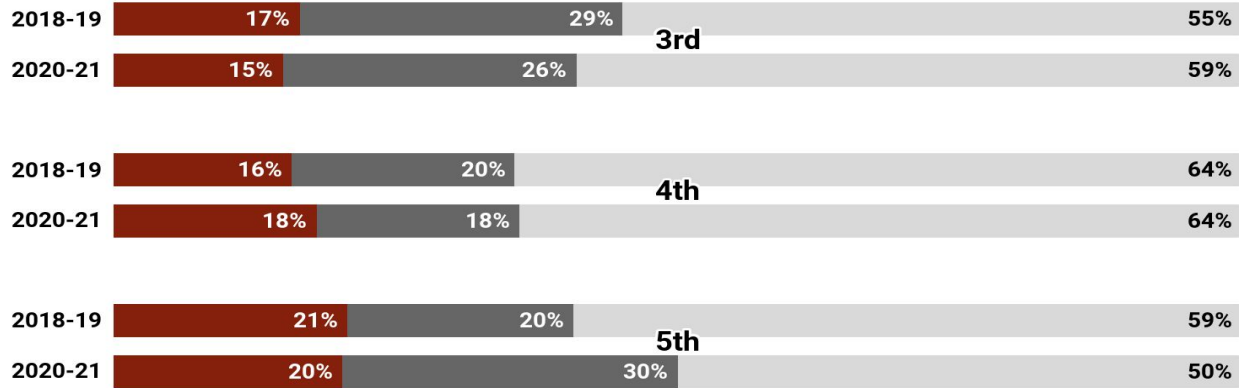
- i-Ready Diagnostic Data and Fall College Board Assessments
- Local Assessments
- Domain and Subscore Data
- Analysis of Sub-Populations
- Consistent Data Collection and Analysis
- Regular and Targeted Building and District Data Days
- Reframing Data Questions to From an Assets Lens
 - Why are students performing well and how do we bring equity to our instructional landscape?
 - How might we target Tier 2 classroom interventions to accelerate learning?
 - How will we increase the fidelity of MTSS intervention to improve acceleration of unfinished learning?

What Will Hinder our Work?

- Long-Term Focus on
 - Trend Data - **2021-22 Baseline Year**
 - Comparison of Scores to Other Districts
 - Data Review and Analysis from a Deficit Lens
 - Overall District Proficiency Data
 - High-Stakes Decisions on

M-STEP

M-Step Reading - Grades 3-5 Proficiency Level (Percent of Total Students Tested)



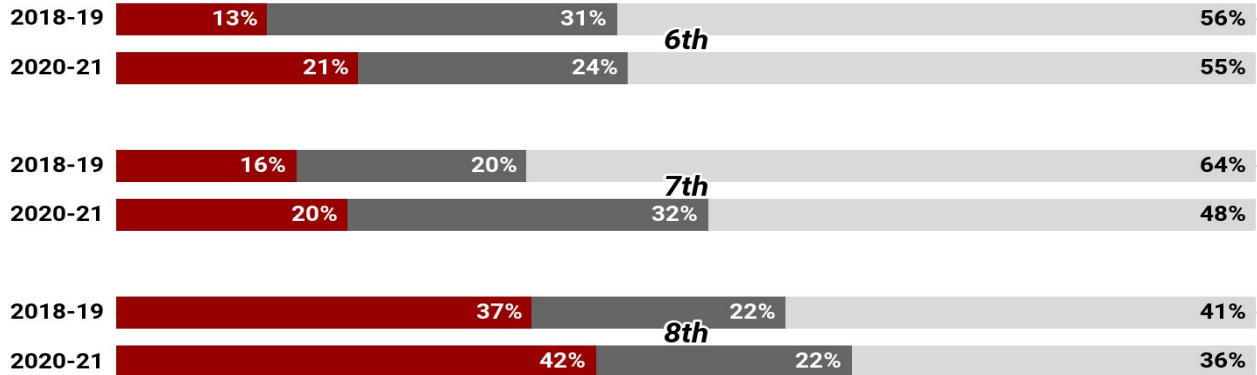
Percentages may not total 100 due to rounding.

■ **Advanced or Proficient**
 ■ **Percent Partially Proficient**
 ■ **Percent Not Proficient**

School Year	Grade Level Content	Number Advanced or Proficient	Number Partially Proficient	Number Not Proficient	Number Assessed
2018-19	3rd	27	47	90	164
2020-21	3rd	15	26	59	100
2018-19	4th	28	35	114	177
2020-21	4th	16	16	57	89
2018-19	5th	37	36	106	179
2020-21	5th	15	22	37	74

M-STEP
& PSAT 8

M-Step/PSAT 8 Reading - Grades 6- 8 Proficiency Level (Percent of Total Students Tested)

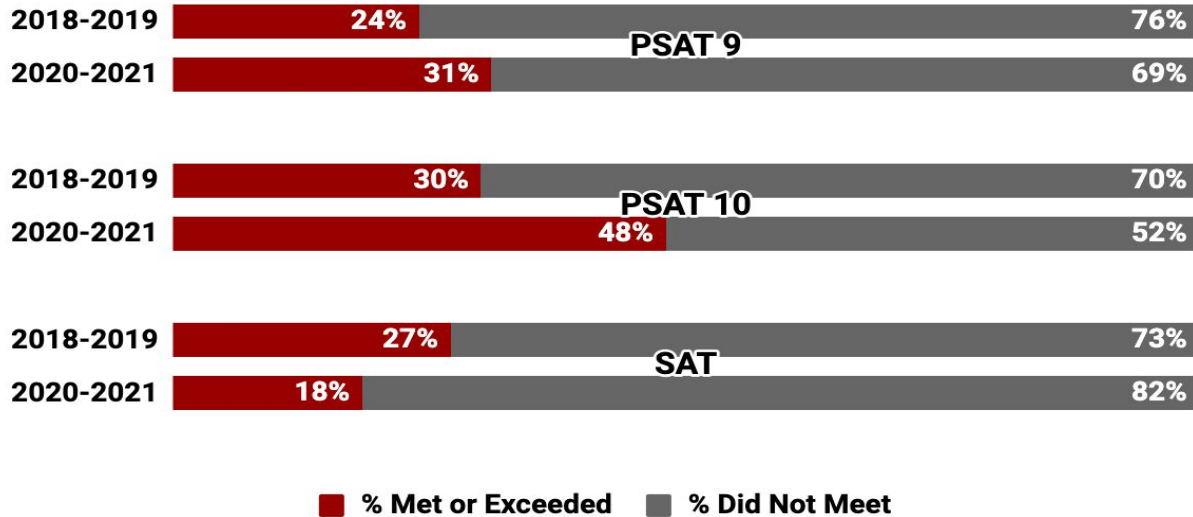


Percentages may not total 100 due to rounding.

■ Advanced or Proficient
 ■ Percent Partially Proficient
 ■ Percent Not Proficient

School Year	Grade Level Content	Number Advanced or Proficient	Number Partially Proficient	Number Not Proficient	Number Assessed
2018-19	6th	23	53	97	173
2020-21	6th	19	21	49	89
2018-19	7th	29	37	117	183
2020-21	7th	16	25	38	79
2018-19	8th	69	42	78	189
2020-21	8th	32	17	27	76

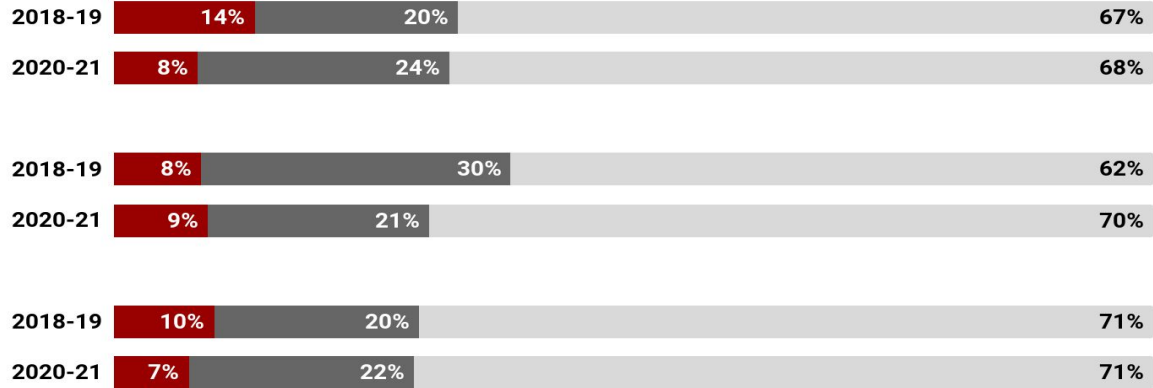
PSAT 9, PSAT 10, & SAT - Reading & Writing Benchmark Levels (Percent of Total Students Tested)



PSAT/SAT

School Year	Grade Level Content	Met Benchmark	Did Not Meet Benchmark	Number Assessed
2018-19	9th	59	188	247
2020-21	9th	11	24	35
2018-19	10th	81	189	270
2020-21	10th	11	12	23
2018-19	11th	70	190	260
2020-21	11th	18	80	98

M-Step Math - Grades 3-5 Proficiency Level (Percent of Total Students Tested)



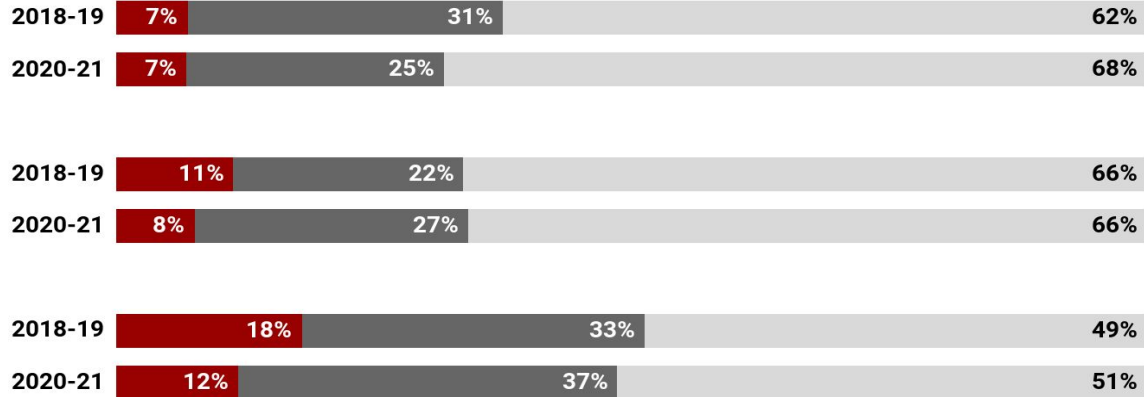
Percentages may not total 100 due to rounding.

■ Proficient
 ■ Percent Partially Proficient
 ■ Percent Not Proficient

School Year	Grade Level Content	Number Advanced or Proficient	Number Partially Proficient	Number Not Proficient	Number Assessed
2018-19	3rd	22	32	109	163
2020-21	3rd	8	24	67	99
2018-19	4th	15	53	110	178
2020-21	4th	8	19	62	89
2018-19	5th	17	35	125	177
2020-21	5th	6	18	59	83

M-STEP
& PSAT 8

M-Step/PSAT 8 Math - Grades 6 - 8 Proficiency Level (Percent of Total Students Tested)

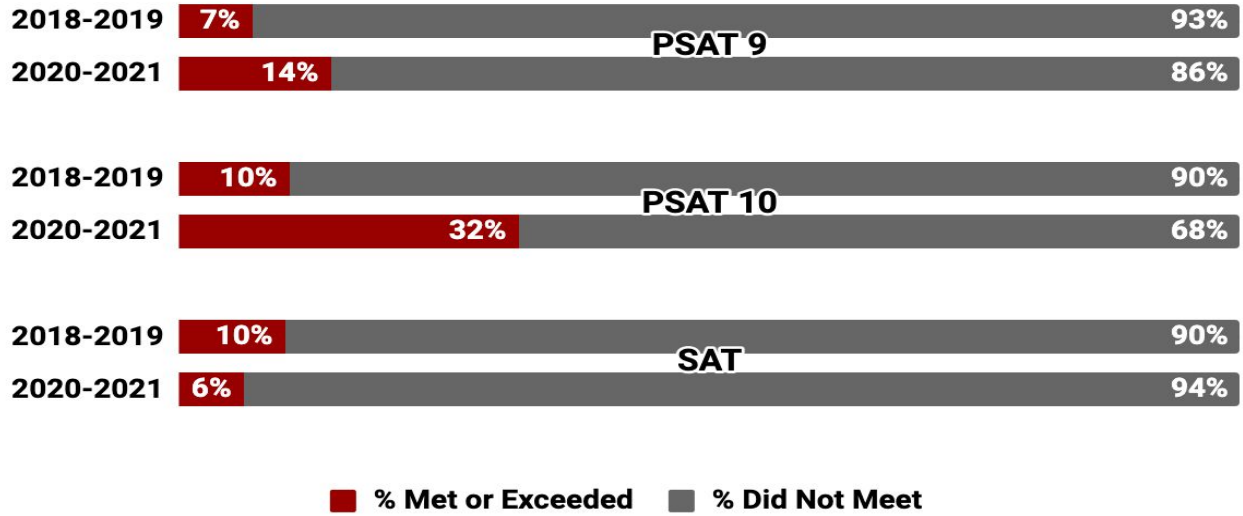


Percentages may not total 100 due to rounding.

■ Proficient
 ■ Percent Partially Proficient
 ■ Percent Not Proficient

School Year	Grade Level Content	Number Advanced or Proficient	Number Partially Proficient	Number Not Proficient	Number Assessed
2018-19	6th	12	53	108	173
2020-21	6th	6	22	60	88
2018-19	7th	21	41	122	184
2020-21	7th	6	21	52	79
2018-19	8th	34	63	92	189
2020-21	8th	9	28	39	76

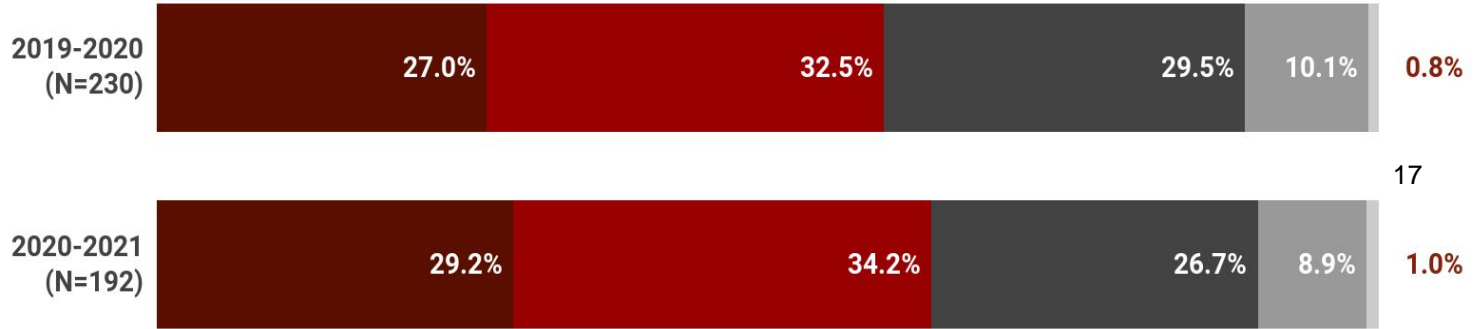
PSAT 9, PSAT 10, & SAT - Math Benchmark Levels (Percent of Total Students Tested)



School Year	Grade Level Content	Met Benchmark	Did Not Meet Benchmark	Number Assessed
2018-19	9th	17	230	247
2020-21	9th	5	30	35
2018-19	10th	28	242	270
2020-21	10th	7	15	22
2018-19	11th	26	234	260
2020-21	11th	6	92	98

WIDA

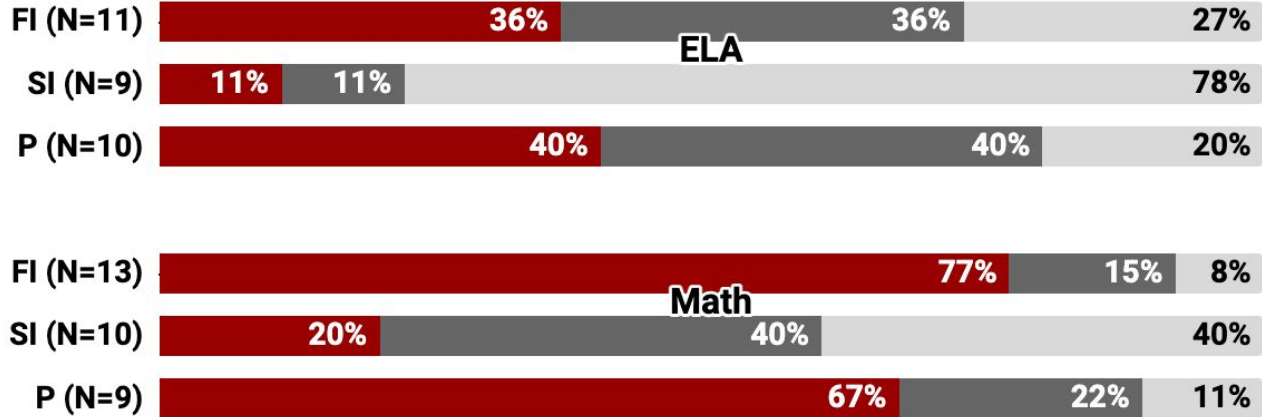
WIDA - English Language Learners - Language Proficiency Levels (Percent of Total Students Tested)



Percentages may not total 100 due to rounding.

- Level 1 - Entering
- Level 2 - Emerging
- Level 3 - Developing
- Level 4 - Expanding
- Level 5 - Bridging
- Level 6 - Reaching

2020-2021 MI Access - English Language Arts Proficiency Levels (Percent of Total Students Tested)

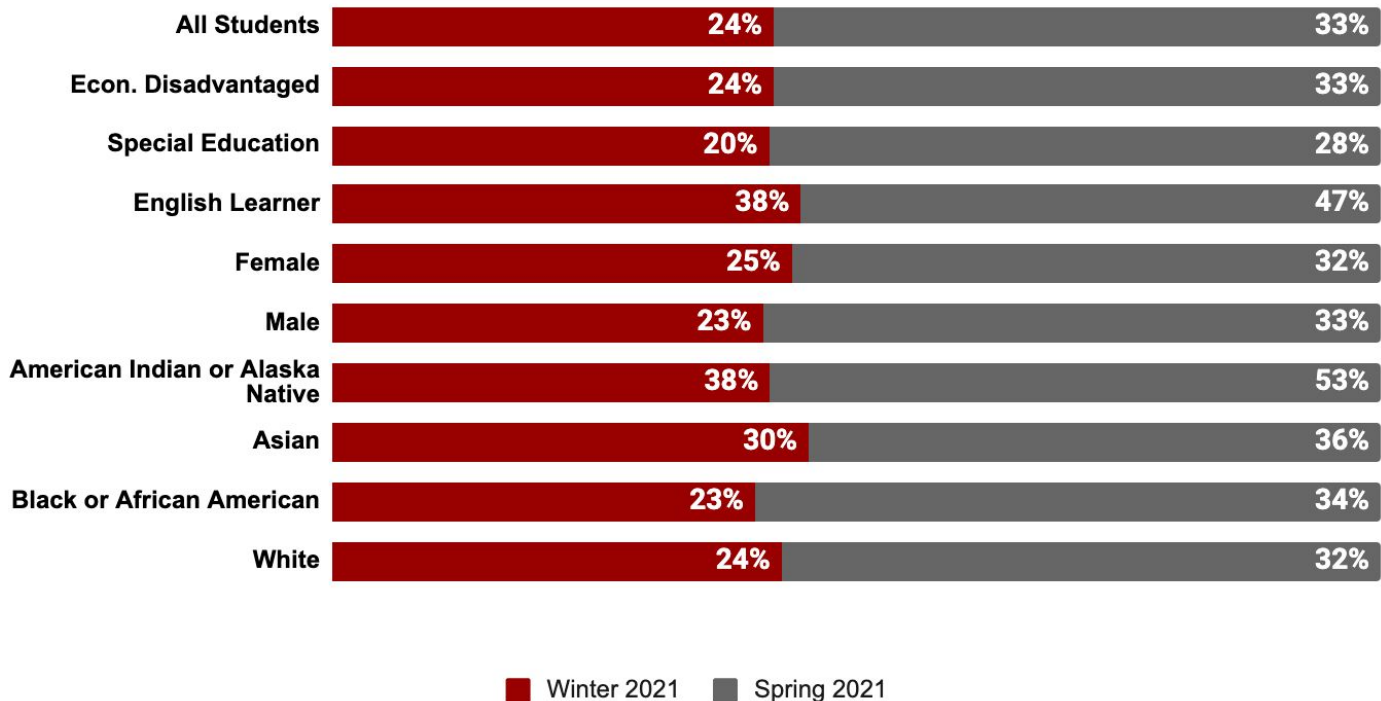


Percentages may not total 100 due to rounding.

■ Emerging
 ■ Attained
 ■ Surpassed

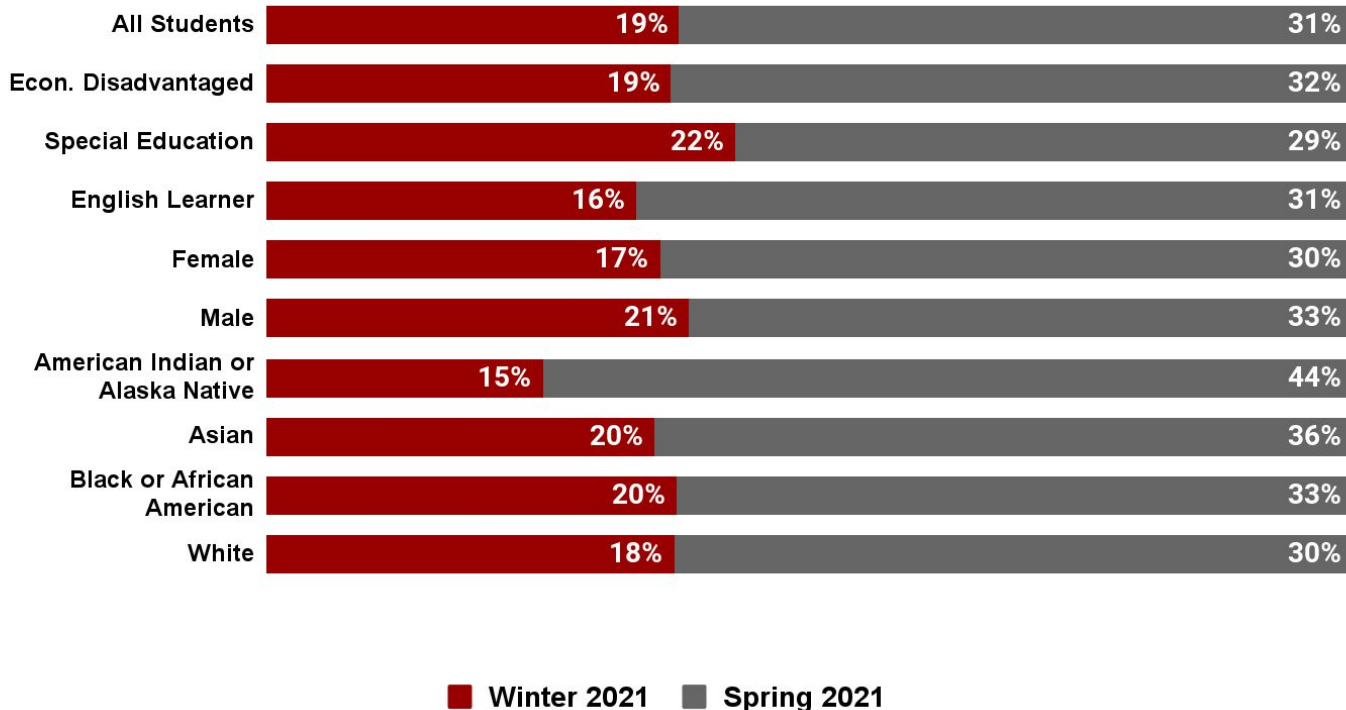
Revisiting Spring i-Ready Reading Growth Data

2020-2021 i-Ready Reading Diagnostic - Met Typical Growth: Winter to Spring Comparison



Revisiting Spring i-Ready Math Growth Data

2020 - 2021 iReady Math Diagnostic - Met Typical Growth: Winter to Spring Comparison



What Commitments has the District Made to Support Acceleration of Learning?



- *Expanded MTSS Support*
- *Increased Opportunities for Extended Learning - Grades K-12*
- *Targeted MTSS/Success Class Model - HPJH*
- *MTSS Math Teacher - HPHS*
- *Targeted Instructional Coaching*
- *Increased Validity of Data*
- *Deep Data Dives - i-Ready, PSAT, & SAT Data*
- *Strong Focus on Student Engagement, Social Emotional Learning, and Student Belonging*
- *Building and District Data Days - Targeted Data Collection*
- *Overarching Focus on Diversity, Equity, and Inclusion*
- *Tight Alignment of Building Improvement and District Improvement Goals*
- *Shifting our Focus to an Assets Based Data Analysis Approach*
 - [M-STEP, MI Access, MME Parent/Guardian Letter](#)



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To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Consent Agenda
Date: September 17, 2021

The Hazel Park Board of Education uses a consent agenda to keep routine matters within a reasonable time frame. A member of the Board may request any item to be removed from the consent agenda and defer it to more discussion and specific action.

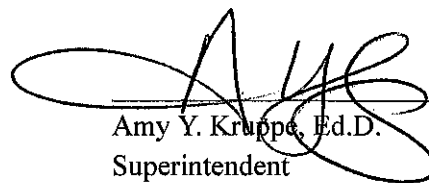
CONSENT AGENDA ITEMS:

- A. Approval of Minutes
 - 1. August 16, 2021 - Regular
 - 2. September 7, 2021 - Special
 - 3. September 13, 2021 - Finance Committee
 - 4. September 13, 2021 - Buildings & Grounds Committee
 - 5. September 13, 2021 - Personnel Committee
- B. Monthly Financial Report
- C. Personnel Recommendations
- D. Conference Requests
- E. Annual Dues/Memberships

Recommendation

That the Board of Education approve the consent agenda as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI

CALL TO ORDER

The Regular Meeting of the Hazel Park Board of Education was held at the Ford School Administration Office on August 16, 2021 and was called to order by President Adkins at 6:30 PM.

ROLL CALL

Members Present: Adkins, Noth (virtually from Hazel Park Oakland County, Michigan), Hinton, Fortress, Baldwin, Rice, Schlak

Members Absent: None

Others Present: Kruppe, Zirnis, Dillard, Dulmage, Miller, Nugent, Pleiness, Postell, Wilkins

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA (Action Item)

Moved by Ms Schlak, supported by Mrs. Baldwin, that the Agenda be approved as written.

Roll Call Vote:

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins

Nays: None

Motion Carried: Unanimously

PUBLIC COMMENT

Suzanne Gorse, Donny Scott, Robin Burrows, Tom Gjonaj, Crystal Bouissi and Pattie-Long Malone spoke on the issue of the football games that were held at the high school on Saturday.

The Board of Education thanked them all for their comments.

CONSENT AGENDA

Superintendent Dr. Kruppe asked that the introduction of the new Athletic Director, Thomas Oestrike be added to the consent agenda.

Moved by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the consent Agenda with the addition of the introduction of the Athletic Director.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

NEW BUSINESS

A. Hazel Park Education Association 3-Year Agreement (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Hazel Park Board of Education approve the 2021-2024 Agreement with the Hazel Park Education Association, as presented.

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

B. Cases for Technology Devices (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the purchase of Chromebook and iPad cases if the Emergency Connectivity Fund application is approved, as presented

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

C. Longfellow Paving (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the repairs to the parking lot at Longfellow at a cost not to exceed \$23,510, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

D. Ford Fencing (Action Item)

Motion made by Ms. Schlak, supported by Mrs. Baldwin, that the Board of Education accept the Administration's recommendation and approve the removal of the Ford Fence at a cost not to exceed \$5800, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Hinton, Fortress, Rice, Adkins
Nays: Noth

Motion Carried: 6 Yeas: 1 Nay

E. Jr. High Condensing Coil Replacement (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the Jr. High Handling Unit Coil replacement with equipment costs of \$8560 and other materials and services, as needed.

Roll Call Vote:

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

F. Part Time Social Worker for Early On Program (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the addition of a 0.5 FTE position to the Early On team, as presented.

Roll Call Vote:

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

G. .25 Advisory Class Credit (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education accept the Administration's recommendation and approve the .25 Advisory Class Credit, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

H. Jr. High & High School After School Tutoring (Action Item)

Motion made by Mrs. Baldwin, supported by Ms Schlak, that the Board of Education Junior High and High School after school tutoring program, as presented.

Roll Call Vote

Yeas: Baldwin, Schlak, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

I. High School Credit Recovery (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve Hazel Park Credit Recovery program to allow students to earn high school credit for the purpose of remediation or acceleration, as presented..

Roll Call Vote:

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

J. Grades 9-12 Online Course Software License Renewal (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education accept the Administration's recommendation and approve the renewal of the Edgenuity licenses in the amount of \$55162.90, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

K. K12 Grades 6-8 Elective Course Fees (Action Item)

Motion made by Ms Schlak, supported by Mrs. Rice, that the Board of Education accept the Administration's recommendation and approve the K12 fee of \$100 per course as needed for the 2021-2022 school year, as presented.

Roll Call Vote

Yeas: Schlak, Rice, Noth, Hinton, Fortress, Baldwin, Adkins
Nays: None

Motion Carried: Unanimously

L. iReady Renewal (Action Item)

Motion made by Ms Schlak, supported by Baldwin, that the Board of Education accept the Administration's recommendation and approve the renewal of the iReady contract in the amount of \$78,482.50 for the 2021-2022 school year, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

M. K-5 ELA Materials Pilot Costs (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the purchase of material to pilot Fountas and Pinnell Classroom and MyView Literacy program in an amount not to exceed \$50,000, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

N. Direct Instruction Professional Learning (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve funds in an amount of \$7,000 for two days of training on the Corrective Reading and Connected Math programs, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins

Nays: None

Motion Carried: Unanimously

O. Springboard Partnership (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the staff compensation costs in the amount of \$35,100 to implement the Springboard Collaborative afterschool program, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins

Nays: None

Motion Carried: Unanimously

P. Hanover Research Membership

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve a 3-year contract with Hanover Research with an opt-out clause for \$43,000 year one, \$45,000 year two and \$45,000 year three, as presented.

Roll Call Vote:

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins

Nays: None

Motion Carried: Unanimously

Q. 1.0 FTE Dean at Hazel Park High School (Action Item)

Motion made by Ms Schlak, supported by Mrs. Rice, that the Board of Education approve a 1.0 Dean at Hazel Park High School for the 2021-2022 school year, as presented.

Roll Call Vote

Yeas: Schlak, Rice, Noth, Baldwin, Adkins

Nays: Hinton, Fortress

Motion Carried: 5 Yeas/2 Nays

R. Additional Compensation for HPHS Principal and Jr. High Principal (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve a stipend in the amount of \$10,000 for Ms Scholz and \$5,000 for Mrs. Hall-King, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

S. 2021-2022 Substitute Rates (Action Item)

Motion made by Ms Schlak, supported by Mrs. Rice, that the Board of Education approve the substitute rates for 2021-2022 school year, as presented.

Roll Call Vote

Yeas: Schlak, Rice, Noth, Hinton, Fortress, Baldwin, Adkins
Nays: None

Motion Carried: Unanimously

T. Oakland County School Boards Association (OCSBA) Proposed and Amended Resolutions (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the Oakland County School Boards Association proposed and amended resolutions, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

U. Oakland County School Boards Association (OCSBA) Proposed Bylaws Amendments (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the Oakland County School Boards Association proposed bylaws amendments, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried:

V. Board of Education Meeting Norms (Action Item)

Motion made by Ms Schlak, supported by Mrs. Baldwin, that the Board of Education approve the Board Of Education Meeting Norms, as presented.

Roll Call Vote

Yeas: Schlak, Baldwin, Noth, Hinton, Fortress, Rice, Adkins
Nays: None

Motion Carried: Unanimously

SUPERINTENDENT UPDATE

- There was significant miscommunication in regards to the football event held at the High School on the 14th. Will be working with the new Athletic Director and Administration to tighten up procedures to notify residents around the school and the police department.
- Currently still have 83 iPads and 195 Chromebooks out.
- We have another back to school enrollment night on August 19 from 5-8pm. Enrollment is rising. Currently 2815 students are enrolled. VVA numbers are going down.
- Still tracking the covid cases. Oakland County went to red last week so at this time, we will be returning to school wearing masks inside. Hope to have 2 vaccine sites later in the fall.
- Breakfasts and lunches will be back in the lunchroom and at normal times this year.
- Latchkey - Anyone interested we are hiring. Morning latchkey will be held at the individual schools and bused to a central location at Webb for PM latchkey.
- Will be talking to the Policy Committee to look at raising the limits of the level of purchase dollars for the business office. Currently, anything over \$5000 must be brought to the Board of Education for approval, which makes it difficult to move forward with items as needed with going for approval at the regular monthly meeting.
- Administration held a 2-day workshop with speaker Devin Hughes on positive psychology. Hope to bring what was learned into the buildings and community.

REQUESTS FOR FUTURE AGENDA ITEMS - None

CALENDAR DATES

- Aug. 2 Special Board of Education Meeting
- Aug. 4 Special Board of Education Meeting
- Aug. 5 Back to School Registration Event
- Aug. 9 Finance Committee Meeting
Buildings & Grounds Committee Meeting

PUBLIC COMMENT

Hazel Park resident Suzanne Gorse again spoke to the concerns she had with the recent football games at the high school and will be expressing her concerns at a City Council meeting.

BOARD MEMBERS AND ADMINISTRATION COMMENTS

Beverly Hinton, Secretary

Welcome to Tom. Appreciate his comment about his eagerness to join us. We get a lot of information in our board packet, 157 pages this month, that helps us make our decisions during the meetings. Looking forward to the new school year. Thanks to everyone for coming out. Also a shout out for being able to give everyone a raise and for getting the 3-year agreement. Have been on one year agreements for a very long time. Our employees took a big hit back in 2015 and now all those groups have multi-year agreements.

Heidi Fortress, Treasurer

Stated she is a resident who lives across the street from the high school and she enjoyed the traffic, the noise and kids' excitement that occurred on Saturday. Cowboys did a tremendous job. Parents were very cordial. Enrollment night on Thursday. Come out and get your kids enrolled. Perhaps some of these concerns can be addressed with the

new Athletic Director. Band Boosters were also having their event and looked liked everyone was having a great time.

Dawn Rice, Trustee

Thanks to all for working so hard and have a good week

Melissa Baldwin, Trustee

Would like to echo Heidi in her comments. Also appreciate the citizens who brought their concerns about Saturday's event to our attention and we can the necessary steps to make sure it doesn't happen again. Thanks to everyone who came out to speak.

Kristy Schlak, Trustee

School starts in 16 days. Dequindre and Nine Mile are a mess.

Rachel Noth, Vice President

Great meeting. The Board did some difficult work and was able to come up with norms. Great to meet the athletic director. Unfortunate to hear about Saturday's event but our schools do a lot of wonderful things. We have a lot of "best practices" to help our students. As a community we need to rally around the positive and great things happenings.

Dr. Amy Kruppe,
Superintendent

Thank you to the Board of Education approving all the items tonight

Laura Adkins, President

Oakland County Health Department has resumed the meetings with Board President every other Wednesday. Will try to attend those and help us stay on top of COVID. The Marching Band is kicking off its season and everyone did enjoy the picnic. Getting excited for the start of the new school year.

ADJOURNMENT

Moved and supported that the meeting be adjourned at 8:05 PM
Unanimous Approval.

Respectfully submitted,

Beverly Hinton, Secretary
Hazel Park Board of Education



SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI

CALL TO ORDER

The Special Meeting of the Hazel Park Board of Education was held at the Ford School Administration Office on September 7, 2021 and was called to order by President Adkins at 6:30PM

Roll Call:

- Members Present: Adkins, Noth (virtually from Hazel Park, Michigan Oakland County), Hinton, Fortress Baldwin, Rice
- Members Absent: Schlak (arrived at 6:50PM)
- Others Present: Kruppe

APPROVAL OF THE AGENDA (Action Item)

Moved by Mrs. Fortress and supported by Mrs. Baldwin, that the agenda be approved, as presented.

Roll Call Vote:

- Yeas: Fortress, Baldwin, Noth, Hinton, Rice, Adkins
- Nays: None

Motion Carried: Unanimously

PUBLIC COMMENT - None

NEW BUSINESS

A. Board Goals

The Board of Education reviewed prior board goals and the ones that came up during the August 4, 2021 meeting. The Board agreed on goals that fall under the categories of Academic/Finance Performance, Community Engagement, Board Responsibilities and Leadership. The draft will be brought to the Board of Education at an upcoming meeting for review and approval.

B. Strategic Plan

Superintendent Dr. Amy Kruppe along with Board of Education members reviewed the revised strategic plan for the district.

C. Board Protocols

Board of Education members reviewed samples of Board Operating Procedures received from other districts. They will begin working on protocols for the Board of Education.

D. Board Letter

Board President Laura Adkins will work with the superintendent to compose a welcome back letter from the Board. A draft will be shared with other board members for their review and input before sending out.

PUBLIC COMMENT - None

BOARD MEMBERS AND ADMINISTRATION COMMENTS

Beverly Hinton, Secretary	A lot of positive social media, LOVE IT! Great start to the school year and hope it continues
Heidi Fortress, Treasurer	Chuck is doing a fabulous job, love all the positive posts. Great turnout at the football game. Everyone was so upbeat and excited to be back enjoying a game with their friends.
Kristy Schlak, Trustee	Updated the board on the construction in and around Hazel Park. Great discussion tonight. Make good choices.
Amy Kruppe, Superintendent	Kudos to the Board of Education and Administration for a positive start to the School year.
Laura Adkins, President	Off to a great start. Enjoyed the football game.

ADJOURNMENT

Moved and supported that the meeting be adjourned at 8:35PM
Unanimous Approval.

Respectfully Submitted

Beverly Hinton, Secretary
Hazel Park Board of Education



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

**Buildings & Grounds Committee Meeting
September 13, 2021
6:00PM**

Board Members Present: Kristy Schlak, Heidi Fortress, Melissa Baldwin
Board Members Absent: None
Administrators Present: Dr. Amy Kruppe, Jason Zirnis, Matt Miller

Meeting start time - 6:00 pm

Public Comment: None

- A. **Pool Update** - The pool will get a new stainless steel gutter, new tile, two new main drains and will keep it at competition length. The cost is estimated at \$800k to repair the pool. This estimate does not include the change rooms, windows from the coaches office to keep line of sight, and a family change room.
- B. **Playground Discussion** - In order to begin the school year with a compliant playground surface the in-stock playground mulch was distributed to United Oaks. The remaining playgrounds are in need of additional mulch (Webb, Hoover and Webster). The low cost to have the mulch delivered and blown into the playgrounds is \$28,130. This will maintain the ground surface of the playground throughout the remainder of the year.
- C. **United Oaks Wall** - There was a partial collapse of a brick wall on an upper section of the building, we are having a mason come out to inspect the damage and determine a replacement cost and if there are any other issues with the brick work. The area in question is strictly a veneer over the concrete masonry blocks and is not structural.
- D. **Woodshop Floor** - The woodshop floor at the High School experienced buckling due to water intrusion. It is suspected that the water originated from a drip off a supply line feeding a fountain attached to a sink in the room. The water was turned off to the sink and the faulty valve may have caused the leak. An insurance claim has been initiated for the cost to replace.
- E. **HS Cafeteria Options** - The Committee was presented two options for the cafeteria serving area. There was a revised current model and an expansive model to remove some walls and increase space. It is estimated that Phase III will cost between \$364-824K. The current layout with a refresh would be approximately \$364k and the removal of walls and moving doors while increasing the footprint would be \$824k. These costs would primarily be from the cafeteria fund which is currently out of compliance because the amount is more than the allowable amount from MDE. The District will continue to add to the fund balance and would need a significant project to reduce the fund back into compliance.





- F. Roof Assessment** - Garland has performed an initial assessment of the roof and underlying structures throughout the District. They are finalizing their report to the District with their initial assessment being that approximately \$25,000 in initial repairs be made based on their study to perform preventative maintenance. They are also recommending that approximately \$300,000 be set aside for necessary repairs on several roof sections next summer as the initial start to our roof assessment process.

- G. Camera and Vape System - RFI** - We have had several vendors review our camera systems with a suggested cost to replace. Due to the quotes received, we are going to send out an RFP for Services. In order to complete the RFP Commtech who is providing consulting services to develop and RFP and review the work has suggested that we perform an RFI (request for information) from several leading manufacturers to determine what specifications we would like to include in the RFP.

- H. Jardon Update** - Thursday the PA Referent Group will visit Jardon in order to see capital needs. This is currently step 4 to step 5 of the 10 step process. This will help solicit some funds to improve Jardon in the coming years.

- I. Facilities 5-year Plan** - Due to the discussion on previous topics the 5 year plan was not reviewed and an additional date will be scheduled to meet for review.

Meeting end time - 7:03

Minutes submitted by Jason Zirnig, Assistant Superintendent of Business and Operations



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

Finance Committee Meeting

September 13, 2021

5:15PM

Ford Administration Building

Board Members Present: Laura Adkins, Heidi Fortress, Beverly Hinton

Board Members Absent: None

Administrators Present: Dr. Amy Kruppe, Jason Zirnis, Matthew Miller

Meeting start time - 5:15pm

- A. Debt Refinance - Refinancing will save the community \$447k estimated over the next 11 years. These funds come from 2 mills out of the 15 mills. Bakertilly will work with the District to perform the refunding. The Committee recommends sending the refinancing of this final outstanding debt to the board.
- B. Purchasing Levels Approval - It was requested that the purchasing levels be increased to the state maximum which is \$25,288 for the 2020-21 school year. The current threshold is \$5k, which the District would believe to be the old federally funded micro purchase threshold. The \$5k threshold adds time delays for purchases that need to be moved through the system in order to maintain product and service levels. The new threshold for federally funded items is \$10k. The Committee believes that it is not the time to increase based on the District just coming out of deficit and the District would support this.
- C. Jardon Update - Thursday the PA Referent Group will come visit Jardon in order to see capital needs. This is currently step 4 to step 5 of the 10 step process. This will help solicit some funds to improve Jardon in the coming years.
- D. HS Cafeteria Options - The Committee was presented two options for the cafeteria serving area. There was a revised current model and an expansive model to remove some walls and increase space. It is estimated that Phase III will cost between \$364-824K. The current layout with a refresh would be approximately \$364k and the removal of walls and moving doors while increasing the footprint would be \$824k. These costs would primarily be from the cafeteria fund which is currently out of compliance because the amount is more than the allowable amount from MDE. The District will continue to add to the fund balance and would need a significant project to reduce the fund back into compliance.





- E. Audit / Grant Funds - The auditors are not allowing ESSER II funding to be allowed to be recognized in the 2020-21 year. The expenditures will be recognized but the revenue will have to be in the 2021-22 school year. The District submitted the documentation in May of 2021 but the award letter was issued in July and that is outside of the 2020-21 school year. The District tried to present the documentation to the auditors but they would not allow it.
- F. Pool Update - The pool will get a new stainless steel gutter, new tile, two new main drains and will keep it at competition length. The cost is estimated at \$800k to repair the pool. This estimate does not include the change rooms, windows from the coaches office to keep line of sight, and a family change room.
- G. Check Register Review

Meeting end time - 6:00pm

Minutes submitted by Matthew Miller



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

**The School District of the City of Hazel Park Schools
Board Committee Meeting
Personnel Committee
September 13, 2021 - 7:00PM**

Board Members Present: Rachel Noth (virtual Hazel Park Michigan (Oakland County), Dawn Rice
Board Members Absent: Kristy Schlak

Administrators Present: Dr. Amy Kruppe, Nick Nugent, Jason Zirnis

Meeting start time - 7:00 pm

Public Comment----None

Psychologists--- The District has lost 2 psychologists. The Personnel Committee would like to explore alternative compensation routes with the HPEA as psychologists are vital to our special education programs in Hazel Park.

Staffing Update---As of 9/13/2021 the District is having a difficult time filling special education teacher and GSRP vacancies. The Personnel Committee would like to look at alternative ways to grow special education and GSRP teachers in Hazel Park Schools. The Personnel Committee would like to look at sending interested applicants/employees to school to become special education teachers or GSRP teachers. The Personnel Committee asked for detail on costs from the Central Office Administration.

Carla Beach---Enrollment in MASSA program for administration.

MTSS Teachers--Under the previous HPEA contract MTSS teachers would substitute teach and get paid the substitute hourly rate as well as their normal salary. The Personnel Committee would like to explore a settlement with the HPEA on this issue. No formal grievance has been received on this matter.

COVID Absences---The District Administration would like to explore the possibility of giving 10 days worth of sick time to employees who are vaccinated because of the Delta Variant. The Committee felt that the District needed to wait and watch the data before bringing a proposal forth to the full Board of Education.

Dental and Vision Insurance for GSRP, Advantage, & Others---The the Personnel Committee discussed bringing dental and vision to other groups that currently do not receive the ancillary benefits of Single Subscriber Dental and Vision to other groups. Cost would be approximately 600 dollars per person for the year. Estimated to be 25 people that this would affect; for a total cost of \$15, 000 dollars. The Personnel Committee was in support to move this item to the attention of the full board of Education for consideration.





**HAZEL PARK
SCHOOLS**

Nurses--The Personnel Committee looked at adding 1.0 nurse and .4 nurse to the District. The additional nurses are needed because of the Covid and the health plans for new students that have been enrolled in Hazel Park Schools. The Personnel Committee was in support to move this item to the full Board of Education for consideration.

Meeting end time - 7:58 pm

Minutes submitted by Nick Nugent, Director of Human Resources



Ford Administration
Matthew Miller, Business Office Manager
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5213 | F: 248-544-5443
www.hazelparkschools.org

TO: The School District of the City of Hazel Park
Board of Education

FROM: Jason Zirnis
Assistant Superintendent, Business & Operations

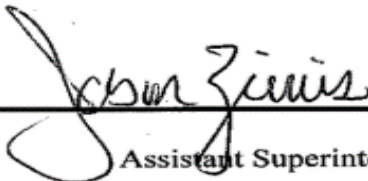
RE: Treasurer's Report August, 2021

DATE: September 14, 2021

Attached is the check register (including current period voids), a listing of ACH debits, wire transfers, and P-Card purchases made during the period

GENERAL FUND (11)		908,813.85	
	<i>Total - General Fund</i>	\$ 908,813.85	
CENTER PROGRAM (22)		2,814.47	
COMMUNITY SERVICE (23)		0.00	
FOOD SERVICE FUND (25)		27,014.62	
COMMON DEBT (31-39)		0.00	
CAPITAL PROJECTS (41-49)		97,500.00	
	<i>Total - Special Revenue Funds</i>	\$ 127,329.09	
INTERNAL ACCOUNT FUNDS (29)		0.00	
	<i>Total - Other Funds</i>	\$ -	
TOTAL CHECK DISBURSEMENTS		\$ 1,036,142.94	\$ 1,036,142.94
ACH DEBITS			1,594,683.15
PAYROLL			975,462.14
OUTGOING WIRE TRANSFERS			2,421,657.73
P-CARD PURCHASES			134,519.17
			<u>5,126,322.19</u>
TOTAL DISBURSEMENTS IN PERIOD			\$ 6,162,465.13

I certify that the disbursements listed on the attached check registers and listing of ACH debits, wire transfers, and P-Card purchases were payments made for obligations of The School District of the City of Hazel Park and that all materials or services listed on the invoices have been received or performed.



Jason Zirnis
Assistant Superintendent, Business & Operations

Monthly Summary of EFT's from HP Bank Accounts

Aug-21

<u>Date</u>	<u>Amount</u>	<u>Bank Acct Taken From</u>	<u>Reason</u>
8/2/2021	\$106.46	Gen Funds	Latchkey Fees
8/3/2021	\$285.65	Gen Funds	AFLAC Payment July 30th Payroll
8/17/2021	\$285.65	Gen Funds	AFLAC Payment August 13th Payroll
8/31/2021	\$285.65	Gen Funds	AFLAC Payment August 27th Payroll
8/13/2021	\$3,603.66	Gen Funds	Health Equity Payment August 13th Payroll
8/27/2021	\$3,528.66	Gen Funds	Health Equity Payment August 27th Payroll
8/2/2021	\$17,503.46	Gen Funds	Penserv Payment July 30th Payroll
8/19/2021	\$17,803.97	Gen Funds	Penserv Payment August 13th Payroll
8/24/2021	\$114,707.20	Gen Funds	Penserv Payment Retirement
8/13/2021	\$24,960.24	Tax W/H	Payroll State Tax Withholding August 13th
8/27/2021	\$24,796.80	Tax W/H	Payroll State Tax Withholding August 27th
8/13/2021	\$165,404.94	Tax W/H	Payroll Federal Tax Withholding August 13th
8/27/2021	\$164,696.71	Tax W/H	Payroll Federal Tax Withholding August 27th
8/11/2021	\$267,652.02	Ret W/H	Payroll Retirement Withholding July 30th
8/25/2021	\$329.93	Ret W/H	Payroll Retirement Withholding August 13th
8/2/2021	\$0.00	Ret W/H	Payroll Retirement Withholding August 13th
8/23/2021	\$270,053.74	Ret W/H	Payroll Retirement Withholding August 27th
8/31/2021	\$266,404.80	Ret W/H	Payroll Retirement Withholding February 26th
8/23/2021	\$252,273.61	UAAL	Payroll UAAL Payment August
	<hr/> \$1,594,683.15	Total ACH Debits	

<u>Date</u>	<u>Amount</u>	<u>Payroll</u>
8/13/2021	\$490,980.28	General Payroll on August 13th
8/27/2021	\$484,481.86	General Payroll on August 27th
	<hr/> \$975,462.14	Total Payroll

<u>Date</u>	<u>Amount</u>	<u>Wires</u>
8/24/2021	\$2,421,657.73	MVCA Wire State Aid August
	<hr/> \$2,421,657.73	Total Wires

<u>Date</u>	<u>Amount</u>	<u>P-Card Purchases</u>
8/23/2021	\$134,519.17	General P-Card charges Huntington Bank
	<hr/> \$134,519.17	Total P-Card Purchases

Hazel Park Schools
Check Register by Fund
Check Date From 8/1/2021 TO 8/31/2021

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
Fund: 110					
08/12/2021	EH 00000096	100959	ProCare Therapy		1,656.00
08/12/2021	EH 00000097	100504	SET INC.		65,221.81
08/12/2021	EH 00000098	100357	STAPLES BUSINESS ADVANTGE	P2200045	79.63
08/12/2021	HP 00500289	100550	AMAZON CAPITAL SERVICES INC	P2200043	146.10
08/12/2021	HP 00500290	100350	ASCENSION MICHIGAN AT WORK		132.00
08/12/2021	HP 00500291	100544	ASCENSION MICHIGAN AT WORK		76.00
08/12/2021	HP 00500292	100512	CHAPT 13 TRUSTEE-TAMMY L TERRY		420.00
08/12/2021	HP 00500293	100011	CHAPTER 13 TRUSTEE		108.00
08/12/2021	HP 00500294	100322	CITY HAZEL PARK WATER		7,378.45
08/12/2021	HP 00500295	100309	CONSUMERS ENERGY		2,028.88
08/12/2021	HP 00500296	100609	DAVID RUSKIN		712.20
08/12/2021	HP 00500297	100958	DEVIN HUGHES ENTERPRISES		8,000.00
08/12/2021	HP 00500298	100313	DTE ENERGY		13,251.54
08/12/2021	HP 00500299	100376	DTE ENERGY		290.82
08/12/2021	HP 00500300	100866	DURO LAST INC		200.00
08/12/2021	HP 00500301	100488	HOME DEPOT CREDIT SERVICES	P2200038	673.72
08/12/2021	HP 00500302	100868	KS VENTURES INC		2,300.00
08/12/2021	HP 00500303	100956	LAUREN FULLER		70.00
08/12/2021	HP 00500304	100327	MICHIGAN EDUCATION SPECIAL		362,364.84
08/12/2021	HP 00500305	100329	MICHIGAN MAINTENANCE SUPPLY		32.60
08/12/2021	HP 00500306	100387	MISDU		724.14
08/12/2021	HP 00500307	100021	PEARSON CLINICAL ASSESSMENT	P2200004	338.60
08/12/2021	HP 00500309	100749	SONITROL GREAT LAKES		57.50
08/12/2021	HP 00500311	100829	TEACHING STRATEGIES LLC		570.00
08/12/2021	HP 00500312	100463	WINDSTREAM		950.23
08/20/2021	EH 00000099	100045	A & I ENTERPRISES		136,457.26
08/20/2021	EH 00000100	100427	A SWEET SERVICES LLC		20,733.49
08/20/2021	EH 00000101	100292	INVEST CENTERS LLC		161,336.36
08/20/2021	HP 00500313	100729	MACOMB INTERMEDIATE SCHOOL DISTRICT		5,550.00
08/20/2021	HP 00500314	100962	ZONO TECHNOLOGIES		10,089.00

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User: MILLERM - Matthew Miller

Page

Current Date: 09/13/2021

Report: OSAP5009 - OSAP5009: Check Register by Fund

1

Current Time: 17:08:37

Selection:

OH_DTL.[oh_ck_dt] <= '08/31/2021' AND OH_DTL.[oh_ck_dt] >= '08/01/2021'

Hazel Park Schools
Check Register by Fund
Check Date From 8/1/2021 TO 8/31/2021

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
08/26/2021	EH 00000102	100567	APPLE INC	P2200029	198.00
08/26/2021	EH 00000104	100409	FRONTLINE EDUCATION		8,078.87
08/26/2021	EH 00000105	100574	INSTITUTE FOR EXCELLENCE IN ED		1,500.00
08/26/2021	EH 00000106	100292	INVEST CENTERS LLC		34,067.40
08/26/2021	EH 00000107	100860	MELISSA BALDWIN	P2200005	25.00
08/26/2021	EH 00000108	100959	ProCare Therapy		1,656.00
08/26/2021	EH 00000109	100397	SCHOOL SPECIALTY	P2200060	126.77
08/26/2021	EH 00000110	100067	SCHOOLDUDE.COM		6,841.60
08/26/2021	HP 00500315	100550	AMAZON CAPITAL SERVICES INC		3,095.86
08/26/2021	HP 00500316	100961	ANGELA HAMMER		100.00
08/26/2021	HP 00500317	100350	ASCENSION MICHIGAN AT WORK		100.00
08/26/2021	HP 00500318	100544	ASCENSION MICHIGAN AT WORK		182.00
08/26/2021	HP 00500319	100383	AT & T		42.16
08/26/2021	HP 00500320	100346	BIG D LOCK & KEY	P2200030	56.25
08/26/2021	HP 00500321	100512	CHAPT 13 TRUSTEE-TAMMY L TERRY		420.00
08/26/2021	HP 00500322	100011	CHAPTER 13 TRUSTEE		108.00
08/26/2021	HP 00500323	100111	CLARK, DENNIS		60.00
08/26/2021	HP 00500324	100888	CONSTELLATION		544.98
08/26/2021	HP 00500325	100459	CONVERGENT TECH PARTNERS		356.25
08/26/2021	HP 00500326	100443	CTS COMPANIES		376.36
08/26/2021	HP 00500327	100609	DAVID RUSKIN		712.20
08/26/2021	HP 00500328	100314	DTE ENERGY		39,254.31
08/26/2021	HP 00500329	100640	FIBER LINK INC		318.00
08/26/2021	HP 00500330	100008	HAZEL PARK YOUTH ASSISTANCE	P2200006	25.00
08/26/2021	HP 00500331	100411	LOWES COMPANIES	P2200042	448.01
08/26/2021	HP 00500332	100575	MACOMB AREA CONFERNCE		600.00
08/26/2021	HP 00500333	100575	MACOMB AREA CONFERNCE		345.00
08/26/2021	HP 00500334	100632	MILFORD HIGH SCHOOL		75.00
08/26/2021	HP 00500335	100589	MILLENNIUM BUSINESS SYSTEMS	P2200010	2,053.67
08/26/2021	HP 00500336	100387	MISDU		724.14
08/26/2021	HP 00500337	100535	NEOLA INC		750.00

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User: MILLERM - Matthew Miller
 Report: OSAP5009 - OSAP5009: Check Register by Fund
 Selection:

Page
2

Current Date: 09/13/2021
 Current Time: 17:08:37

OH_DTL.[oh_ck_dt] <= '08/31/2021' AND OH_DTL.[oh_ck_dt] >= '08/01/2021'

Hazel Park Schools
Check Register by Fund
Check Date From 8/1/2021 TO 8/31/2021

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
08/26/2021	HP 00500339	100543	PETTY CASH		92.23
08/26/2021	HP 00500340	100543	PETTY CASH		400.00
08/26/2021	HP 00500343	100573	T T COMPUTERS COMMUNICATION INC		1,185.89
08/26/2021	HP 00500344	100339	THE RIEGLE PRESS INC	P2200026	172.13
08/26/2021	HP 00500345	100701	UCP SEGUIN INFINITEC OF CHICAGO		1,773.60
				Fund 110 Total:	908,813.85
Fund: 220					
08/12/2021	EH 00000095	100895	Advanced Medical Personnel Services LLC		640.00
08/12/2021	HP 00500310	100515	STAFF CONNECTIONS LLC		1,150.00
08/26/2021	HP 00500335	100589	MILLENNIUM BUSINESS SYSTEMS	P2200010	443.07
08/26/2021	HP 00500338	100021	PEARSON CLINICAL ASSESSMENT	P2200046	29.40
08/26/2021	HP 00500342	100515	STAFF CONNECTIONS LLC		552.00
				Fund 220 Total:	2,814.47
Fund: 250					
08/12/2021	HP 00500308	100954	RITEWAY SERVICE INC		4,970.15
08/26/2021	EH 00000103	100118	CHARTWELLS DINING SERVICES		19,945.08
08/26/2021	HP 00500335	100589	MILLENNIUM BUSINESS SYSTEMS	P2200010	86.29
08/26/2021	HP 00500341	100954	RITEWAY SERVICE INC		2,013.10
				Fund 250 Total:	27,014.62
Fund: 420					
08/26/2021	EH 00000111	100867	TRAFERA LLC		97,500.00
				Fund 420 Total:	97,500.00
				Grand Total:	1,036,142.94

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End of Report

Huntington Bank
Commercial Card Summary (P-Card)
For Month Ending - August 2021

<u>Date of Trans</u>	<u>Card Holder</u>	<u>Vendor</u>	<u>Amount</u>
08/31/2021	MICHELLE KRAUSE	AB* ABEBOOKS.CO IVJGJA	10.27
08/31/2021	BRADLEY WILKINS	MICRO CENTER #055-RETA	1,199.90
08/31/2021	GREG RICHARDSON	TONYS ACE HDWE	34.88
08/30/2021	BRADLEY WILKINS	APPLE.COM/US	104.94
08/30/2021	CHRISTINE LUPTAK	ORKIN LLC 002	123.00
08/30/2021	TAMEKA SINGLETON	CLEAR RATE COMMUNICATI	1,894.42
08/30/2021	MEGAN PAPASIAN-BROADWELL	HOBBY-LOBBY # 419	25.37
08/30/2021	BRADLEY WILKINS	FEDEX 774546229983	17.04
08/30/2021	BRADLEY WILKINS	APPLE.COM/US	104.94
08/30/2021	BRADLEY WILKINS	APPLE.COM/US	104.94
08/30/2021	CORRI NASTASI	AMZN MKTP US*2D3TI8WI2	57.54
08/29/2021	GREG RICHARDSON	TONYS ACE HDWE	9.11
08/29/2021	STEPHANIE DULMAGE	MI ASSOC SCH ADM	445.00
08/29/2021	TAMMY SCHOLZ	AMZN MKTP US*253LX4081	39.98
08/29/2021	KARLA GRAESSLEY	AMZN MKTP US*259TA8AC1	165.32
08/29/2021	TAMMY SCHOLZ	AMAZON.COM*2589A8ED1	41.94
08/29/2021	GREG RICHARDSON	TONYS ACE HDWE	23.29
08/29/2021	BRADLEY WILKINS	HP *HP.COM STORE	129.99
08/29/2021	MEGAN PAPASIAN-BROADWELL	ADOBE PRODUCTS	9.99
08/29/2021	GREG RICHARDSON	TONYS ACE HDWE	59.01
08/27/2021	JAMIE BUCZKO	PROJECT LEAD THE WAY,	1,200.00
08/27/2021	DEBRA SCOTT	SQ *STAGE THERAPY ENTE	500.00
08/27/2021	CHRISTINE LUPTAK	APOC SALES INC.	1,123.95
08/27/2021	TAMEKA SINGLETON	JOHNSTONE SUPPLY DETRO	46.84
08/27/2021	MEGAN PAPASIAN-BROADWELL	GIGACCOUNTING LTD	30.00
08/27/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*253581TS1	287.48
08/27/2021	JAMIE BUCZKO	PROJECT LEAD THE WAY,	1,200.00
08/27/2021	GREG RICHARDSON	TONYS ACE HDWE	25.64
08/27/2021	MEGAN PAPASIAN-BROADWELL	CHRISTMAS TREE #7054	74.00
08/26/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*253QM8N81	14.97
08/26/2021	TAMEKA SINGLETON	U OF O PBIS APPS	3,680.00
08/26/2021	MEGAN PAPASIAN-BROADWELL	AT HOME STORE #53	74.99
08/26/2021	TAMEKA SINGLETON	VOYAGER SOPRIS LEARN'G	3,746.80
08/26/2021	TAMEKA SINGLETON	VOYAGER SOPRIS LEARN'G	3,636.60
08/26/2021	TAMEKA SINGLETON	VOYAGER SOPRIS LEARN'G	3,636.60
08/26/2021	TAMEKA SINGLETON	VOYAGER SOPRIS LEARN'G	22.10
08/26/2021	TAMEKA SINGLETON	VOYAGER SOPRIS LEARN'G	21.45
08/26/2021	TAMEKA SINGLETON	VOYAGER SOPRIS LEARN'G	21.45
08/26/2021	TAMEKA SINGLETON	NATIONAL NAT LAD/CONTR	15,450.00
08/26/2021	TAMEKA SINGLETON	IN *GROWING LEADERS IN	3,422.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	DEEPSPACESPARKLE	336.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00

08/25/2021	GREG RICHARDSON	TONYS ACE HDWE	27.84
08/25/2021	GREG RICHARDSON	TONYS ACE HDWE	26.23
08/25/2021	MEGAN PAPASIAN-BROADWELL	SQ *DEBBY'S DOLLAR	37.00
08/25/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*259MJ0ZZ1	72.52
08/25/2021	MATTHEW MILLER	MSBO	715.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	CHRISTINE LUPTAK	ROYAL ROOFING INC	453.00
08/25/2021	CHRISTINE LUPTAK	ROYAL ROOFING INC	366.00
08/25/2021	CHRISTINE LUPTAK	ROYAL ROOFING INC	846.00
08/25/2021	CHRISTINE LUPTAK	SQ *MECHANICAL SYSTEM	700.00
08/25/2021	CHRISTINE LUPTAK	SQ *MECHANICAL SYSTEM	700.00
08/25/2021	CHRISTINE LUPTAK	SQ *MECHANICAL SYSTEM	1,590.00
08/25/2021	CHRISTINE LUPTAK	SQ *MECHANICAL SYSTEM	1,924.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/25/2021	JAMIE BUCZKO	REI*GREENWOODHEINEMANN	125.00
08/24/2021	JAMIE BUCZKO	PANERA BREAD #600694 O	140.51
08/24/2021	MATTHEW MILLER	MICHIGANASS	5,804.00
08/24/2021	CORRI NASTASI	AMZN MKTP US*2D7V25BF2	100.95
08/24/2021	CORRI NASTASI	AMAZON.COM*2594B7OL1 A	19.64
08/24/2021	CORRI NASTASI	AMAZON.COM*2D3BU6RD0 A	87.98
08/24/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*2D5H495W2	164.85
08/24/2021	JAMIE BUCZKO	PANERA BREAD #600694 O	12.42
08/24/2021	GREG RICHARDSON	TONYS ACE HDWE	21.24
08/24/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*2D0LX7WY0	79.35
08/24/2021	MEGAN PAPASIAN-BROADWELL	N2Y LLC	1,821.84
08/24/2021	MATTHEW MILLER	MI HEALTH FAC LICENSE	500.00
08/23/2021	CORRI NASTASI	BIG LOTS STORES - #182	59.00
08/23/2021	CORRI NASTASI	AMAZON.COM*2D3FM39I0	29.70
08/22/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*2D8NJ6UX1	5.13
08/22/2021	DEBRA SCOTT	GFS STORE #0950	88.97
08/22/2021	CHRISTINE LUPTAK	MCNAUGHTON MCKAY ELECT	1,829.60
08/22/2021	CORRI NASTASI	SAMSClub #6662	91.84
08/22/2021	TAMMY SCHOLZ	HIGHEST HONOR INC	94.80
08/22/2021	GREG RICHARDSON	TONYS ACE HDWE	4.74
08/22/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*2D7JX9SK0	10.00
08/22/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*2D39D0SH0	41.20
08/22/2021	TAMMY SCHOLZ	AMZN MKTP US*2D2ZH4GP2	23.99
08/22/2021	GREG RICHARDSON	TONYS ACE HDWE	5.37
08/20/2021	GREG RICHARDSON	TONYS ACE HDWE	43.47
08/20/2021	DEBRA SCOTT	JETS PIZZA MI-018	103.95
08/20/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*2D1F68A22	24.00
08/20/2021	TAMEKA SINGLETON	IN *TWIG EDUCATION INC	599.59
08/20/2021	TAMEKA SINGLETON	IN *TWIG EDUCATION INC	1,163.91
08/20/2021	TAMEKA SINGLETON	IN *TWIG EDUCATION INC	295.00
08/20/2021	TAMEKA SINGLETON	IN *TWIG EDUCATION INC	295.00
08/20/2021	BRADLEY WILKINS	SQ *LION TECHNOLOGIES	2,680.00
08/20/2021	CHRISTINE LUPTAK	WEINGARTZ	95.99
08/19/2021	CHRISTINE LUPTAK	GRAINGER	169.72
08/19/2021	TAMMY SCHOLZ	AMZN MKTP US*2D2H72HX0	44.35
08/19/2021	CHRISTINE LUPTAK	ELEVATOR TECHNOLOGY IN	1,045.00
08/19/2021	CHRISTINE LUPTAK	ROYAL ROOFING INC	453.00
08/19/2021	CHRISTINE LUPTAK	ROYAL ROOFING INC	555.00
08/19/2021	CHRISTINE LUPTAK	ROYAL ROOFING INC	453.00
08/19/2021	CHRISTINE LUPTAK	R L DEPPMANN CO	895.91
08/19/2021	CHRISTINE LUPTAK	GRAINGER	17.86
08/19/2021	CHRISTINE LUPTAK	IMPRESSIVE TILE CO	1,013.80
08/19/2021	SHEILA OKANE	OAKLAND SCHOOLS-RC INT	32.00
08/19/2021	TAMEKA SINGLETON	PAYPAL *FIVESTAROUT	1,800.00
08/19/2021	JAMIE BUCZKO	P50 INC OAKLAND CO. PA	100.00

08/19/2021	TAMEKA SINGLETON	IN *FAR THERAPEUTIC AR	125.00
08/19/2021	TAMEKA SINGLETON	IN *FAR THERAPEUTIC AR	125.00
08/19/2021	TAMEKA SINGLETON	IN *FAR THERAPEUTIC AR	120.00
08/19/2021	TAMEKA SINGLETON	IN *FAR THERAPEUTIC AR	245.00
08/19/2021	TAMEKA SINGLETON	IN *FAR THERAPEUTIC AR	120.00
08/19/2021	TAMEKA SINGLETON	IN *FAR THERAPEUTIC AR	125.00
08/19/2021	TAMEKA SINGLETON	IN *FAR THERAPEUTIC AR	125.00
08/19/2021	GREG RICHARDSON	TONYS ACE HDWE	55.08
08/19/2021	BRADLEY WILKINS	FS *JITBIT.COM	2,499.00
08/19/2021	GREG RICHARDSON	ALLSTAR SERVICES OF MI	2,100.00
08/19/2021	GREG RICHARDSON	TONYS ACE HDWE	7.59
08/19/2021	BRADLEY WILKINS	HP *HP.COM STORE	2,969.91
08/19/2021	KENDAL SMITH	MASSP & MASC/MAHS	500.00
08/19/2021	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*2D4OP3HZ0	34.00
08/19/2021	CHRISTINE LUPTAK	ELEVATOR TECHNOLOGY IN	1,975.00
08/18/2021	TAMEKA SINGLETON	INTEGRITY BUSINESS SOL	709.81
08/18/2021	TAMEKA SINGLETON	INTEGRITY BUSINESS SOL	1,055.28
08/18/2021	TAMEKA SINGLETON	INTEGRITY BUSINESS SOL	262.86
08/18/2021	TAMEKA SINGLETON	INTEGRITY BUSINESS SOL	775.42
08/18/2021	TAMEKA SINGLETON	INTEGRITY BUSINESS SOL	1,591.34
08/18/2021	TAMEKA SINGLETON	INTEGRITY BUSINESS SOL	99.24
08/18/2021	TAMEKA SINGLETON	INTEGRITY BUSINESS SOL	342.44
08/18/2021	GINA BREW	UNITY SCHOOL BUS PARTS	40.65
08/18/2021	GINA BREW	OFFICEMAX/DEPOT 6026	23.31
08/18/2021	SHEILA OKANE	OAKLAND SCHOOLS-RC INT	32.00
08/18/2021	TAMMY SCHOLZ	AMZN MKTP US*2D45Y38M1	12.99
08/18/2021	CORRI NASTASI	JIMMY JOHNS - 2519 - M	63.81
08/18/2021	JAMIE BUCZKO	STAPLS7336007295000002	21.44
08/18/2021	TAMMY SCHOLZ	AMZN MKTP US*2D5XC8QK1	20.99
08/18/2021	NICK NUGENT	MHPCHAMBER	100.00
08/18/2021	CORRI NASTASI	SAMS CLUB #6664	42.92
08/17/2021	TAMMY SCHOLZ	AMZN MKTP US*2D98Q31T0	11.99
08/17/2021	GREG RICHARDSON	GALCO INDUSTRIAL ELECT	200.26
08/16/2021	TAMEKA SINGLETON	REPUBLIC SERVICES TRAS	218.58
08/16/2021	DEBRA SCOTT	QDOBA 2998 ONLINE	386.25
08/16/2021	CHRISTINE LUPTAK	REPUBLIC SERVICES TRAS	2,765.24
08/16/2021	SHEILA OKANE	LIBIB.COM	11.00
08/16/2021	TAMMY SCHOLZ	AMZN MKTP US*2D49E8AE0	9.99
08/16/2021	TAMMY SCHOLZ	AMZN MKTP US*2P5KP4W22	15.99
08/16/2021	TAMEKA SINGLETON	TMOBILE*AUTO PAY	353.59
08/16/2021	TAMMY SCHOLZ	AMZN MKTP US*2D1B91MG1	107.97
08/16/2021	TAMEKA SINGLETON	CORRIGAN MOVING SYSTEM	294.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	340.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	940.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	340.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	340.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	392.00
08/15/2021	BRADLEY WILKINS	2COCOM*MALWAREBYTES	52.99
08/15/2021	GREG RICHARDSON	TONYS ACE HDWE	29.04
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	340.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	300.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	1,050.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	780.00
08/15/2021	TAMEKA SINGLETON	ECOLAB INC	580.00
08/15/2021	MEGAN PAPASIAN-BROADWELL	KROGER #447	75.61
08/13/2021	MATTHEW MILLER	ID WHOLESALER	1,360.00
08/13/2021	DEBRA SCOTT	PANERA BREAD #600694 O	339.55
08/13/2021	DEBRA SCOTT	AMERICAN ASSOC OF SCHO	1,875.00
08/13/2021	MEGAN PAPASIAN-BROADWELL	PETRO PLASTICS CO	1,832.14
08/13/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	171.28
08/13/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	219.71

08/13/2021	CHRISTINE LUPTAK	APOC SALES INC.	1,500.65
08/12/2021	TAMEKA SINGLETON	OTIS ELEVATOR	2,720.97
08/12/2021	CHRISTINE LUPTAK	GNE PAINT & SUPPLIES I	53.69
08/12/2021	TAMMY SCHOLZ	AMZN MKTP US*2P4525SY2	68.41
08/12/2021	TAMEKA SINGLETON	STAX *BISON PLUMBING	2,690.00
08/12/2021	GREG RICHARDSON	GALCO INDUSTRIAL ELECT	8.13
08/12/2021	CHRISTINE LUPTAK	AIRGAS USA, LLC	157.61
08/11/2021	TAMEKA SINGLETON	TMOBILE*AUTO PAY	2,000.00
08/11/2021	CHRISTINE LUPTAK	GRAINGER	34.47
08/11/2021	CHRISTINE LUPTAK	GRAINGER	22.00
08/11/2021	CHRISTINE LUPTAK	GRAINGER	189.42
08/11/2021	GREG RICHARDSON	GALCO INDUSTRIAL ELECT	69.65
08/11/2021	TAMEKA SINGLETON	N2Y LLC	3,892.80
08/11/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	19.02
08/11/2021	JAMIE BUCZKO	OAKLAND SCHOOLS-RC INT	100.00
08/11/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	108.00
08/10/2021	GREG RICHARDSON	TONYS ACE HDWE	35.12
08/09/2021	TAMMY SCHOLZ	AMZN MKTP US*2D1CC1CV1	193.97
08/09/2021	TAMMY SCHOLZ	AMZN MKTP US*2P5MH3YY1	14.96
08/09/2021	JAMIE BUCZKO	STAPLS733653554700001	30.69
08/09/2021	TAMMY SCHOLZ	AMZN MKTP US*2P8854920	31.99
08/08/2021	DAVID MUylaERT	MFASCO HEALTH & SAFETY	22.08
08/08/2021	TAMEKA SINGLETON	C & G PUBLISHING, INC.	5,640.60
08/08/2021	GREG RICHARDSON	TONYS ACE HDWE	41.79
08/08/2021	GREG RICHARDSON	TONYS ACE HDWE	42.47
08/08/2021	DEBRA SCOTT	SQ *STAGE THERAPY ENTE	500.00
08/08/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	97.24
08/06/2021	MATTHEW MILLER	BJ'S WHOLESALE #383	77.22
08/06/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	93.76
08/06/2021	TAMEKA SINGLETON	ACE TRANSPORTATION INC	463.50
08/06/2021	TAMEKA SINGLETON	ACE TRANSPORTATION INC	463.50
08/06/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	18.60
08/06/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	103.25
08/06/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	93.76
08/06/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	25.55
08/06/2021	TAMEKA SINGLETON	CONSUMERS ENERGY CO	124.13
08/06/2021	GREG RICHARDSON	TONYS ACE HDWE	25.08
08/06/2021	MEGAN PAPASIAN-BROADWELL	KROGER #447	45.84
08/05/2021	DAVID MUylaERT	BCY*BACKCOUNTRY.COM	129.99
08/05/2021	JASON ZIRNIS	THE HOME DEPOT #2733	(41.86)
08/05/2021	JASON ZIRNIS	THE HOME DEPOT #2731	(258.72)
08/05/2021	GREG RICHARDSON	TONYS ACE HDWE	58.63
08/05/2021	TAMEKA SINGLETON	PROCARE SOFTWARE	297.00
08/05/2021	DEBRA SCOTT	TOCK ATJOEBAR	99.41
08/05/2021	GREG RICHARDSON	THE HOME DEPOT #2731	368.51
08/04/2021	TAMARAN DILLARD	OAKLAND SCHOOLS-RC INT	75.00
08/03/2021	GREG RICHARDSON	TONYS ACE HDWE	130.30
08/03/2021	CORRI NASTASI	WAL-MART #3487	63.32
08/03/2021	DEBRA SCOTT	JETS PIZZA MI-018	4.49
08/03/2021	DEBRA SCOTT	JETS PIZZA MI-018	101.96
08/03/2021	BRADLEY WILKINS	HP *HP.COM STORE	2,249.91
08/02/2021	SHEILA OKANE	JOANN STORES*JOANN.COM	26.10

133,078.22

NAME	EVENT	DATES OF EVENT	LOCATION	ESTIMATED COST
IN STATE				(Includes Sub)
Toby Gordon	Patterns of Power with Jeff Anderson	9/3/21	Virtual	\$100.00
Erika Resh	Cognitive Coaching	5/16 - 5/17/22 & 6/2-6/3/22	Oakland Schools	\$0.00
Matthew Miller	MSBO Annual Conference	4/26 - 4/28/22	Grand Rapids MI	1050.00 est
Matthew Miller	MDE/MSBO Workshop	9/9/21	Ford Admin Bldg	\$170.00
Matthew Miller	Financial Strategies Conference	1/18 - 1/19/22	Lansing, MI	\$440.00
Matthew Miller	Business Manager CPA Workshop	6/9/22	Lansing, MI	\$305.00
Michelle Krause	Beyond Talk Building Tomorrow Better Conference	10/14/2021	Virtual	\$100.00
Tamaran Dillard	Beyond Talk Building Tomorrow Better Conference	10/14/21	Virtual	\$100.00
Dr. Amy Kruppe	Beyond Talk Building Tomorrow Better Conference	10/14/2021	Virtual	\$100.00 48
Carla Postell	Beyond Talk Building Tomorrow Better Conference	10/14/2021	Virtual	\$100.00
Stephanie Dulmage	Beyond Talk Building Tomorrow Better Conference	10/14/2021	Virtual	\$100.00
Kathy Jones	Collaborative Career Readiness Series: Career Development Practitioners	9/28, 11/18/21, 1/27, 3/24 & 5/19/22	Oakland Schools Zoom	\$0.00
Kathy Jones	Oakland County Transition Assistance (OCTA): 9-Day Event	9/21, 10/19, 11/16, 12/14/21, 1/18, 2/22, 3/22, 5/17 & 4/19/22	Oakland Schools (if COVID permits)	\$0.00
Jason Zirnis	MSBO Facilities Convergence	10/3-10/5, 2021	Crystal Mountain	\$1,166.00



Michigan Association of Superintendents & Administrators
 1001 Centennial Way, Suite 300
 Lansing, MI 48917
 (517) 327-5910
 fax (517) 327-0779

Dues Invoice

Date Billed: 8/25/2021

2021 - 2022 Membership

Central Office Administrators Dues	445.00
Total	\$445.00

Dr. Carla Postell
 Hazel Park Schools
 1620 E. Elza
 Hazel Park, MI 48030
 UNITED STATES

Annual Membership Runs
July 1, 2021-June 30, 2022

2020-21 Member benefits expire
 August 15, 2021

Sign in and renew your membership online at
<http://masaonline.gomasa.org>
 Sign in. Click your name. Click "Renew Now"

Contact Update/Corrections

Name _____

Title _____

School District _____

Address _____

Email _____

PIC _____

Cell Phone (____) _____

ID Number: 31230

Dr. Carla Postell
 Hazel Park Schools
 1620 E. Elza
 Hazel Park, MI 48030
 UNITED STATES
 carla.postell@hazelparkschools.org

Central Office Administrators Dues \$445.00

- AASA Membership** + \$208.00
- MSPRA Membership** + \$125.00
 (Michigan School Public Relations Association)

Total _____

Please make remittance and payment to:
MASA
1001 Centennial Way, Suite 300
Lansing, MI 48917-8249

___ Check ___ MasterCard ___ VISA ___ AmEx

Card Number _____

Expiration Date _____ SIC _____

Signature _____

49

Name as Printed on Card _____



Michigan Association of Superintendents & Administrators
 1001 Centennial Way, Suite 300
 Lansing, MI 48917
 (517) 327-5910
 fax (517) 327-0779

Dues Invoice

Date Billed: 8/25/2021

2021 - 2022 Membership

Central Office Administrators Dues	445.00
Total	\$445.00

Stephanie Dulmage, Ed.D.
 Hazel Park Schools
 1620 E Elza Ave
 Hazel Park, MI 48030-2358
 UNITED STATES

Annual Membership Runs
July 1, 2021-June 30, 2022

2020-21 Member benefits expire
 August 15, 2021

Sign in and renew your membership online at
<http://masaonline.gomasa.org>
 Sign in. Click your name. Click "Renew Now"

Contact Update/Corrections

Name _____

Title _____

School District _____

Address _____

Email _____

PIC _____

Cell Phone (____) _____

ID Number: 34759

Stephanie Dulmage, Ed.D.
 Hazel Park Schools
 1620 E Elza Ave
 Hazel Park, MI 48030-2358
 UNITED STATES
stephanie.dulmage@hazelparkschools.org

Central Office Administrators Dues	\$445.00
<input type="checkbox"/> AASA Membership	+ \$208.00
<input type="checkbox"/> MSPRA Membership (Michigan School Public Relations Association)	+ \$125.00
Total	_____

Please make remittance and payment to:
MASA
1001 Centennial Way, Suite 300
Lansing, MI 48917-8249

___ Check ___ MasterCard ___ VISA ___ AmEx

Card Number _____

Expiration Date _____ SIC _____

Signature _____

50

Name as Printed on Card _____

Madison Heights Hazel Park Chamber of
 Commerce
 300 W 13 Mile Rd
 MADISON HEIGHTS, MI 48071 US
 248 542 5010
 chambermhhp@gmail.com
 www.madisonheightschamber.com

Invoice



Debbes

BILL TO
Hazel Park Schools Dr. Amy Kruppe 1620 E Elza Hazel Park, MI 48030

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
7268	09/02/2021	\$75.00	10/02/2021	Net 30	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
09/02/2021	Member Renewals	Membership dues thru 9/2022	1	75.00	75.00

BALANCE DUE

\$75.00

INVOICE

Oakland County School Public Relations Association (OCSPRA)

2021/2022 Membership Dues

To: Charles Pleiness
Hazel Park Schools

The association annual dues are \$100.00 per Active membership. Additional associate memberships may be purchase at \$50 per Associate member.

Checks should be made payable to Oakland Schools and mailed to Oakland Schools, ATTN: Cari Sinke, 2111 Pontiac Lake Road, Waterford, MI 48328.

Please return this form and your check by September 17, 2021. If you have any questions, please contact OS Communications Office at 248.209.2145 or cari.sinke@oakland.k12.mi.us.

OCSPRA

2021/2022 Membership Dues

School District:
Hazel Park Schools

Member Name

Charles Pleiness

Membership Dues:

\$100.00

Associate Member Name:

\$ 50.00

Oakland County Schools Public Relations Association
2111 Pontiac Lake Rd., Waterford, MI 48328 – ATTN: Cari Sinke

Board of Education Goals



1. Academic/Finance Performance

- a. The Board of Education will improve their understanding of district data.
 - i. Two data workshops will be presented to the Board of Education.
 - ii. Strategic Plan updates will be given quarterly.

2. Community Engagement

- a. The Board of Education will support increased community engagement.
 - i. The Board of Education will do two-parent engagement events. One in fall and one in spring,
 - ii. The Board of Education will attend school events in their designated liaison school.
 - iii. The Board of Education with the Superintendent will do walk-thru of schools as allowable due to COVID.

3. Board Responsibilities

- a. The Board of Education will increase adherence to board policy and increase communication with the superintendent.
 - i. The Board will approve and discuss the ethics and roles of the Board on a yearly basis.
 - ii. Develop 4 Board Protocols by June.
 - iii. Meet with the student advisory committee a minimum of once this school year.

4. Leadership

- a. The Board will work collaboratively to increase relationships through Board Ethics, effective Board policies, and positive relationships.
 - i. Add a round table agenda item to all special meetings.
 - ii. Establish two positive outings to deepen relationships.
 - iii. Schedule a board workshop on SEL (Social Emotional Learning) and DEI (diversity, equity, and inclusion).

Hazel Park, School District of the City of MICIP Portfolio Report

Improved i-Ready Reading Diagnostic Grade Placement (On or Above Grade level)

Status: ACTIVE

Summary: Our goal is to provide comprehensive opportunities for staff to increase their understanding and implementation of the Essential Literacy Practices, through the Hazel Park Instructional Framework, and expand the number of MTSS teachers in grades K-8 in order to increase the percentage of K-8 students scoring on or above grade level in reading (as measured by the i-Ready diagnostic) by 10% by June 2022. 54

Created Date: 04/24/2021

Target Completion Date: 06/03/2022

Strategies:

(1/3): Essential Instructional Practices Grades K-3

Owner: Stephanie Dulmage

Start Date: 05/19/2021

Due Date: 06/03/2022

Summary: Identifies a set of research-supported literacy instructional practices (10) that can be employed as a mode of professional development and aim to increase teacher effectiveness and in turn, student literacy. The 10 Practices are: 1) Deliberate, research-informed efforts to foster literacy motivation and engagement within and across lessons 2) Read alouds of age-appropriate books and other materials, print or digital 3) Small group and individual instruction, using a variety of grouping strategies, most often with flexible groups formed and instruction targeted to children's observed and assessed needs in specific aspects of literacy development 4) Activities that build phonological awareness (grades K and 1 and as needed thereafter) 5) Explicit instruction in letter-sound relationships 6) Research- and standards-aligned writing instruction 7) Intentional and ambitious efforts to build vocabulary and content knowledge 8) Abundant reading material and reading opportunities in the classroom 9) Ongoing observation and assessment of children's language and literacy development that informs their education 10) Collaboration with families in promoting literacy

Buildings:

- Advantage Alternative Program
- Edison
- Hazel Park Junior High School
- Hoover Elementary School
- United Oaks Elementary School
- Webb Elementary School

Total Budget: \$448,487.00

- Title I Part A (Federal Funds)
- General Fund (Other)
- At Risk (31-A) (State Funds)

Communication:

Method

- Parent Newsletter
- District Website Update
- Presentations
- School Board Meeting

Audience

- Educators
- Staff
- School Board
- Parents
- Community-at-Large

Strategy Implementation Plan Activities

Activity	Owner	Start Date	Due Date	Status
Provide targeted professional learning on the Essential Literacy Practices; Activity impact will be monitored staff perception surveys and data gathered through observations of classroom instruction and practices.	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING
Provide differentiated job embedded coaching in the implementation of the Essential Literacy Practices within classrooms; Activity impact will be monitored through data from staff surveys, number of job-embedded coaching sessions, and observations of	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING

Activity	Owner	Start Date	Due Date	Status
instruction and practices				

(2/3): Essential Instructional Practices Grades 4-5

Owner: Stephanie Dulmage

Start Date: 05/19/2021

Due Date: 06/03/2022

Summary: "The purpose is to improve children's literacy in Michigan. Professional development throughout the state can focus on this set (10) of research-supported literacy instructional practices for daily use in the classroom. The Essential Practices are: 1) Deliberate, research-informed efforts to foster motivation and engagement within and across lessons 2) Intentional, research-informed instruction using increasingly complex texts and tasks that build comprehension, knowledge, and strategic reading activity 3) Small group instruction, using a variety of grouping strategies, most often with flexible groups formed and instruction targeted to children's observed and assessed needs in specific aspects of literacy development 4) Activities that build reading fluency and stamina with increasingly complex text 5) Discussion of the ideas in texts and how to construct text meaning across texts and disciplines 6) Research-informed and standards-aligned writing instruction 7) Intentional and ambitious efforts to build vocabulary, academic language, and content knowledge 8) Abundant and diverse reading material, including digital texts, and opportunities to read in the classroom 9) Ongoing observation of children's language and literacy development that informs small group and individual instruction 10) Collaboration with families in promoting literacy "

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Buildings:

- Advantage Alternative Program
- Webb Elementary School
- United Oaks Elementary School
- Hoover Elementary School
- Edison
- Hazel Park Junior High School

Total Budget: \$448,487.00

- Title I Part A (Federal Funds)
- General Fund (Other)
- At Risk (31-A) (State Funds)

Communication:

Method

- Social Media
- Parent Newsletter
- District Website Update
- Presentations
- School Board Meeting

Audience

- Educators
- Community-at-Large
- Parents
- School Board
- Staff

Strategy Implementation Plan Activities

Activity	Owner	Start Date	Due Date	Status
Provide Targeted professional learning on the Essential Literacy Practices; Activity impact will be monitored through data from staff perception surveys and observations of instruction and classroom practices.	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING
Provide differentiated job embedded coaching in the implementation of the Essential Literacy Practices within classrooms; Activity impact will be monitored through staff perceptions surveys, number of job-embedded coaching sessions, and observations of instruction and classroom practices.	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING

Owner: Stephanie Dulmage

Start Date: 05/21/2021

Due Date: 06/03/2022

Summary: The reading components of a Multi-Tiered System of Supports includes systems to address the continuum of reading needs across the student body, evidence-based practices focused on the Big Ideas of Reading designed to improve reading outcomes for all students, and data use and analysis. These components are further defined in the Reading Tiered Fidelity Inventory, Elementary-Level Edition and Secondary Level Edition and aligned to MDE's five essential components of MTSS.

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Buildings:

- Advantage Alternative Program
- Webb Elementary School
- Viking Virtual Academy
- United Oaks Elementary School
- Hoover Elementary School
- Hazel Park High School
- Hazel Park Junior High School

Total Budget: \$2,934,048.00

- Title I Part A (Federal Funds)
- General Fund (Other)
- At Risk (31-A) (State Funds)

Communication:

Method

- Social Media
- Parent Newsletter
- District Website Update
- Presentations
- School Board Meeting
- Other

Audience

- Educators
- Community-at-Large
- Parents
- School Board
- Staff

Strategy Implementation Plan Activities

Activity	Owner	Start Date	Due Date	Status
Increase the number of MTSS teachers in grades K-8; Impact will be monitored through analysis of student growth and proficiency data and number of students served by the MTSS team.	Stephanie Dulmage	09/01/2021	06/03/2022	UPCOMING
MTSS teachers will	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING

Activity	Owner	Start Date	Due Date	Status
provide direct instruction using the Corrective Reading program and other interventions; Activity will be monitored through iReady diagnostic data.				
In collaboration with building leadership, classroom teachers, and ancillary staff, MTSS teachers will use data to progress monitor an analyze impact of instruction on student growth and achievement.	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING
Conduct at least 3 checks for fidelity of implementation for all MTSS interventions; Activity impact will be monitored through completion of fidelity checks and analysis of information collected.	Stephanie Dulmage	11/01/2021	04/29/2022	UPCOMING
MTSS teachers will participate in professional learning on direct instruction; Impact will be measured by the completion of	Stephanie Dulmage	09/01/2021	10/29/2021	UPCOMING

Activity	Owner	Start Date	Due Date	Status
professional learning				
Utilize i-Ready and Illuminate to aggregate and display student data for analysis during grade level and district data day meetings; Activity impact will be monitored through quantity and quality of building and district data data meetings.	Stephanie Dulmage	10/12/2021	06/03/2022	UPCOMING

Improved i-Ready Math Grade Level Placement

Status: ACTIVE

Summary: Our goal is to provide comprehensive opportunities for staff to increase their knowledge, skills, and understandings of high-quality math instruction and increase the number of MTSS teachers in grades K-8, in order to increase the percentage of K-8 students scoring on or above grade level in math (as measured by the i-Ready diagnostic) by 10% by June 2022.

Created Date: 05/28/2021

Target Completion Date: 06/03/2022

61

Strategies:

(1/2): MTSS Framework (General)

Owner: Stephanie Dulmage

Start Date: 09/01/2021

Due Date: 06/03/2022

Summary: "A Multi-Tiered System of Supports (MTSS) is a comprehensive framework comprised of a collection of research-based strategies designed to meet the individual needs and assets of the whole child at all achievement levels. MTSS intentionally interconnects the education, health, and human service systems in support of learners, schools, centers, and community outcomes. The five essential components of MTSS are inter-related and complementary. Implementation of the essential components as intended provides educational settings with a framework to organize the strategies and processes needed to support successful learner outcomes. The five essential components include the following: Team-Based Leadership; Tiered Delivery System; Selection and Implementation of Instruction, Interventions and Supports; Comprehensive Screening & Assessment System; Continuous Data-Based Decision Making."

Buildings:

- Advantage Alternative Program
- Hazel Park Junior High School
- Hoover Elementary School
- United Oaks Elementary School
- Webb Elementary School

Total Budget: \$2,934,048.00

- Title I Part A (Federal Funds)
- General Fund (Other)
- At Risk (31-A) (State Funds)

Communication:

Method

- Social Media
- Parent Newsletter
- District Website Update
- Presentations
- School Board Meeting

Audience

- Educators
- Staff
- School Board
- Parents
- Community-at-Large

Strategy Implementation Plan Activities

Activity	Owner	Start Date	Due Date	Status
Increase the number of MTSS teachers in grades K-8; Activity Impact will be monitored through the analysis of student growth and proficiency data and number of students served by the MTSS team.	Stephanie Dulmage	09/01/2021	06/03/2022	UPCOMING
MTSS teachers will provide direct instruction using the Connecting Math Concepts program and other interventions; Activity impact will be monitored through i-Ready diagnostic data.	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING
MTSS teachers will participate in professional learning on direct instruction; Activity Impact will be measured by the completion of professional learning	Stephanie Dulmage	09/01/2021	10/29/2021	UPCOMING
In collaboration with building leadership, classroom teachers, and ancillary staff, MTSS teachers will use data to progress monitor an analyze impact	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING

Activity	Owner	Start Date	Due Date	Status
of instruction on student growth and achievement.				
Conduct at least 3 checks for fidelity of implementation for all MTSS interventions; impact will be monitored through completion of fidelity checks and analysis of information collected.	Stephanie Dulmage	11/01/2021	04/29/2022	UPCOMING
Utilize i-Ready and Illuminate to aggregate and display student data for analysis during grade level and district data day meetings.	Stephanie Dulmage	10/16/2021	06/03/2022	UPCOMING

(2/2): Instructional Coaching/Consulting for Mathematics

Owner: Stephanie Dulmage

Start Date: 05/31/2021

Due Date: 06/03/2022

Summary: "

Instructional coaching is a supportive, job-embedded, ongoing, and personalized form of professional learning focused on the teaching of mathematics. Instructional coaches partner with teachers to empower and support them in increasing student learning, developing robust mathematical identities, and developing students' mathematical sense-making abilities. To do this, Instructional Coaches collaborate with teachers to get a clear picture of current reality, identify goals, pick teaching strategies to meet the goals, monitor progress, and problem solve until the goals are met. The work of developing trusting relationships with teachers and collaboratively engaging in the coaching cycle form the foundation of the work of coaching."

Buildings:

- United Oaks Elementary School
- Hoover Elementary School

Total Budget: \$448,487.00

- General Fund (Other)
- ISD Reimbursement (Other)
- At Risk (31-A) (State Funds)
- Other State Funds (State Funds)

Communication:

Method

- Social Media
- Parent Newsletter
- District Website Update
- Presentations
- School Board Meeting

Audience

- Community-at-Large
- Educators
- Staff
- School Board
- Parents

Strategy Implementation Plan Activities

Activity	Owner	Start Date	Due Date	Status
Instructional coaches will provide job-embedded professional learning and coaching to support the implementation of Math Investigations; Activity impact will be monitored through the number of PL sessions, impact on staff perceptions of knowledge and growth, and observations of instructional practices.	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING
Provide ongoing professional learning for district instructional coaches to build expertise in math instruction and coaching; Activity	Stephanie Dulmage	09/07/2021	06/01/2022	UPCOMING

Activity	Owner	Start Date	Due Date	Status
<p>impact will be monitored through the number of professional learning sessions provided and evaluation of coaching practices</p>				
<p>Instructional coaches, in collaboration with the building administrator, will collect implementation data on math instruction and the mathematical practices; Activity impact will be monitored through the frequency of data collection and utilization of data to provided feedback to teachers.</p>	Stephanie Dulmage	09/07/2021	06/03/2022	UPCOMING
<p>Develop and implement a progress monitoring plan for coaching that includes process, staff perception, and quantitative data on student growth and achievement.</p>	Stephanie Dulmage	10/01/2021	06/03/2022	UPCOMING

Improve ERW and Math PSAT/SAT Benchmarks

Status: ACTIVE

Summary: Our goal is to provide opportunities for teachers to expand instructional strategies to include disciplinary literacy and the 8 mathematical practices to improve ERW and Math scores on the PSAT and SAT for all student populations by 5% by June 2022.

Created Date: 08/08/2021

Target Completion Date: 06/03/2022

66

Strategies:

(1/3): Improving Classroom Mathematical Discourse

Owner: Stephanie Dulmage

Start Date: 10/01/2021

Due Date: 06/03/2022

Summary: Effective mathematical discourse increases mathematical reasoning, improves equitable mathematical experiences, and leads to a positive mathematical identity. Teachers will engage in sustained professional learning focused on improving the mathematical discourse present in their classrooms. This learning will take the form of a set of discrete workshop events supported by job-embedded PL such as instructional coaching (choose the Instructional Coaching strategy to accompany this) or Professional Learning Community time dedicated to examining teaching practice. It is recommended that a district use a facilitator (either a district teacher-leader or outside consultant) to structure and implement the workshops.

Buildings:

- Advantage Alternative Program
- Edison
- Hazel Park High School
- Invest Roosevelt Alternative High School

Total Budget: \$99,110.00

- Title I Part A (Federal Funds)
- General Fund (Other)
- At Risk (31-A) (State Funds)

Communication:

Method

- Parent Newsletter
- District Website Update
- Presentations
- School Board Meeting

Audience

- Educators
- Staff
- School Board
- Parents
- Community-at-Large

Strategy Implementation Plan Activities

Activity	Owner	Start Date	Due Date	Status
Provide learning opportunities for	Stephanie Dulmage	10/01/2021	11/20/2021	UPCOMING

Activity	Owner	Start Date	Due Date	Status
<p>the revised math curriculum with a specific focus on the mathematical practices and discourse; Activity impact will be monitored through the quantity and quality of professional learning on the revised curriculum.</p>				
<p>Participate in the county-level Math curriculum and instruction team to continue work on curriculum and instruction; Activity impact will be monitored through the number of staff members who actively participate in the county-level meetings and curriculum revision process.</p>	Stephanie Dulmage	10/01/2021	06/03/2022	UPCOMING
<p>Utilize discourse and the mathematical practices in the math lab classes practices to support increased student growth and proficiency; Activity impact will be monitored through observations of classroom instructional</p>	Stephanie Dulmage	10/01/2021	06/03/2022	UPCOMING

Activity	Owner	Start Date	Due Date	Status
practices and student growth and achievement data.				

(2/3): MTSS Framework (General)

Owner: Stephanie Dulmage

Start Date: 09/07/2021

Due Date: 06/03/2022

68

Summary: "A Multi-Tiered System of Supports (MTSS) is a comprehensive framework comprised of a collection of research-based strategies designed to meet the individual needs and assets of the whole child at all achievement levels. MTSS intentionally interconnects the education, health, and human service systems in support of learners, schools, centers, and community outcomes. The five essential components of MTSS are inter-related and complementary. Implementation of the essential components as intended provides educational settings with a framework to organize the strategies and processes needed to support successful learner outcomes. The five essential components include the following: Team-Based Leadership; Tiered Delivery System; Selection and Implementation of Instruction, Interventions and Supports; Comprehensive Screening & Assessment System; Continuous Data-Based Decision Making."

Buildings:

- Advantage Alternative Program
- Viking Virtual Academy
- Michigan Cyber Academy
- Invest Roosevelt Alternative High School
- Edison
- Hazel Park High School
- Hazel Park ACCESS Alternative School

Total Budget: \$99,110.00

- Title I Part A (Federal Funds)
- General Fund (Other)
- At Risk (31-A) (State Funds)

Communication:

Method

- Parent Newsletter
- District Website Update
- Presentations
- School Board Meeting

Audience

- Educators
- Parents
- School Board
- Staff
- Community-at-Large

Strategy Implementation Plan Activities

Activity	Owner	Start Date	Due Date	Status
Using multiple data sources, conduct	Stephanie Dulmage	11/02/2021	06/03/2022	UPCOMING

Activity	Owner	Start Date	Due Date	Status
monthly progress monitoring checks on the impact of the MTSS math courses and math lab; Activity impact will be monitored through the quantity and quality of fidelity checks and use of data to provide feedback to the teacher.				
Develop the vision for MTSS support, including the structure, schedule, and responsibilities, along with a plan of action for implementation; Activity impact will be measured through the completion of the action plan.	Stephanie Dulmage	11/02/2021	12/18/2021	UPCOMING

(3/3): Essential Practices for Disciplinary Literacy Instruction in Secondary Classrooms

Owner: Stephanie Dulmage

Start Date: 08/16/2021

Due Date: 06/03/2022

Summary: A collaboration between researchers at the University of Michigan and the Disciplinary Literacy Task Force, a subcommittee of the MAISA GELN, the Essential Practices for Disciplinary Literacy Instruction in the Secondary Classroom identify research-supported instructional practices that have been shown to increase student achievement and/or engagement with academic literacies.

Buildings:

- Advantage Alternative Program
- Edison
- Hazel Park High School

Total Budget: \$11,000.00

- Title I Part A (Federal Funds)
- General Fund (Other)
- At Risk (31-A) (State Funds)

Communication:

Method

- Parent Newsletter
- District Website Update
- Presentations
- School Board Meeting

Audience

- Educators
- Staff
- School Board
- Parents
- Community-at-Large

Strategy Implementation Plan Activities

Activity	Owner	Start Date	Due Date	Status
Conduct instructional walk-throughs with ISD ELA consultants and building administration to monitor fidelity of implementation; utilize observation data and feedback to improve instructional practice; Activity impact will be monitored through the quantity of instructional walk-throughs and the use of data to provide feedback to the teacher.	Stephanie Dulmage	11/01/2021	06/03/2022	UPCOMING
Professional learning focused on disciplinary literacy practices in collaboration with ISD consultants; Activity impact will be monitored through the quantity	Stephanie Dulmage	11/01/2021	06/03/2022	UPCOMING

Activity	Owner	Start Date	Due Date	Status
of professional learning sessions, number of staff who participate, and observations of instructional practice and student-led discourse.				



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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Non-Tenure/Tenure Status
Date: September 17, 2021

It is a pleasure to present to the Board of Education the informational item below of our District teachers status of non-tenure probationary / tenure for the completed 2020-2021 school year.

Completed first year, non-tenure probationary period

Myranda Adamick	Elinora Bokhari	Gregory Brohl
Lee Brossard	Nicholas Cunnigham	Amy Decatur
Caroline Dimas	Jennifer Elias	Jenna Gower
Mary Hall-Pavlak	Lori Hazen	Vanna Jones
Lori Kodan	Debbie Kondek	Jessica Ma
Jamie Moran	Catherine Rodgers	Tammy Schumacker
Eleanora Shansky	Ashley Torres	Melissa Youngblood

Completed second year, non-tenure probationary status

Kimberly Ault	Erica Bailey	Hannah Ball
Kathleen Begley	Susan Blaquiere	Brittnay Bond
Ashley Bowker	Corrie Chansler	Becky Hauber
Sarah Hensley	Andrea Lamb	Mary Mac
Jennifer McCuiston	Leah Mcloskey	Melissa McDonald
Matthew McGuire	Rodney Reynolds	Maxwell VonHatten





Completed third year, non-tenure probationary status

McKenzie Acton	Mackenzie Bruss	Andrew Capelli
Jocelyn Casalou	Meaghan Devaney	Kristin Dysarz
Kelly Girouard	Paige Haas	Kristin Hockman
Edward Jones	Nichole Jones	Robert Kiger
Jennifer Lentz	Stephanie Martin	Cedar Ochab
Matthew Rawlik	Allyssa Reese	Brandon Rubin

Completed fourth year, non-tenure probationary status

Amy Austin	Jody Cox	James Haas
Heidi Kunz	Wendy Muzzarelli	Sherry Rietz
Caitlin Sanborn	Matthew Theisen	

**APPROVED AS BOARD
INFORMATIONAL ITEM**

Amy Y. Kruppe, Ed.D.
Superintendent



Hazel Park Junior High Bands

Todd Ross, Director

22770 Highland Avenue • Hazel Park, MI 48030 • Tel 248 658-2391 todd.ross@hazelparkschools.org

Dear Board of Education Members and Dr. Kruppe,

Thank you so much for your continued support of the performing arts in Hazel Park! I am so excited to be able to give every 6th grader in our district the opportunity to learn to play an instrument. I wanted you to know that we've already started learning notes, rhythms, and about the sounds of each instrument. The students are having a lot of fun, too! I always tell my students that even if they don't end up playing in the DSO, they will constantly be surrounded by music their entire lives. That's why understanding and appreciating music is such a crucial skill.

COVID-19 has had a devastating effect on music education in many school districts, and many of my peers are struggling to rebuild their programs. I really appreciate that in Hazel Park, we have taken this important step to allow our program to grow and thrive.

I feel so fortunate to be a part of the Hazel Park School District. Your willingness to take this forward-thinking step will allow our band program to return to its tradition of excellence much more quickly. On behalf of myself and my band students, I offer a heartfelt thank you.

Musically,

Todd



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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Additional Band Instruments Purchase
Date: September 20, 2021

At this time we are requesting an \$5000 allocation to purchase additional instruments for the 6th grade band program. Every 6th grade student is being given the opportunity to learn to play an instrument and this additional allocation, along with those students who are purchasing their own instruments will allow the district to provide instruments the entire year.

Funding Source: General Fund

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

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.

Recommendation

That the Board of Education approve an additional \$5000 allocation to purchase band instruments, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Tamaran Dillard, Director of Student Services
Subject: Speech and Language Pathologist
Date: September 20th, 2021

At this time, based on student needs for speech services, and to ensure our current speech and language pathologists are servicing students in the most equitable and consistent manner possible, I am seeking approval from the Board of Education to add an additional speech and language pathologist to deliver these services.

In an effort to meet the individual needs of students, it is essential to provide enough speech and language pathologists to ensure IEP service hours are met for students receiving speech services across our district. At present, the speech caseload for our pathologists varies between 45-63. Each of our professionals have a number of open evaluations they are working on with the special education teams. The ASHA recommended caseload for speech pathologists is 60 students in the state of Michigan. However, we must also consider the workload of our pathologists.

Based on the above information, I am asking that the Board approve the request for the contractual speech pathologist.

Funding Source: This additional speech and language would be funded through the district's general fund.

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.

Recommendation

That the Board of Education approve the addition of one speech and language pathologist for the 2021-2022 school year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education

From: Stephanie Dulmage, Director of 21st Century Learning

Subject: Revisions: Hazel Park School District Parent/Guardian 2021-2022 Handbook

Date: 9/20/2021

Statement of Need:

Revisions and updates to the Latchkey Parent/Guardian Handbook were completed during the Fall of 2020 and 2021. Due to the limited number of students attending latchkey during the 2020-21 school year, the changes were not implemented. The current version reflects the updates made in the Fall of 2020 **and** the most recent changes to our latchkey program. Many of the revisions focused on streamlining the language and reducing redundancy in the handbook. However, there were some key updates, listed below, designed to improve communication and latchkey programming

Additions

- Required LARA licensing Notebook Notification(p. 2)
- Behavioral Incident Continuum (p. 7)
- Access to Registered Nurse (p. 14)
- Notification of COVID Procedures (p. 15)

Revisions

- Admission and Registration Link (p.4)
- Latchkey Camp Food Service (p.6)
- Payment Policy (p.10)
- DHHS Payment (p.11)
- Arrival, and Dismissal (p. 12)
- Medication Authorization Links (p.16)

Funding Source: N/A

Strategic Goal Alignment

- Curriculum & Instruction: Hazel Park Schools will develop innovative, independent and persistent learners who think critically, communicate effectively, and positively influence the local and global community.
- 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.



**HAZEL PARK
SCHOOLS**

Recommendation

That the Board of Education approve the updates to the Hazel Park School District Parent/Guardian Latchkey Handbook to ensure compliance with District policies and LARA licensing guidelines.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

A handwritten signature in black ink, appearing to read 'Amy Y. Kruppe', written over a horizontal line.

Amy Y. Kruppe, Ed.D.
Superintendent



Hazel Park School District

**Latchkey Program
Parent/Guardian Handbook**

2021-2022

Latchkey Mission Statement

The mission of the Hazel Park School District Latchkey Program is to provide a safe, affordable, nurturing environment for all Hazel Park children who are in need of out-of-school-time care.

Latchkey Philosophy

Children thrive in an atmosphere of acceptance and support where they are allowed free exploration of their unique talents and interests. Our latchkey program strives to provide children with opportunities to explore and develop the skills necessary to lead happy and productive lives. Social, emotional, physical and cognitive activities are integrated into each day's routine.

Latchkey Program Goals

- To provide a safe, stimulating environment in which children can acquire and practice physical, social and cognitive skills.
- To provide an atmosphere which supports the development of a positive self-image in preparation for a happy and productive life among peers, colleagues and loved ones.
- To support each child's growing independence at an individual level by allowing children to make choices and carry out tasks and activities with adult support and assistance when needed. To support all families through open communication and respect.
-

Diversity, Equity, Inclusion

The purpose of DEI is to ensure the cultures of all families are respected and valued. Latchkey regularly integrates cultural awareness and celebration through materials and activities which reflect the diversity of the families in the program and local community. In addition, staff members receive training in diversity, equity and inclusion.

Contact Information - Latchkey Department

For questions, concerns or comments regarding latchkey services, caregivers, or billing contact the HPS Child Care Director assigned to your program at:

Sheila O'Kane Webster Early Childhood Center Director Office Phone: 248-658-5501 sheila.okane@hazelparkschools.org	Megan Papasian-Broadwell Hazel Park Elementary Age Latchkey Director Office Phone: 248-658-5950 megan.papasian-broadwell@hazelparkschools.org
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Hazel Park School District Latchkey Programs are licensed by the Department of Human Services. DHHS can be contacted at: 248-975-5064 or www.michigan.gov/dhs

Required licensing notebook is available in each office upon request.

General Information and Hours of Operation

Latchkey Caregivers promote a safe and pleasant experience for students while maintaining compliance with all State of Michigan Licensing Rules for Child Care Centers. Students will have the opportunity to participate in school organized activities during latchkey hours. Please review the important information below:

Elementary Age Students

- Latchkey is available Monday through Friday on school days.
- Latchkey opens at 6:30 a.m. and closes at 6:00 p.m. per site clock.
 - Hoover Elementary: AM Latchkey - 6:30-8:00 a.m.
 - United Oaks Elementary AM Latchkey - 6:30-8:00 a.m.
 - Webb Elementary AM Latchkey - 6:30-8:00 a.m.
 - AFTERNOON LATCHKEY - Webb Elementary - 3:00-6:00 p.m.
 - **All students from Hoover and United Oaks will be bussed via HPS school bus to Webb Elementary for Afternoon Latchkey**

Preschool Age Students

- GSRP Latchkey Monday-Thursday ONLY
- Latchkey Hours:
 - Morning 6:30 am - start of school
 - Afternoon 3:00 - 6:00 pm
 - Fridays 6:30 am - 6:00 pm
- Preschool Academy - Monday-Friday
- Latchkey Hours:
 - Morning 6:30 am - start of school
 - Afternoon 3:00 - 6:00 pm

THERE WILL BE NO LATCHKEY SERVICES OFFERED DURING SCHOOL CLOSINGS. LATCHKEY SERVICES ARE AVAILABLE ON EACH DAY SCHOOL IS IN SESSION INCLUDING ½ DAYS. THE HPS DISTRICT CALENDAR CAN BE FOUND AT:

https://www.hazelparkschools.org/downloads/hoover/calendars_2021-2022_-_elementary.pdf

In order to ensure that all HPS families have the opportunity to participate in quality before and after school care, students must be registered in Latchkey through School Care Works. **Same day registration and “Drop-In” Latchkey Services are not available.**

BUILDING PHONE CONTACT INFORMATION

Building	Phone	Staff
Webster Early Childhood Center	(248) 658-5501 Main Office (248) 658-5523 Latchkey Room	Sheila O’Kane
Webb Elementary School	(248) 658-5950 Main Office (248) 658-5913 Latchkey Room	Megan Papasian-Broadwell

Admission

Students must be pre-registered and approved to attend Latchkey. Online registration must be completed each year through School Care Works. A valid email address is required to register.

Latchkey registration is available at:

https://schoolcareworks.com/registration/hazelparkschools/start_registration.jsp

Please read the following before you enroll your children in Hazel Park Schools Latchkey Program. These policies are set by HPS and may not be changed at individual Latchkey sites. Latchkey staff do not have the authority to deviate from these written policies.

Required for Enrollment

1. Every child must be fully registered and approved on the online registration system.
2. Payment Agreement for families receiving DHHS Daycare Assistance must be completed. **It is the parent/guardian’s responsibility to ensure that DHHS paperwork is completed and approved.**
3. Emergency Cards/Child Information Records must be completed on School Care Works.
 - a. Current and operable phone numbers for your home and workplace are required.
 - b. Two current and operable numbers of persons authorized to pick up your child (other than child’s parents) in the event of an emergency. Identification will be required upon pick up. We will always attempt to contact the child’s parent or guardian first.
 - c. Failure to notify the Latchkey center of changes in emergency numbers may result in exclusion of your child or children from the program.

Please be advised that accounts from previous years must be paid in full prior to registering. If your account is sent to collections, you will be responsible for paying your balance plus the collection fees assessed to HPS prior to starting Latchkey

Communication

The HPS Latchkey Program supports open communication. To ensure the success of your child, please discuss any concerns you have with your child's caregiver.

Daily Routine (Sample)

Latchkey is intended to be a safe, supportive, and stable environment for all students. Latchkey provides students the opportunity to engage in ongoing physical, emotional, social and cognitive development. Each of our latchkey programs is expected to reflect best practice standards for child care programs. The greatest indicator of a high quality programming for children is the quality of adult/child interactions. In our programs, adults show respect for and have fun with the children in their care. Our latchkey programs feature the following:

- Art
- Science Experiments and/or Gardening
- Homework/IReady/Reading Nook (Elementary Age Only)
- Stem/Building
- Gym/Playground
- Computers (Elementary Age Only)
- Nutritious Snacks

General Daily Schedule

- 6:30 - 7:00 AM Free Choice time (games, coloring, reading, computer)
- 7:00 - 7:45 AM Outside play - weather and staff permitting
- 7:45 AM Breakfast
- 7:45-8:00 AM Get ready for school (clean up)
- 8:05 AM Dismiss students for school
- 3:10 PM Latchkey reopens for the afternoon
- 3:15-3:40 PM Hand Hygiene and Nutritious Snack
- 3:40-4:15 PM Free Choice time (games, coloring, reading, computer)
- 4:15-5:00 PM Gym/Playground
- 5:00-5:30 PM Group Activity: Art/Science/Reading
- 5:30-6:00 PM Open Activities (games, projects, homework)
- 6:00 PM Latchkey closes for the evening

School-Year Latchkey Food: Snacks and Lunches

- The Latchkey Program provides a healthy snack during the school year that includes a serving of whole grain and a serving of fruit. Snacks will be posted at each Latchkey Site.
- The Latchkey students have the option of choosing a free school lunch on half days. If your child normally brings from home and comes to Latchkey without one they will be given a

school lunch. Please do not send foods containing nuts or nut products to Latchkey. Be sure your child's name is on his/her lunch.

Latchkey Camps - Grades K-5

- Latchkey Camp Registration:
https://schoolcareworks.com/registration/hazelparkschools/start_registration.jsp
- Latchkey Camps are operated at one site only and are available from 6:30 A.M. to 6:00 P.M. except as noted in advance. The site will be announced at least one week before the start date. Program operation is dependent upon enrollment and on a first come, first serve basis.
 - 2021-2022 Latchkey Camp Dates:
 - Winter Break: 2/21/21 - 2/25/21
 - Spring Break: 3/28/21 - 4/1/21
 - Preschool Aged Children May 25-TBA
 - Elementary Age Children: 6/20/22 - 8/19/22, Vacation Week - 7/4/22-7/8/22

Winter and Spring Break Camp Fees

- \$100.00 fee per week/per child

Summer Camp

- \$50.00 Registration fee per child to cover field trips and other activities.
- \$100.00 fee per week per child

Latchkey Camps Food: Snacks and Lunches

- **During the Winter and Spring Break Camps, parents are required to provide their child with a lunch and snack.**
- **SUMMER PROGRAM ONLY: the option for a free breakfast and free lunch** will be available for a scheduled number of days. The schedule of lunch choices and days, will be provided by the kitchen staff at the end of the school year.

Latchkey Rules For Children

Rules are developed with children and revised as necessary. Making rules is part of a group problem-solving process.

Discipline Policy

- Staff shall use positive forms of discipline that encourage self-control, self-direction, self-esteem, and cooperation. This includes but is not limited to:

- Following and posting predictable routines.
 - Providing clear expectations.
 - Problem-solving with the group and posting group solutions to problems.
 - Arranging the physical environment to avoid problem behaviors.
 - Modeling respect and social skills.
 - Involving children in conflict-resolution.
 - Offering choices and decision-making opportunities.
 - Providing a quiet, soothing, somewhat private place where children can go voluntarily or at the teacher/caregiver's request to regain control of their emotions.
- Staff shall be strictly prohibited from using any form of physical discipline. Please read the Child Care Licensing book for details.
 - If it becomes necessary to restrain a child, for his or other's protection, holding the child as gently as possible is acceptable. Children shall not be physically restrained longer than necessary to control the situation. Staff may not:
 - Hold a child with undue physical force.
 - Hold a child down on a sleep surface
 - Sit on a child.

Behavior Incident Continuum: NOT Physically Aggressive or Threatening

- 1st Behavior Incident: Written Warning (email) and Phone Call (message left if no answer)
- 2nd Behavior Incident: Written Warning (email) and Phone Call (message left if no answer)
- 3rd Behavior Incident: Written Warning (email) and Phone Call (message left if no answer)
 - *Meeting is required with the Site Director, staff and parents BEFORE the child is allowed to return to Latchkey.
- 4th Behavior Incident: Written Warning (email) and Phone Call (message left if no answer)
 - *A meeting is required with the Site Director, staff and parents BEFORE the child is allowed to return to Latchkey. **The Site Director at this meeting will determine if your child is able to continue in the Latchkey Program. This will be based on the severity of the incidents.

Behavior Incident Continuum: Physically Aggressive or Threatening

- 1st Behavior Incident: Written Warning (email) and Phone Call (message left if no answer)
- 2nd Behavior Incident: Written Warning (email) and Phone Call (message left if no answer)
 - 1 day (The next day.) suspension from Latchkey (NO refund)
 - Meeting will be required with the Site Director and staff BEFORE the child is allowed to return.
- 3rd Behavior Incident: Dismissal from the Latchkey Program.

****Children will NOT be allowed to bring toys or any other devices to latchkey.**

Latchkey Fees

- All fees are NON-REFUNDABLE
- Latchkey Registration Fees: \$40.00
- All Families for School Year Latchkey
 - Two \$50.00 non-refundable registration fees occurring in September and February.
 - After the first student, every student within the family will have a \$10 fee in September and February.
 - First activity fee due upon registration.

School-Year Latchkey Weekly Fees

Elementary Aged Children	GSRP Latchkey	Preschool Academy Latchkey
Morning & Afternoon Sessions: <ul style="list-style-type: none"> ● \$55/week each child paid weekly 	Morning & Afternoon Session <ul style="list-style-type: none"> ● \$55.00 per week/per child 	Morning & Afternoon Session <ul style="list-style-type: none"> ● \$70.00 per week/per child
Morning Sessions Only: <ul style="list-style-type: none"> ● \$25/week each child paid weekly 	Morning Session Only: <ul style="list-style-type: none"> ● \$25.00 per week/per child 	Morning Session Only: <ul style="list-style-type: none"> ● \$30.00 per week/per child
Afternoon Sessions Only: <ul style="list-style-type: none"> ● \$40/week each child paid weekly 	Afternoon Session Only: <ul style="list-style-type: none"> ● \$40.00 per week/per child 	Afternoon Session Only: <ul style="list-style-type: none"> ● \$45.00 per week/per child
	Full Day Friday <ul style="list-style-type: none"> ● \$25.00/Day (Start date To Be Determined) 	

Important Notes:

- Current rates are subject to change
- Parents/Guardians will be charged weekly regardless of whether or not a student attends.
- Latchkey is self-supporting through fees. The payment policies set forth in this handbook must be enforced in order to maintain our Latchkey program.
- If your family participated in the School-Year Latchkey Program, all fees are expected to be paid prior to enrolling in the Camps to remain in good standing.
- If your family participated in the 2021 Summer Latchkey Program, all fees are expected to be paid prior to enrolling in the School-Year Latchkey Program to remain in good standing.
- If you are not in good standing with your previous fees, you will be contacted by the Latchkey Site Director for a final decision on continued use of this service and future registration.

Late Pick-Up Fee

- There is a \$10 per child fee for every five minutes, or portion thereof, you are late picking up your child or children. This will be added to your next week's fee. (ex.: pick-up at 6:06 = \$20 per child late pick-up fee).

Late Payment Fee

- Failure to pay on time will result in a late payment fee of \$15 per child per week. Payments are due by no later than MONDAY of the same week.

Payment Policy

- Your weekly child care payment is based on the number of days and times stated on the Child Enrollment Form regardless of the days and times that your child attends each week.
- Latchkey is a prepayment service. Payments are to be made no later than the Monday of the same week.
- **Any change to your current schedule must be made with the Latchkey Site Director via written notice. You will be billed up to the date the written notice is received.**
- You will receive a receipt for each payment made through the online system. If you are unsure as to how to access it, it is your responsibility to contact your Site Director.
- Two sick days from September to January and two sick days from February to June are allowed. Sick days do not accumulate if you do not use them. **It is the parent or guardian's responsibility to contact the Site Director for this credit via email with the child's name and the date absent. This 'sick day' credit must be requested within 48 hours or you will not receive the credit.**
- There will be no sick day credits issued during any of the Latchkey Camps.
- **Your email address must be accessible and up-to-date to receive statements and billing. This is the full responsibility of the parent or guardian.**
- Latchkey does not issue credit for any days paid for but not used. NO REFUNDS

Failure to follow the Payment Policy may result in dismissal from the HPS Latchkey Program. The following steps will be taken when the first instance of noncompliance occurs for Late Payment or Late Pick-Up.

- 1st Fees and Pick-Up Noncompliance Incident
 - 1st Written Warning (email) and Phone Call (message left if no answer) ALL applicable fees applied (Late Payment Fee/Late Pick-Up Fee)
- 2nd Fees and Pick-Up Noncompliance Incident
 - 2nd Written Warning (email) and Phone Call (message left if no answer) ALL applicable fees applied (Late Payment Fee/Late Pick-Up Fee)
- 3rd Fees and Pick-Up Noncompliance Incident
 - 3rd Written Warning (email) and Phone Call (message left if no answer) ALL applicable fees applied (Late Payment Fee/Late Pick-Up Fee)
 - **A meeting will be required with the Site Director within 1 week.**
- 4th Fees and Pick-Up Noncompliance Incident
 - 4th Written Warning (email) and Phone Call (message left if no answer) ALL applicable fees applied (Late Payment Fee/Late Pick-Up Fee)
 - **Dismissal from the program will take place until ALL fees are up-to-date. May result in loss of spot at latchkey.**
 - **Late Pick-Up fees will be added for each week of unpaid balances.**

DHHS Child Development and Care (CDC) Assistance

- **DHHS CDC (State assistance) is also accepted. Parents/Guardian are responsible for payment until the DHHS paperwork is received. Once received, a reimbursement will be made to families for any payments dating back 30 days.**
- **ALL FORMS, UNDERSTANDING the DHHS CDC Handbook AND STAYING UP-TO-DATE ARE THE RESPONSIBILITY OF THE PARENT OR GUARDIAN.**
- **ALL DHHS/CDC Parent/Guardians are required to contact the Site Director prior to registration to confirm DHHS/CDC so that the registration fee is waived.**
- DHHS CDC Handbook link:
https://www.michigan.gov/documents/mde/CDC_Handbook_7-2013_428431_7.pdf
- Written authorization is required from the Department of Human Services before acceptance that a parent is eligible for child care assistance. Until written authorization is received, the family must pay the full fee.
- **The following link is the document needed to be filled out and given to your worker 30 days prior to the start of Latchkey. If this is not done in advance, you are required to pay for Latchkey until it goes through.** CHILD DEVELOPMENT AND CARE (CDC) PROVIDER VERIFICATION
https://www.michigan.gov/documents/dhs/DHS-4025_297108_7.pdf
- Once authorization is received, a co-payment will be established and the family will pay the copayment weekly. Co-payments are subject to change based upon the actual time children are in attendance. DHHS CDC only pays for the actual hours that a child is scheduled to be in care.
- Any fees paid by both the parent and DHHS CDC will be refunded to the parent. This will take up to one month.
- False reporting of children's hours of attendance to DHHS is a felony and can be prosecuted. Families must enter times when children are dropped off and picked up accurately. DHHS may require families to substantiate their need for care by providing documentation that they actually worked or attended approved classes during the times we billed for childcare.
- Families are responsible for any fees accrued not paid by DHHS
- **Important Note:** DHS does not pay late pickup fees or late payment fees

Dismissal from the Program

The following circumstances may result in your child being dismissed from Latchkey services:

- Failure to pay for services by the due date.
- Excessive late pick-up (after 6:00 PM) of your child.
- Failure to maintain current contact and emergency information – phone, address, and email.
- Failure to sign-in/ out child from Latchkey on a consistent basis.
- Failure to follow Latchkey policies and procedures.
- A child who verbally or physically harms another student or staff member. A child who does not adjust to behavioral expectations.
- A child suspended from school will not be permitted in the Latchkey program for the duration of the suspension.

- A child that does not follow the HPS Student Code of Conduct.

Emergency Procedures

To ensure the safety of all students, emergency/crisis procedures will be followed as identified below:

- Fire - staff will lead students to designated safe zones away from the school; emergency procedures will be followed.
- Severe Weather - staff will lead students to designated safe locations in the school; emergency procedures will be followed.
- Natural or Man-Made Disasters – staff will lead students to a designated safe zone away from school, emergency procedures will be followed.
- Lock Down - staff will follow emergency procedures. Serious Accident, Illness, or Injury – staff will follow emergency procedures.
- In the event of an emergency requiring evacuation from a school, HPS District Procedures will be followed. In the event that students are not sent home prior to regular latchkey dismissal time, the following procedures will be followed:
 - Elementary students will be bussed to a nearby site that has instructional space available.
 - If the situation allows, students will be returned by bus to the normal PM Latchkey site for dismissal at their regular time.
 - In the event that an alternate PM Latchkey site is necessary, Latchkey Caregivers will be responsible for informing parents as to where your child(ren) can be picked-up after school hours if an alternate PM site is utilized.

Attendance, Arrival and Departure

- Arrival - Students must be accompanied into the Latchkey room by a parent, parent designee or guardian. The child must be signed in by that person, noting the time the child arrived.
- Departure - Children must be picked up in the Latchkey room by a parent, parent designee or guardian. The child must be signed out by that person, indicating the time of departure.
- A parent designee must be at least 16 years old with a valid ID.
- Children will not be released to anyone not listed on the Child Information Record. Picture ID will be required of anyone not immediately recognized by staff as authorized to pick up your child. **ALL parents, guardians, and designees must have this on hand daily. There may be a substitute who will require this on any given day.**
- Parents must notify the Latchkey Site Director if he/she will not be attending. We can never accept a child's word for a change in plans.

Late Pick-up of Children

- Latchkey closes promptly at 6:00 p.m. according to the site clock.

- Beginning at 6:01 p.m. parents/guardians will be charged \$10 per child for every five minutes, or portion thereof, you are late picking up your child or children. This will be added to your next week's fee. (ex.: pick-up at 6:06=\$20 per child late pick-up fee).
- If we have not heard from you by 6:00, we will begin calling numbers on your child's emergency card in order to contact someone to pick up your child.
- If no one has picked up your child by 6:30 p.m., staff has been unable to contact anyone to pick up your child, and you have not contacted the HPS Latchkey Program, the Department of Human Services requires that the police department be contacted to handle the responsibility of caring for your child and locating you, the parent(s) or guardian(s).

Non-Attendance

- The Latchkey Site Director reserves the right to disenroll your child from the program due to non-attendance after 10 days.

Program Withdrawal and Re-enrollment

- Parents are required to notify the Latchkey Site Director of the child's final program date. Until the Latchkey Site Director is notified in writing of the child's last date, families will be required to pay for this service.
- To re-enroll for any reason, a new \$40.00 enrollment fee will be billed.

Persons Appearing to Be Impaired by Drugs/Alcohol at Departure

- Parents' rights of immediate access to their children do not permit Latchkey to deny a parent access to their child even if the parent is or appears to be impaired.
- If a parent who is picking up a child appears to be incapacitated due to the use of alcohol or drugs, immediate action will be taken by staff to assist the parent by offering to call someone else on the emergency card to pick up the child.
- If this fails, the police, the other parent and child protective services will be notified as soon as the incapacitated adult attempts to drive with the child in the car. Our foremost concern is the safety and well-being of our children.
- Any other person authorized on the emergency card to pick up a child who appears to be under the influence of alcohol or drugs will be denied access to the child. Staff will contact the child's parents to inform them of the situation and, if necessary, will contact the local police.

Custody Conflicts

- If both parents are on the emergency card, we will consider both parents able to pick up the child.
- Unless we have a copy of a court order on file limiting one parent's right to a child, children will be released to either parent. State law prohibits us from restricting a parent's right to a child for any reason short of a court order.
- Please make an appointment with the Latchkey Site Director at your child's school if you wish to discuss custody or other issues regarding your child's other parent. Staff is prohibited from having these discussions when children are present.

Health Services Plan

Staff members are aware of the Health Policies of the State of Michigan Rules for Child Care Licensing. New staff members receive in-service training regarding these policies. Latchkey staff members are certified in CPR and First Aid. In addition, licensing rules require knowledge of and compliance with the following procedures:

- Hand Washing - the following procedures will be used:
 - Moisten hands with water (temperature between 60- 120 degrees F) and apply soap
 - Rub hands vigorously until a soapy lather appears, continuing for 10 seconds
 - Rub areas between fingers, around nail beds, under fingernails, jewelry and back of hands
 - Rinse hands under running water until free of soap and dirt. Water will remain running while drying hands
 - Dry hands with clean, disposable paper or single-use cloth towels. Water will be turned off with the disposable paper or single-use towel
 - Dispose of the single service towel in a lined trash container

- Handling Children's Bodily Fluids – brief overview:
 - Use of disposable gloves (waterproof barrier)
 - Placing soiled objects in biohazard bags
 - Cleaning and sanitizing areas and articles
 - Centers shall use precautions when handling potential exposure to blood, including blood containing body fluids and tissue discharges, and when handling other potentially infectious fluids. OSHA has model exposure plan materials used by the centers in addition to formal staff training
 - Staff members are trained in Blood Borne Pathogens

- Cleaning and Sanitizing – the following procedures will be used:
 - Surface of article will be washed vigorously with warm water and detergent
 - Article will be rinsed with clean water
 - Surface of article will be submerged in, wiped or sprayed with a sanitizing solution
 - Article will be air-dried

- Controlling Infection – the following procedures will be used:
 - Parents are notified when changes in the child's health are observed, if an accident or injury occurs, or if the child is too ill to remain with the group
 - Child is placed in a separate location under adult care until parent(s) arrives
 - Items exposed to risk are thoroughly cleaned and sanitized
 - Upon notification of communicable disease, parents are informed of the name of the disease, that exposure may have occurred, and the symptoms of the disease

A registered nurse is on staff with HPS and available by phone for consultation or evaluation.

Counselors and therapists are available throughout the District to address concerns, conduct assessments and attend to special needs as deemed necessary.

Illness

Whenever a child exhibits any of the following symptoms the parent will be called to pick up the child:

- Fever above 99 degrees - A child must be fever free for 24 hours without medication prior to return.
- Vomiting/Diarrhea-Vomiting/Diarrhea must cease without medication for 24 hours prior to return.
- Rashes - A child must be examined by a physician to determine the type of rash. The physician will determine when it is acceptable for the child to return.
- Pinkeye - A child must be excluded until 24 hours after treatment begins and there is no eye drainage.
- Lice- A child must be treated and cleared by the Latchkey Site Director prior to returning to Latchkey.
- General appearance of being ill- a child who is not participating in activities, is very tired, has unusually pale or flushed skin or red, watery eyes and appears too sick to be in school will be excluded until the child looks and feels well.
- Persistent cough- a child who is coughing so hard that they can not play will be excluded until the cough is not as persistent.

Important Note: Latchkey will follow all District, Oakland County Health Division, state of Michigan, and LARA COVID-19 guidelines, policies, and procedures.

- Parents will be notified of outbreaks of illness in individual programs via parent note or email. In the event of illness in the program, staff will pay particular attention to disinfecting toys and surfaces used by children.
- Latchkey staff will be responsible for ensuring that children do not return to the program until they are well enough as described above.
- If a parent brings a child to latchkey in the morning and states that the child was exhibiting any of the above symptoms the night before, the child will not be accepted into care. Latchkey staff will not accept a child into care who appears ill as described above.

Accidents, Injuries, and Incidents

- All child injuries, no matter how minor, will be reported to parents.
- If another child has injured a child, we will protect each child's confidentiality. Minor injuries require an informal written report with a copy going to the parent and a copy to the Latchkey Director. An additional copy will be kept in the child's file. A separate report will be written for each child.
- Injuries, which require medical attention, will necessitate an official incident report. These can be obtained from the school office. A copy will be sent to the HPS Business Office and a copy will be sent to the Latchkey Director. Staff will fill these out as accurately as possible noting times, exactly what happened and the course of action. A follow-up phone call will be made to parents to determine the child's condition.

- If an injury is serious enough to warrant calling parents to pick up the child, the Latchkey Director will be informed immediately.
- In the event that an injury is serious enough to warrant immediate medical attention, staff will notify the parents and give first aid. Staff will not attempt to move a child who may have sustained a serious head or neck injury.

Children's Medication

The program complies with the medication policies adopted by the Hazel Park School District for individual schools. The policy is as follows:

- A Medication Authorization Form must be on file before medication is dispensed at school. This authorization, signed by a physician is necessary for prescriptive and non-prescriptive medications and is valid only for the current school year. Medication Authorization Form links (2 are required):
 - https://www.michigan.gov/documents/lara/BCAL-1243_8_15_fillable_2_498629_7.pdf
 - <https://docs.google.com/document/d/1X6OxuU3QcnzZSVjbomxqnlURNolk8BjE1Z0EagPI2as/edit?usp=sharing>
- Prescriptive and non-prescriptive medications must be labeled and in the original container to be administered. Directions from the physician must be clearly marked on the container of prescription medications.
- All medications needed during Latchkey will be kept in a secure place in the Latchkey room. If your child has Asthma, you are required to have the prescribed inhaler for him/her on site daily.
- A medication log will be kept for all medications administered to children. Each child and each medication given to a child requires a separate log. Changes in behavior will be logged and reported to parents. Logs and authorization forms should be kept in a binder in the office.
- Injections will not be given. (Exception: Documented diabetes, insect sting allergy or hypersensitivity or anaphylactic reaction due to exposure to or ingestion of a food to which the child is known to be allergic). Latchkey staff will be trained by the school nurse to administer these types of medications.
- Staff will not administer medication the first time it is given. The parent/guardian must administer the first dose to monitor that the prescriptive drug does not pose allergic reaction problems.

Immunizations

The State of Michigan Licensing Rules for Child Care Centers requires that immunizations remain up to date to participate in Latchkey. The best way to protect all students from contracting serious diseases is to have all students vaccinated according to the recommended vaccination schedule found at: www.Michigan.gov/Immunize. If you have any questions regarding immunizations, please

contact the Macomb County Health Dept. (586) 469-5372 or Oakland County Health Dept. (248) 424-7046.

Child Abuse and Neglect Reporting

All employees and volunteers in the Latchkey program are mandated reporters of suspected child abuse and neglect. If we have reasonable suspicion to believe that a child is being abused or neglected, we are required by law to report our suspicions to the Department of Human Services Child Protective Services Division. The program will comply with the Hazel Park School District policy on reporting suspicion of child abuse or neglect.

Licensing Information

The HPS Latchkey complies with all State of Michigan Licensing Child Care Centers requirements. Parents may access these rules at: www.michigan.gov/michildcare. A licensing notebook is available to parents during regular business hours at each building. The notebook contains the following documents: license inspection reports, special investigation reports, and corrective action plans. In addition, licensing inspection reports, special investigation reports, and corrective actions plans may also be found online for the previous 5 years at: www.michigan.gov/michildcare.

Program Security

- The doors to all latchkey rooms will be locked at all times that children are in the room. ● Children and families are not to open locked doors for others. This is a latchkey staff responsibility, as staff recognize family members who are authorized to pick up children.
- In the event that someone not recognized by staff is at the latchkey door, staff will ask for I.D. If the person at the door is not on the child's emergency card, they will be asked to leave the building. If building administration is still in the building, they will be notified by phone immediately.
- If a person not authorized to pick up a child in the latchkey program refuses to leave and building administration has left for the day, the latchkey leader will call the Hazel Park police and report an intruder in the building. Our primary responsibility is the safety and well being of our children.
- Please make absolutely certain that all people authorized to pick up your child are listed on the emergency card and carry their photo ID.

HPS LATCHKEY PROGRAM POLICIES 21-22

- I understand that Hazel Park Schools Latchkey complies with all State of Michigan Licensing Child Care Center requirements.
- I understand that the payment is due on Monday of each week. Failure to make payments in a timely manner may result in the child being removed/dropped from the program.
- I understand that all payments must be made online or in the Latchkey dropbox.
- I understand that students must be pre-registered to attend Latchkey. **I also understand that I am responsible for payment for all the pre-selected days of attendance regardless of the child's attendance.**
- I understand that if I am late picking up my child, I will be charged a late fee for every additional minute after 6:00PM. The fee will be added to the monthly invoice. Repeated late pick ups may result in the child being removed/dropped from the program.
- I understand that I am responsible to provide the child's caregiver in writing any changes in parent/student information including: phone numbers, addresses, email addresses, emergency contact information and pertinent information pertaining to the child.
- I understand that I must complete the entire online registration form and include all parent information, local emergency contact information, physician and hospital information, as well as allergies, special needs, and special instructions.
- I understand that my child may be photographed or videotaped during their time in the program. These photos or tapes may be used in newsletters, the HPS District media sites, and/or community media.
- I understand that my child's immunizations must be up to date and the appropriate immunization record or waiver(s) are on file with the school.
- I understand my child must be in good health to attend Latchkey. In addition, I understand that I am required to notify Latchkey if my child has any activity restrictions.
- I am aware that a Licensing Notebook with licensing inspection reports, special investigation reports, and related corrective actions are available for review at each Latchkey location. I understand that this notebook will be available for parents to review during regular business hours.
- I understand that all employees of Latchkey have been cleared according to LARA (Licensing and Regulatory Affairs) via a Comprehensive Background Check.
- I understand that personal items are not allowed in WCS Latchkey. I will not send personal items to Latchkey.

I have read the Latchkey Program 2021-2022 Parent Handbook and agree to all policies.

Parent/Guardian Signature _____ Date _____

Payment Agreement for Families Receiving DHS Daycare Assistance

Name of Parent or Guardian: _____

Child's Full Name: _____ Date of Birth: _____

Child's Full Name: _____ Date of Birth: _____

Child's Full Name: _____ Date of Birth: _____

Child's Full Name: _____ Date of Birth: _____

Latchkey Site: _____ Case # _____

By signing this Payment Agreement for Families Receiving DHS Daycare Assistance I am indicating that I fully understand the following.

- I understand that Written authorization is required from the Department of Human Services before acceptance that a parent is eligible for child care assistance. Until written authorization is received, the family must pay the full fee.
- I understand that there may be a co-payment which will be my responsibility to pay on a weekly basis before services are rendered and according to the terms outlined in the Parent Handbook. The co-payment is subject to change based on a child's actual hours of attendance. I understand that I will be responsible to pay all fees in full until the Hazel Park School District receives written notification that I am eligible for daycare assistance, the percentage DHS will pay and the eligibility start date.
- I understand that DHS only pays for the actual hours that a child is in care.
- I understand that I am not eligible for day care reimbursement on days that I am not working, seeking employment or in an approved education program and agree to either pay in full for days that I am not engaged in an approved activity or to refrain from using services on these days. Hazel Park School District Latchkey Program will not knowingly bill DHS for any unauthorized time that my child is in care.
- False reporting of children's hours of attendance to DHS is a felony and can be prosecuted. I understand that families must enter times when children are dropped off and picked up accurately. DHS may require families to substantiate their need for care by providing documentation that they actually worked or attended approved classes during the times we billed for childcare.
- I understand that DHS does not cover the cost of registration, activity fees, late payment fees or late pickup fees. I agree to pay these fees in full at the time they become due.
- Any fees paid by both the parent and DHS will be refunded to the parent. I understand that any overpayment as a result of these terms will be credited to my account or refunded to me. Any underpayment as a result of these terms will be immediately due the school district and is my responsibility. I agree to pay all fees due to Hazel Park School District that are not reimbursed by DHS.

I wish to enroll my child in the program at the above site and agree to all terms and conditions outlined above.

Parent or Guardian Signature _____ Date: _____

Permission for After School Activities - Elementary Only

Permission for Latchkey Child to Participate in Other After-School Activities

_____ has my permission to participate in the (Child's Name) following after school activity with the understanding that the person in charge of that activity is supervising my child during the activity and is responsible for returning my child to the Latchkey room when the activity is completed, unless I specify otherwise. I will advise the person responsible for the activity of my desire to have my child returned to the latchkey room.

Service Squad _____ (Position/Teacher)

Teacher Helper _____ (Teacher)

Brownies/Scouts _____ (Leader)

Athletic Program _____ (Coach)

Other _____ (Responsible party)

Please indicate below your specifications regarding return of your child to the Latchkey program:

_____ I expect my child to be returned to the latchkey program at approximately _____ by _____ (staff member) who will sign my child into the program. I have made these arrangements with the responsible party.

_____ I do not expect my child to be returned to the latchkey program.

Parent or Guardian Signature _____ Date: _____

Confidentiality Agreement

We expect that parents involved in the program refrain from discussing other children or their families with other parents, friends or staff. What is seen or heard in the program is not something for one to talk about to others. No one appreciates being the topic of others' conversation; it is up to each of us to treat all families with the same respect we desire for ourselves.

Within latchkey, confidential and sensitive information will only be shared with Latchkey Staff who have a need to know in order to most appropriately and safely care for your child. The exception to this rule is in the event of suspected child abuse or neglect; information will be shared with Child Protective Services. In order to protect everyone's privacy and maintain trust, confidential information about staff, parents, or children other than your own will not be shared. Confidential information includes, but is not limited to: names, addresses, phone numbers, disability information, or other health related information and behavior of anyone associated with latchkey.

You may observe children at our program who are disabled or who exhibit behavior that may appear inappropriate. You may be curious or concerned about the other child. Our confidentiality policy protects every child and family's privacy. Latchkey Staff are strictly prohibited from discussing anything about a child other than your own with you.

Parent/Guardian Signature _____ Date: _____

Withdrawal Policy

Parent Decision

Parents are required to notify the Latchkey Site Director of the child's final program date. Until the Latchkey Site Director is notified in writing of the child's last date, families will be required to pay for this service.

Latchkey Site Director Decision

- Unable to Meet Child's Needs
 - It is our responsibility and desire to provide care for every child enrolled in our program. Sometimes, however, the Latchkey program is unable to meet the needs of a child and feels it is not in the best interests of the child, program and/or other children enrolled to have the child in attendance. If this occurs, the program may require the parents to attend a conference with the Latchkey Coordinator and needed Staff regarding the matters that potentially warrant termination. Every effort will be expended to come to a satisfactory solution for all involved, including identification of the needs of the child, development and implementation of behavior plans, changes to routines, and, as a last resort, referrals to other, more appropriate programs.

- Overdue Fees
 - The Latchkey Coordinator reserves the right to withdraw your child from the program if payments are not up-to-date. This is to ensure the program is able to sustain itself.

- Latchkey Family Consequences
 - In all circumstances, adult behavior, which is perceived as threatening or disruptive to the emotional or physical safety of children, will result in immediate and possibly permanent exclusion of the adult(s) involved from our program.

Parents have the right to appeal all dismissals with school district administration.

Parent or Guardian Signature _____ Date: _____



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

To: Hazel Park Board of Education
From: Nick Nugent, Director of Human Resources
Subject: HPASA Reimbursement
Date: 9/16/2021

For the 2021-22 School year Administration is asking to be able to reimburse costs associated with Ms. Carla Beach and Mr. George Dimas for their administrative certifications. The total cost of this reimbursement would be approximately \$16,500 dollars. These agreements would be with each individual. The agreements would tie Ms. Beach and Mr. Dimas to work in Hazel Park Schools for a period of 5 years. If either administrator left the district prior to 5 years, then repayment would be made to the district for covering these costs of administrator certification.

Funding Source: General Fund. Approximate total cost is \$16,500. Ms. Beach is a cost of \$7,500 dollars. Mr. Dimas is a cost of \$9,000 dollars

Strategic Goal Alignment -

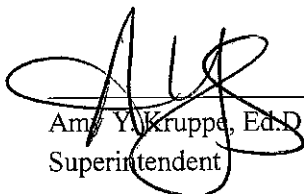
Resources: The Hazel Park School District will maximize its resources to assure high quality education by fostering financial stability, preserving and utilizing quality facilities, and integrating state-of-the-art technology.

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

Recommendation

That the Board of Education approve the reimbursement of administration costs for Ms. Beach at \$7,500 dollars and Mr. Dimas at a cost of \$9,000 dollars.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**


Amy Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Nick Nugent, Director of Human Resources
Subject: Increase in FTE of 3.0
Date: 9/16/2021

For the 2021-22 School year Administration is asking for an increase in the Teacher FTEs by 3.0. The need for these positions will be at Hazel Park High School and at Hazel Park Junior High School. The need is because the District is currently over the allotted amount of pupils and needs more sections to effectively, and safely educate students.

Funding Source: General Fund. Approximate cost of this addition at BA Step 5 with benefits and retirement would be \$259,619.

Strategic Goal Alignment -


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.

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

Recommendation

That the Board of Education approve an increase in Teacher FTE by 3.0 for the 2021-22 School year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Nick Nugent, Director of Human Resources
Subject: 2021-22 Nurse increase in 1.4 FTE
Date: 9/14/2021

Administration is looking to increase nursing positions by 1.4 FTE. Our current nurse FTE is 1.1 FTE. Nurses provide vital safety nets for the children of Hazel Park. With the increase in Delta Variant of the COVID 19 virus, our current nurses are doing just contact tracing in our schools. The new FTE is to alleviate the strain so that the nurses can also attend to the health plans required by our students in Hazel Park. Approximate cost of this addition at BA Step 5 with benefits and retirement would be \$132, 682 dollars and is predicated upon experience.

Funding Source: Grant Paid if funding is approved. General fund if grant is not approved. Approximate cost of this addition at BA Step 5 with benefits and retirement would be \$132, 682 dollars and is predicated on experience.

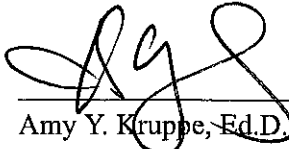
Goal Statement -

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.

Recommendation

That the Board of Education approve the increase of 1.4 FTE for nurses in the 2021-22 School year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Nick Nugent, Director of Human Resources
Subject: Substitute Teacher Rate increase to \$140 dollars per day
Date: 9/16/2021

For the 2021-22 School year Administration is asking to increase the daily rate for substitute teachers to \$140 dollars per day. The current daily rate for substitute teachers is \$120 dollars per day. Neighboring districts have increased their respective amount and many of our normal substitutes are heading to other districts for employment. The Administration believes that by raising the rate that Hazel Park will be able to have a healthy substitute teacher pool.

Funding Source: General Fund. Approximate cost of this additional increase would be \$35,000 dollars for the 2021-22 School year.

Strategic Goal Alignment

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.

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

Recommendation

That the Board of Education approve an increase in the Substitute teacher daily rate of pay to \$140 dollars for the 2021-22 School year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: After School Support
Date: September 16, 2021

The relationship between our community and the schools is of the utmost importance. There are two areas of concern that with a small adjustment could support our students in the community.

After school at the junior high many students go straight to the Scout Park instead of heading home. The general rule has been that students are to go home, then return. Given the amount of students and potential behaviors, I am asking for 1 extra hour for the security guard at the Junior high to walk along the junior high and Scout Park path. This would decline the amount of students potentially fighting.

At the end of the football and other late night activities I am requesting that a " campus monitor" stay until the last student leaves. This would make sure that students are picked up, have left the grounds and moved to going home. This would be reviewed after the basketball season to see if there has been an improvement in concerns after the games.

Funding Source: The cost would come out of the general fund. Staff members would be paid an additional hour of their regular pay.

Strategic Goal Alignment -

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.

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



**HAZEL PARK
SCHOOLS**

Recommendation

That the Board of Education approve the cost for additional after school security at the jr. high and high school, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

A handwritten signature in black ink, appearing to read 'Amy Y. Kruppe', written over a horizontal line.

Amy Y. Kruppe, Ed.D.
Superintendent



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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Access Academy Closure
Date: September 16, 2021

A. Sweet Services LLC the overseer of Access Academy has made the decision to close Access Academy. Students attending Access will be accommodated and placed at MCA (Michigan Cyber Academy). MCA is the partner school to Access and overseen by A & I Enterprises LLC. In order to close the school through the MSDS and CEPI (Center for Educational Performance and Information) the Board of Education must approve the closure.

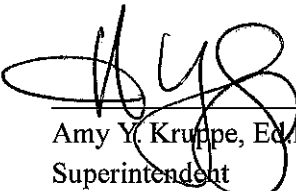
Funding Source: The loss of Access Academy will not have any financial impact to the district as MCA student enrollment has more than expanded to cover these students.

Strategic Goal Alignment -

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.

Recommendation
That the Board of Education approve the closure of Access Academy, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Jason Zirnis, Assistant Superintendent of Business and Operations
Subject: Open Enrollment 2022 Insurance Changes
Date: 9/18/2021

In preparation for healthcare open enrollment this year in conjunction with Union Contract negotiations we did a review of healthcare and supplemental insurance coverages. Based on this review we are proposing the following changes for the Boards review;

1. Unaffiliated and non-union employees to receive dental and vision coverage who are not currently receiving them (GSRP staff, security, substitutes who are currently eligible for healthcare).
2. Paraprofessionals to receive vision coverage.
3. GSRP staffing would be eligible for two person and family coverage.
4. HPASA and Central Office Directors will be offered MESSA ABC Healthcare (no additional cost to the District as premiums are already over the hardcap).

Total cost of the additional offering of supplemental insurance would be approximately \$36,000. The cost of offering GSRP staff receiving the option for 2 Person or family coverage will be partially offset by the increase in the per pupil funding for per child.

Funding Source: These costs would be incurred by the General Fund

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.



**HAZEL PARK
SCHOOLS**

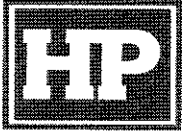
Recommendation

That the Board of Education approves the purchase of changes in staff insurance at an estimated cost of \$36,000.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent



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

To: Hazel Park Board of Education
From: Jason Zirnis, Assistant Superintendent of Business and Operations
Subject: Camera System RFI
Date: 9/18/2021

There have been issues surrounding the current camera systems where the pixelation or clarity of the image have prevented the District from identifying individuals in recent situations. Mr. Wilkins and I have received several quotes for the replacement of the current system and the quotes are all coming in well above the state bidding thresholds.

Based on the requirement to undertake an RFP or go through a Bid Consortium, we have been in contact with Brett Emerson at Comtech Designs to prepare a design for a new camera system that includes vape detectors at the High School, Jr High and Advantage restrooms. Mr. Emerson designed the security systems for Edison and the District wide door access control systems.

Mr. Emerson has recommended that in preparation for the design of the system and its capabilities we should release a Request For Information (RFI). The RFI would allow manufacturers to present their products and systems so we can assess what our system needs to encompass in order to ensure an accurate RFP is issued to solicit bids.

We are seeking the Boards approval to issue the RFI to develop the RFP for the camera and vape systems.


Funding Source: There is no cost to the District at this time

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.

Recommendation

That the Board of Education approves the Camera RFI

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Jason Zirnig, Assistant Superintendent of Business and Operations
Subject: Sneeze Shields
Date: 9/18/2021

The return from Covid conditions in the schools has caused an increase in the students over the prior year. Although we had purchased a small surplus of shields in the prior year, the surplus items have been allocated and there is a need for additional items at the elementary buildings and Jr High. We are requesting the Board approve the purchase of 170 Jr High shields from MRO Built for \$6,400 in addition to 300 shields for the elementary buildings at a price not to exceed \$16,800.

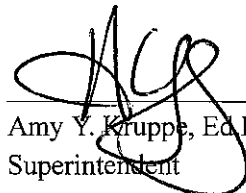
Funding Source: These costs would be ESSERS grant eligible expenses

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.

Recommendation

That the Board of Education approves the purchase of sneeze guards at a total cost of \$23,200.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Jason Zirnis, Assistant Superintendent of Business and Operations
Subject: Playground Mulch
Date: 9/18/2021

Prior to the start of school Mr. Richardson and I walked all the playgrounds to assess the condition of the equipment and the level of mulch after preventative maintenance by our grounds crew. Based on our review the United Oaks playground needed a significant refresher and in order to prepare it for the start of school we allocated all our remaining mulch on site to that location to ensure it could be used for the first day of school.

The other locations upon review were in very good shape but needed a refresh on the mulch to maintain proper depth. We contacted several vendors that supply the playground mulch and to adequately refresh the playgrounds to last throughout the year we are estimating just under 1,000 yards of mulch is required. We typically purchase 200-300 yards and distribute to the playgrounds when necessary several times a year. We are recommending a significant refresh this year with this installation to last through next summer with our preventative procedures to machine the mulch when needed.

	Mulch	Mulch and Installation
Superior Ground Cover		\$28,130
Brink Wood	\$17,809	\$28,712
The Fibar Group LLC	\$13,980	\$28 155

The three companies are very competitive in their pricing. I am asking for approval of up to \$28,130 to purchase mulch to supply Webb, Webster, Hoover and Hoover with mulch to ensure that we have adequate cover across all our fall and play areas. I am not recommending a specific vendor at this time as I have not begun the process of negotiating price.

The companies are able to begin the installation in early October if approved.





**HAZEL PARK
SCHOOLS**

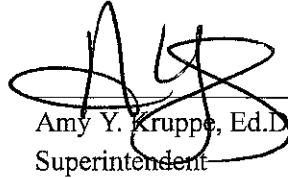
Funding Source: The funding for this expense will be charged to the General Fund.

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.

Recommendation

That the Board of Education approves the installation of playground mulch at all of our playgrounds at a cost not to exceed \$28130, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent



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www.hazelparkschools.org

To: Hazel Park Board of Education
From: Jason Zirnis, Assistant Superintendent of Business and Operations
Subject: Pool Surface Preparation
Date: 9/18/2021

After the removal of the pool membrane there were significant issues with the remaining mastic and debris on the existing tile. In order for the District to work through an RFP, it was determined through discussion with several tile companies that we completely remove the mastic through grinding the tile surface on our own prior to RFP release.

The attached quote was received from Empire Tile and Marble Company for \$24,480. The quote was to undertake the grinding of the tile down to accept the new tile. In review of the dimensions of the pool it was suggested that the tile on end walls of the pool tank be completely removed to ensure when new tile is added the competitive length is maintained.

Three other vendors were contacted for quotes, two of which did not have the availability to provide a quote and start the demolition and a third company did provide a quote which was \$39,403. The quote was very high, noting the current backlog in work and lack of staff.

We are seeking for Board approval for the work being undertaken at the pool in preparation for the retrofit of the pool in the amount not to exceed \$24,480

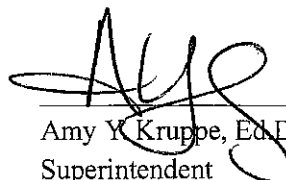
Funding Source: The funding for this expense will be charged to the Sinking Fund

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.

Recommendation

That the Board of Education approves the pool preparation for new tile at a cost of \$24,480

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent



Hazel Park City School District
 Enrollment Analysis
 Effective Date: 09/16/2021
 Printed: 9/16/2021 3:04 PM

School	(All)
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Count of Student		Grade																	Grand Total				
School Code	Track	-2	-1	0	1	2	3	4	5	6	7	8	9	10	11	12	AI	EA		HS	PH		
01611	21/22 INVEST													55	78	63	68						264
01611 Total														55	78	63	68						264
01616	21/22 HIGH SCHOOL													144	160	135	122						561
01616 Total														144	160	135	122						561
01753	21/22 HOOVER				49	49	49	44	43	40													274
	21/22 HOOVER ELEM VVA				1	3	3	4	4	4													19
01753 Total					50	52	52	48	47	44													293
02176	21/22 MICH CYBER ACD													20	45	74	208						347
02176 Total														20	45	74	208						347
02399	21/22 ALL YR JARDON		1	3	1	1	1	2		2	2	1		1	1				1	6		23	
	21/22 JARDON																			49		49	
02399 Total			1	3	1	1	1	2		2	2	1		1	1				1	55		72	
02954	21/22 VIKING VIRTUAL													10	15	34	76						135
02954 Total														10	15	34	76						135
04159	21/22 EDISON E							1	2	2	1												6
	21/22 EDISON H													8	5	6	8						27
	21/22 EDISON J											4	2	7									13
	21/22 EDISON PH																				7		7
04159 Total								1	2	2	5	2	7	8	5	6	8				7		53
04259	21/22 UNITED OAKS				72	50	49	44	56	51													322
	21/22 UNITED OAKS ELEM VVA				1	1		2	5	5													14
04259 Total					73	51	49	46	61	56													336
04422	21/22 WEBSTER CHILDHD		5		3																		8
	21/22 WEBSTER ECSE/EA		1		3	2				1		1		1		1		5	24	6			45
04422 Total			6		6	2				1		1		1		1		5	24	6			53
07829	21/22 ADVANTAGE											1		3	2	5	17	69					97
	21/22 ADVANTAGE E									1													1
	21/22 ADVANTAGE VVA													1	7	15	108						131
07829 Total										1	1		3	3	12	32	177						229
09372	21/22 JHS VVA											6	16	12									34
	21/22 JUNIOR HIGH											140	136	152									428
09372 Total												146	152	164									462
09429	21/22 WEBB				58	55	57	40	50	45													305
	21/22 WEBB ELEM VVA					3	5	1	5	1													15
09429 Total					58	58	62	41	55	46													320
Grand Total			7		9	184	162	164	136	167	150	154	157	175	241	316	346	659	5	24	7	62	3125

January	Board of Education Organizational Meeting Superintendent Self-Evaluation School Board Appreciation Month New Board Member Training (when applicable) Review Board of Education Code of Ethics (Policy 0144.2) Conduct and Operating Principles Approve Protocols of the Board Summer School proposal (*) Strategic plan update Approve committee dates / special meetings Review Policy 6423 ~ Use of Debit/Credit Cards
February	STEAM Implementation or Update Report Review three year plans (technology, Facilities, financial project, Food, Communication, Curriculum) Review count day enrollment Oakland Schools Outstanding Teacher of the Year (*) 1st Semester Attendance Presentation I-Ready / Data Presentation (*) Superintendent Evaluation Check In
March	Present staffing approval for next school year (*) Renew Food Service Contract (*) Support Person of the Year (*) Budget Amendment/tentative / Review budget for next school year.
April	Act on non-renewal for staff for next school year (*) Renew Administrative Contracts Museum contract Resolution for Teacher Appreciation Strategic Plan update School Year Calendar (*)
May	Staff Appreciation Retiree Celebration Resolution to Approve/Disapprove Oakland ISD Budget PBIS Update Board Self-Evaluation shared Debt levy to Board for Approval (L-4029) ADK Appreciation Student Handbook/ Athletic Handbook /EL Handbook Course Handbook Update Superintendent evaluation meeting
June	Budget Presentation Approval of Budgets Approval of Tax Rate Requests Approval of Resolution authorizing State Aid Notes MHSAA Resolution Review Board Self assessment 2nd Semester Attendance Presentation

	Superintendent Evaluation Final: approved
July	Annual School Bond Loan Activity Resolution (due 8/1) Strategic Plan update /refresh Superintendent Evaluation Goal Setting Approval of Alternative Ed waiver applications (*)
August	Board Goals Vote on OCSBA Bylaws/Resolutions when applicable
September	MStep Summer School Update Teacher Tenure list Course Handbook Update New Staff Introduction AP Testing Students Celebrating District Improvement Plan
October	Audit Presentation and Approval Review Sinking fund Plan National Principals Month Strategic plan update Superintendent Check in
November	I-Ready / Data (*) Receive Student Count update Proposal for next school year new courses Budget Amendment
December	Superintendent Evaluation Formal Check in Choose Additional Factors for new evaluation period PBIS School of Choice Resolution Approve Sinking fund projects for BID.

Bold = Presentation month will be confirmed by the Business Office.

***= covid changes**

2022 Strategic Plan



CURRICULUM & INSTRUCTION

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 1	Objective	Who	Data	Update
A	During the fall of the 2021-2022 school year, complete an equity audit.	DEI Team, Cabinet, Adcouncil	Hanover Research equity Audit	
B	During the winter of the 2021-2022 school year the equity audit will be analyzed and shared with staff, parents, Board and community.	Administration, DEI Team	Hanover study group equity audit/ equity survey	
C	During the spring of the 2021-2022 school year an DEI plan will be presented with goals aligning to the data of the equity audit.		Equity audit/ survey	
D	Develop and update a comprehensive data dashboard to analyze student performance in the area of Math and reading and non-academic assessments measuring growth.	Central Office, Building Administrators	Academic and non-academic data (i-Ready, Eidex and EVAAS, State Assessment, SWMS, PBIS), MTSS Impact meetings	
E	Collect and analyze data to drive instruction and learning (internal and external stakeholders, including students) to develop focus areas of instruction/SEL.	Central Office, Building Administrators, Teachers, and Support Staff	Academic and Non-Academic Data (Interim and Summative Assessments, i-Ready Diagnostic and Growth Monitoring Assessments, State Assessment, SWMS and PBIS) MTSS Impact meetings	
F	Engage in collaborative, reflective practices to enhance instruction and increase student growth and achievement by monthly meetings to assess district data.	Central Office, Building Administrators, Teachers	District Leadership Team, Building Leadership Team (Formally BN), PBIS School Leadership Teams, Coaching Mentoring new staff, grade level data meetings, voluntary PD/coaching, use of common data protocol (district problem solving driver). Proof of monthly meetings.	

2022 Strategic Plan



CURRICULUM & INSTRUCTION

G	Engage in collaborative, reflective practices to increase student growth data by engaging the Board of Education in a data retreat by the end of the 2022 school year.		Workshops with the Board of Education on data collection and data trends.	
H	Establish a culture that promotes student-centered learning through professional learning and coaching.	Central Office, Building Administrators, Teachers, and Support Staff	Attendance at DPPD and voluntary PD, PD survey and administrative feedback	
I	Increase teacher relationships which fosters student engagement and ownership of learning by assessing current engagement of students.	Central Office, Building Administrators, Teachers, and Support Staff	Evaluation Tools, surveys	
J	Develop increased use of instructional technology to enhance and extend student learning opportunities.	Central Office, Building Administrators, Teachers, Technology Department	Danielson observation data Google classroom, curriculum resources have online components that are flexible and can be differentiated, Zoom, Screencastify, PearDeck, Jamboard	
K	Create opportunities for students to think innovatively, explore real-world issues and problems, and engage in creative problem-solving through project-based learning.	Central Office, Building Administrators, Teachers	Danielson observation data Field trips(Virtual field trips), after school groups, virtual experiences (yoga, meditation), Mindfulness activities, problem solving training; PBL cohort	

2022 Strategic Plan



CURRICULUM & INSTRUCTION

L	Provide multiple learning and career and/or college readiness pathways by increasing preparation activities in the district.	Central Office, Building Administrators	School schedules/class offerings, post-secondary scholarships and funding Promise Zone, college advisor, partnership with TRIO, CTE classes	
M	Review, analyze, and implement best practices for the advancement of special education programming by providing professional development in special education for all staff and families.	Central Office, Building Administrators, Teachers, and support staff	Student schedules, staff training, achievement data, SWIS data, SEAOC, elementary and secondary special education supervisors	
N	Provide comprehensive opportunities for staff to increase their understanding and implementation of the Essential Literacy Practices, through the Hazel Park Instructional Framework in order to increase the percentage of K-8 students scoring on or above grade level in reading (as measured by the i-Ready diagnostic) by 10% by June 2022.			
O	Increase the number of MTSS teachers in grades K-8 in order to increase the percentage of K-8 students scoring on or above grade level in reading (as measured by the i-Ready diagnostic) by 10% by June 2022.			
P	Provide comprehensive opportunities for staff to increase their knowledge, skills, and understandings of high-quality math instruction in order to increase the percentage of K-8 students scoring on or above grade level in math (as measured by the i-Ready diagnostic) by 10% by June 2022.			
Q	Increase the number of MTSS teachers in grades K-8, in order to increase the percentage of K-8 students scoring on or above grade level in math (as measured by the i-Ready diagnostic) by 10% by June 2022.			

2022 Strategic Plan



CURRICULUM & INSTRUCTION

R	Provide opportunities for teachers to expand instructional strategies to include disciplinary literacy and the 8 mathematical practices to improve ERW and Math scores on the PSAT and SAT for all student populations by 5% by June 2022.			
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CLIMATE & CULTURE

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.

Goal 2	Objective	Who	Data	Update
A	Foster social emotional wellness in the HP staff by implementing daily and monthly strategies from positive psychology work.	HP staff, Administrative Team	Survey, advisory, stories of examples in the school environment	
B	To work with AASA/MDE/Hanover to develop a SEL plan for the District by the spring of 2022.	SEL Leadership Team/Admin Team/Moving Forward Committee		
C	Increase staff attendance from pre pandemic numbers by 5% by the spring of 2022.			
D	Increase student attendance that are referred to Graduation Alliance by 5% by the spring of 2022.	Central Office, Building Administrators, Teachers, Students and Support Staff	MiStar and AESOP attendance data, P2P initiatives, Youth Assistance Referrals, home visits, utilize community aide representative, P2P make calls and contacts	

2022 Strategic Plan



CLIMATE & CULTURE

E	Increase understanding of Diversity Equity and inclusion of all staff by the spring of 2022 through professional development to the entire staff.	Central Office, Building Administrators, Teachers, School Board	Attendance at DPPD and voluntary PD; Book studies	
F	Identify, implement and track the effectiveness of the Multi-Tiered System of Support. (MTSS) by sharing data of students who are served while demonstrating an increase in performance of students.	Central Office, Building Administrators, Teachers	Identification (SRSS survey), implementation and tracking data through - SWIS, SRSS, attendance data, ISF (PBIS intervention) More people resources to do effectively	
G	Provide staff opportunities to understand Trauma by providing at least 3 staff development opportunities and weekly updates in the newsletter of examples.	Central Office; Hoover and Certified Trauma trainers; Staff through PD	Attendance at DPPD and voluntary PD	
H	Increase in the inclusionary practices for special education students moving toward the advancement of learning by developing a plan that addresses the LRE level of the district by the spring of 2022.	Central Office, Building Administration, Teachers, and Support Staff	Student schedules, staff training, achievement data, SWIS data	

2022 Strategic Plan



RESOURCES

Goal Statement: 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.

Goal 3	Objective	Who	Data	Update
A	Increase our fund balance in small increments within the next three years - Fund balance policy 2022 = 10% Fund balance = floor of 10% tops of 15%.	Adcouncil, Cabinet, District Leadership Team	Annual Budgets, Forecasts, Enrollment and Audits	
B	Develop a comprehensive list of onboarding information, materials and resources that new staff will receive in each employment area.	Adcouncil, District Leadership Team, Cabinet	Onboarding checklist	
C	Assess new staff on boarding process and transition to the district to improve staff satisfaction.	District Leadership Team, Cabinet, Adcouncil	Perception Survey (Feedback from users)	
D	Institute safety training to align with HP EOPs and update EOPs annually.	Adcouncil, District Leadership Team, Building Leadership Team, SRO	Updated EOP, Training evaluation, safety drill effectiveness	

2022 Strategic Plan



COMMUNITY RELATIONS

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

Goal 4	Objective	Who	Data	Update
A	Increase family and community participation through developing a baseline of participation for the 2021-2022 school year.	Adcouncil, Teachers, Support Staff, PTA		
B	Develop a family and community engagement plan by the spring of 2022.			
C	Encourage staff participation in school and community events by developing two new events.	Teachers, Support Staff	Attendance data from family events, Danielson Domain 4 evidence	
D	Increase by 2 partnerships and programs with community businesses and universities with a focus on student programming.	Adcouncil, Pathways to Potential Coaches, HS Counselors and College Advisors	Worksite agreements; Dual enrollment; Chrysler program; Community Engagement Committee meeting agenda/minutes; Job Postings through Universities Big Green Gardens, Gleaners, Local Church support	
E	Develop a communication plan by the winter of 2021.	Communications Director/Cabinet		
F	Increase the graduation rate at the high school from 80% to 84%.	Adcouncil, Teachers, Support Staff	Graduation Rates; Early warning system, SRSS identification from PBIS surveys	
G	Increase the graduation rate at VVA from 40% to 65%.			