HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

Amy Kruppe, Ed.D.
Superintendent

Ford Administration
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Agenda
Regular Meeting
Ford Administration Building
1620 E Elza Avenue
Hazel Park, MI 48030
April 21, 2025
6:00 PM

LOCATION AND FORMAT: The meeting will be held at the Ford Administration Building, 1620 E Elza Hazel Park, Michigan. It will be live-streamed on YouTube. Members of the public wishing to speak during the public comment portion of the meeting may do so in-person or by emailing Board President, Beverly Hinton, prior to the meeting at beverly.hinton@myhpsd.org.

CALL TO ORDER
ROLL CALL
PLEDGE OF ALLEGIANCE
APPROVAL OF THE AGENDA (ACTION ITEM)
SPECIAL ORDER OF BUSINESS

A. Student of the Month
B. Junior High Representative
C. High School Representative
D. Support Person of the Year

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 five (5) minutes and participants must identify themselves by name and address.

CONSENT AGENDA (Action Items)

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
a. 03.17.2025 Board of Education Regular Meeting - Unofficial Minutes 5

b. 03.20.2025 Board of Education Special Meeting - Unofficial Minutes 10
1. *03.20.2025 Regular Board of Education Closed Session Minutes
c. 04.07.2025 Board of Education Workshop Meeting - Unofficial Minutes 14
2) Committee Meetings
a. 04.14.2025 Board of Education Committee of the Whole Meeting - Unofficial Minutes 15
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UNFINISHED BUSINESS

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A. Teacher Appreciation Resolution (Action Item) 241
B. 2nd Amended Budget 2024-2025 (Action Item) 242
C. Oakland School FY2026 Budget (Action Item) 250
D. 2025-2026 Certified Staffing (Action Item) 372
E. 2025-2026 Uncertified Staffing (Action Item) 374
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G. Licensed Practical Nurse for Webster (Action Item) 377
H. Director of Technology Contract (Action Item) 378
I. Hazel Park Junior High Principal Contract (Action Item) 379
J. Director of Communications Contract (Action Item) 380
K. Hazel Park High School Assistant Principal Contract (Action Item) 381
L. Webb Elementary Principal Contract (Action Item) 382
M. Hoover Elementary Principal Contract (Action Item) 383
N. Hazel Park High School Assistant Principal Contract (Action Item) 384
O. Supervisor of Transportation Contract (Action Item) 385
P. Supervisor of Maintenance & Custodial Contract (Action Item) 386
Q. Supervisor of Special Education Contract for Jardon (Action Item) 387
R. Supervisor of K-12 Teaching & Learning Contract (Action Item) 388
S. Director of Community Schools Contract (Action Item) 389
T. Advantage Alternative Principal Contract (Action Item) 390
U. Supervisor of Student Services Contract (Action Item) 391
V. Director of Human Resources Contract (Action Item) 392
W. United Oaks Elementary Principal Contract (Action Item) 393
X. Executive Director of Student Services Contract (Action Item) 394

Y. Supervisor of Special Education Contract for Edison (Action Item) 395
Z. Assistant Superintendent of Business & Operations Contract (Action Item) 396
AA. Dean of Students Advantage Alternative Contract (Action Item) 397
BB. Dean of Students Hazel Park Junior High Contract (Action Item) 398
CC. Hazel Park Junior High Assistant Principal Contract (Action Item) 399
DD. Assistant Superintendent of Teaching & Learning Contract (Action Item) 400
EE. District Counsel Contract (Action Item) 401
FF. Webster Early Childhood Center Principal Contract (Action Item) 402
GG. Director of Business Contract (Action Item) 403
HH. Administrative Sick Time Payout (Action Item) 404
II. Business Office Assistance (Action Item) 406
JJ. 2025-26 Museum Contract (Action Item) 407
KK. Hazel Park Junior High Communication Devices (Action Item) 408
LL. Jardon Extended School Year (Action Item) 409
MM. Athletic Uniforms - Football (Action item) 410
NN. 2025-26 School Year Calendars (Action Item) 422
OO. Hazel Park Dance Team (Action Item) 430
PP. Section 14. Use of Seclusion or Restraint - Additional Language (First Reading) (Action Item) 431
QQ. Michigan Virtual Charter Academy (MVCA) Board Member Reappointment (Action Item) 432
RR. Freedom of Information Act (FOIA) (Informational Item) 433
SS. Student Discipline (Action Item) 452
TT. Board Training (Action Item) 453

SUPERINTENDENT REPORT

A. Enrollment 454
B. Fundraisers 456

REQUESTS FOR FUTURE AGENDA ITEMS

CALENDAR DATES

PUBLIC COMMENT

During this portion of public comment, each statement made by a participant shall be limited to three (3) 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

SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MICHIGAN
REGULAR MEETING

CALL TO ORDER

The Regular Meeting of the Hazel Park Board of Education was held at the Ford Administration on March 17, 2025 and was called to order by President Hinton at 6:00 PM.

ROLL CALL

Members Present:	Beaton, Fox, Laframboise, Rattee, Hinton
Members Absent:	Becker, Fortress
Others Present:	Cost, Dulmage, Cales, Papasian

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA (Action Item)

Moved by Laframboise, supported by Beaton, that the Board of Education approve the Agenda, as written.

Discussion The Board of Education approved the agenda.

Roll Call Vote

Yeas: Laframboise, Beaton, Fox, Rattee, Hinton

Nays:

Motion carried.

SPECIAL ORDER OF BUSINESS

A. Student of the Month
   The Board of Education recognized students across the district as they were recognized for their Student of the Month selection.
B. Financial Presentation
   Mrs. Papasian shared an update to the Board of Education on the financial status of the district as we move forward.

PUBLIC COMMENT

Corri Nastasi Webb Elementary Principal	Emphasized Dr. Kruppe's strong presence and how the absence of her presence impacts the district, noting her dedication and integrity. Concerns were raised that the investigation may stem from personal conflicts rather than wrongdoing. A quick resolution was urged to keep the district focused on progress.
Jennifer Jackson 139 W Robert Ave	Thanked responders for handling the February 27 firearm incident. She questioned security measures, the timeline of events, and recent board decisions on safety. She criticized the delayed use of metal detectors and district spending. She stressed the need for accountability and student safety.

Gloria Cunningham 23028 Couzens Ave Hazel Park	Lifelong Hazel Park resident with long standing family ties to the district stated her granddaughter left Hazel Park High due to safety and academic concerns. She criticized the school's decline and lack of administrative response. Frustrated and saddened, she urged the board to take action.
Emily Allgeyer 353 Elmhurst Highland Park MI 48203	Criticized the district's lack of communication and security after the firearm incident. She stressed the need for better safety measures and accountability. Citing past school tragedies, she demanded action and a response from leadership.
Ryann Voss 803 E Meyers	Concerns of board members unlawfully accessing confidential records, which she claims created a hostile work environment and led to civil rights and FERPA complaints. He stated that over $100,000 has been wasted and called for an independent investigation and corrective action to restore trust in the district.

CONSENT AGENDA (Action Items)

A. Approval of Minutes
  1) Board Meetings
    a. 1.27.2025 Board of Education Regular Meeting
      i. *1.27.2025 Board of Education Regular Meeting - Closed Session
    b. 02.25.2025 Board of Education Regular Meeting
      i. *2.25.2025 Board of Education Regular Meeting - Closed Session Minutes
    c. 03.03.2-25 Board of Education Workshop Meeting
  2) Committee Meetings
    a. 03.10.2025 Board of Education Committee of the Whole Meeting - Unofficial Minutes
      i. *1.13.2025 Board of Education Regular Meeting - Closed Session Minutes
    b. 02.10.2025 Board of Education Committee of the Whole Meeting
B. Monthly Financial Reports
~~C. Personnel Recommendations~~
D. Conference Requests (under $500)

Moved by Laframboise, supported by Fox, that the Board of Education approve the consent agenda, as written.

Amended Motion: Moved by Laframboise, supported by Fox, that the Board of Education approve the consent agenda, with removal of Personnel to add to New Business, as Item I.

Discussion The Board of Education approved the agenda with the removal of the Personnel Report to add it to New Business as item I.

Roll Call Vote

Yeas: Laframboise, Fox, Beaton, Rattee, Hinton
Nays:

Motion carried.

UNFINISHED BUSINESS

A. Board Protocol (Action Item)

Moved by Laframboise,, supported by Beaton, that the Board of Education approve the Board Protocols, as written.
Discussion
Roll Call Vote
Yeas: Laframboise, Beaton, Fox, Rattee, Hinton
Nays:
Motion carried.

NEW BUSINESS

A. Staffing Proposal (Informational Item)

Discussion: The Board of Education discussed having an outside organization come in to analyze the staff at the request of President Hinton. The cost associated with the analytical report is $40,000 - $45,000.

B. Michigan Virtual Charter Academy (MVCA) Board Member (Action Item)

Moved by Beaton, supported by Rattee, that the Board of Education approve the appointment of the Michigan Virtual Charter Academy Board Member, as presented.
Discussion The Board of Education approved the appointment of the MVCA Board Member.
Roll Call Vote
Yeas: Beaton, Rattee, Fox, Laframboise, Hinton
Nays:
Motion carried.

C. 2025-2026 Handbooks (Action Item)

Moved by Laframboise, supported by Beaton, that the Board of Education approve the 2025-2026 Handbooks, as presented.
Amended motion: Moved by Laframboise, supported by Beaton, that the Board of Education approve the 2025-2026 Handbooks, with the exclusion of the Student Handbook.
Discussion The Board of Education approved the handbooks with the exclusion of the Student Handbook, as it will be brought back to the Committee of the Whole allowing for time to review the many updates.
Roll Call Vote
Yeas: Laframboise, Beaton, Fox, Rattee, Hinton
Nays:
Motion carried.

D. Administrative Sick Time Payout (Action Item)

Moved by Beaton, supported by Fox, that the Board of Education approve the Administrative Sick Time Payout, as presented.
Discussion The Board of Education approved the Administrative Sick Time Payout.
Roll Call Vote
Yeas: Beaton, Fox, Laframboise, Rattee, Hinton
Nays:
Motion carried.

E. Board Training (Action Item)

Moved by Rattee, supported by Beaton, that the Board of Education approve the Board Training, as presented.

Discussion The Board of Education approved training for the members of the Board.

Roll Call Vote

Yeas: Rattee, Beaton, Fox, Laframboise, Hinton
Nays:

Motion carried.

F. Conferences (Over $500) (Action Item)

Moved by Beaton, supported by Rattee, that the Board of Education approve the Conferences over $500, as presented.

Discussion The Board of Education approved the conferences that are over $500 due to the conference having a full reimbursement for the district.

Roll Call Vote

Yeas: Beaton, Fox, Laframboise, Hinton
Nays:
Abstain: Rattee

Motion carried.

G. Student Discipline (Action Item)

Moved by Rattee, supported by Laframboise, that the Board of Education approve the Student Discipline, as presented.

Discussion The Board of Education approved the student discipline.

Roll Call Vote

Yeas: Rattee, Laframboise, Beaton, Fox, Hinton
Nays:

Motion carried.

H. Freedom of Information Act (FOIA) (Informational Item)

Discussion The FOIA's received by the district were shared with the Board of Education.

I. Personnel

Moved by Laframboise, supported by Beaton, that the Board of Education approve the Personnel Report, as presented.

Discussion The Board of Education approved the personnel report.

Roll Call Vote

Yeas: Rattee, Laframboise, Beaton, Fox,
Nays: Hinton

Motion carried.

SUPERINTENDENT REPORT

A. Enrollment
B. Fundraisers

REQUESTS FOR FUTURE AGENDA ITEMS

1. Cognia Update
2. Portrait of a Learner Update
3. Assessment of Building Update

PUBLIC COMMENT - None

CALENDAR DATES

BOARD MEMBER AND ADMINISTRATION COMMENTS

Monica Rattee, Trustee	This morning, I enjoyed reading to the kids at Webster—it was fun seeing them engage with the story. Thanks to everyone who helped with Webb's pool party, especially Coach Joe and Coach Garrett. Kudos to the drama team for a great play! I'm excited for spring sports and appreciate those who spoke during public comment—your voices are heard.
April Beaton, Trustee	Thank you to everyone who shared their concerns today—your voices are heard. I encourage you to attend Thursday's meeting for updates on the investigation, though part may be in closed session. There's a lot happening in the district, from the play and spring sports to band competitions. If you haven't read at Webster yet, March isn't over—it's a great experience! Happy St. Patrick's Day—go green.
Deborah Laframboise, Vice President	Go White! Monica covered most of what I wanted to say, but I appreciate everyone who spoke and congratulations to the Students of the Month. I also enjoyed the play—my grandkids loved it, and we even had to move so one of them could dance in the aisle.
Darrin Fox, Secretary	None
Catherine Cost, Interim Superintendent	Last week was full of audits, and I want to thank Dr. Papasian-Broadwell and Mr. Knoblock for successfully handling an Oakland Schools audit, as well as Dr. Dulmage for her excellent work on a thorough Title III review. Kudos also to board members taking MASB classes—Monica Rattee has completed Level 1 and Level 2, while Deborah Laframboise and Beverly Hinton have reached Level 3. Thank you for being learners.
Beverly Hinton, President	Our Junior High aerial drone team earned a spot at the North Central Aerial Drone Championship—an incredible achievement! We also attended the State of the Cities event, featuring a drone demonstration. Congrats to Donald McGinnis on being named MAC Silver Division Coach of the Year. Regarding the investigation, a closed session Thursday will provide updates. The first bill is $3,265, not $100,000 as stated. Thanks to our staff for their dedication!

Adjournment

Moved and supported that the meeting be adjourned at 7:11pm.

Unanimous Approval.

SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI
BOARD OF EDUCATION WORKSHOP
March 20, 2025 5:30 PM

CALL TO ORDER

The Workshop Meeting of the Hazel Park Board of Education was held on March 20, 2025 and was called to order by President Hinton at 5:30 p.m.

ROLL CALL

Members Present: Beaton, Becker, Fortress, Fox, Laframboise, Rattee, Hinton
Members Absent:
Others Present: Cales

APPROVAL OF THE AGENDA (ACTION ITEM)

Moved by Fortress, supported by Laframboise, that the Board of Education approve the agenda with the exception of moving the Closed Session after public comment and before new business..

Discussion
Roll Call Vote
Yeas: Fortress, Laframboise, Beaton, Becker, Fox, Rattee, Hinton
Nays:
Motion carried.

PUBLIC COMMENT

Jennifer Jackson 139 W Robert Ave	Jennifer Jackson spoke about legal protections against workplace retaliation in Michigan. She emphasized that employees are protected when reporting discrimination or illegal activity. She encouraged staff to speak up, noting that the law is on their side.

CLOSED SESSION

A. Motion to recess into closed session 8(1)(h) to consider material exempt from discussion or disclosure by state or federal statute - attorney client privilege.

Moved by Fortress, supported by Laframboise, that the Board of Education recess into closed session 8(1)(h) to consider material exempt from discussion or disclosure by state or federal statute - attorney client privilege.

Discussion A board member raised two main issues before entering closed session: lack of updates from the board attorney since January 27 and concerns about employee discipline. They questioned whether the attorney's invoices and related expenses—public finance matters—should be discussed in open session. The board had received an employee's request for a closed session to address potential retaliatory discipline, and the member asked whether that needed a separate motion. The board attorney clarified that the current motion for a closed session (under OMA section 8.1.h) must be handled first, and the second request (under section 8.1.a) could be addressed separately at the board's discretion, even within the same meeting.

Roll Call Vote

Yeas: Fortress, Laframboise, Beaton, Becker, Fox, Rattee, Hinton
Nays:

Motion carried.

Recessed to closed session 5:46pm

Returned to open session 6:28pm

Roll Call Vote

Yeas: Beaton, Rattee, Fortress, Laframboise, Becker, Fox, Hinton
Nays:

Motion carried.

NEW BUSINESS

A. Board Investigation

Moved by Fortress, supported by Rattee, that the Board of Education approve the appointment of Allen Law group to investigate alleged board policy violations involving board matters, the board also approved the Allen law group $250 per hour rate to perform the fact finding investigation with a cap of $7,500.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Laframboise, Beaton, Becker, Fox, Hinton
Nays:

Motion carried.

B. District Counsel (Informational Item)

Discussion: The board discussed whether to renew or revise the contract of the interim athletic director who also serves as in-house legal counsel. Some questioned if his legal role had officially ended and raised concerns about costs. Others suggested expanding his duties and reviewing his original hiring. The board attorney said next steps depend on the contract and whether it falls under state law requiring formal non-renewal procedures.

C. Staffing Analysis Proposal (Informational Item)

Discussion: The board discussed a proposed $45,000 contract for a comprehensive staffing and operations analysis. Some members saw it as a proactive investment—comparable to a past energy audit—to identify cost-saving opportunities and areas for improvement. Others expressed concern about the timing, citing pending state and federal funding changes and a desire to wait for more clarity from the Michigan Department of Education. While the analysis would take 14–16 weeks and wouldn't impact decisions until next year, some preferred relying on current administrators' knowledge instead of paying outside consultants.

D. Athletic Director Posting (Informational Item)

Discussion: The board discussed confusion over a job posting that used both “athletic director” and “activities director.” Some members questioned the mixed wording, especially after approving extra pay for high school sports duties. It was suggested that “activities” might refer to elementary-level programs.

~~**CLOSED SESSION**~~

~~B. Motion to recess into closed session 8(1)(h) to consider material exempt from discussion or disclosure by state or federal statute - attorney client privilege.~~

~~Moved by ___, supported by ____, that the Board of Education recess into closed session 8(1)(h) to consider material exempt from discussion or disclosure by state or federal statute - attorney client privilege.~~

~~Discussion~~

~~Roll Call Vote~~

~~Yeas: Beaton, Becker, Fortress, Fox, Laframboise, Rattee, Hinton~~

~~Nays:~~

~~Motion carried/failed.~~

~~The Board of Education recessed into closed session at _____pm.~~

~~Moved by ___, supported by ____, that the Board of Education return to open session.~~

~~Discussion~~

~~Roll Call Vote~~

~~Yeas: Beaton, Becker, Fortress, Fox, Laframboise, Rattee, Hinton~~

~~Nays:~~

~~Motion carried/failed.~~

~~The Board of Education returned to open session at _____pm.~~

PUBLIC COMMENT

Ryann Voss
803 E Meyers

Thank you.

BOARD MEMBER AND ADMINISTRATION COMMENTS

Moved and supported that the meeting be adjourned by 7:07pm..

Unanimous approval.

SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI
BOARD OF EDUCATION WORKSHOP
April 7, 2025 5:30 PM

CALL TO ORDER

The Workshop Meeting of the Hazel Park Board of Education was held on April 7, 2025 and was called to order by President Hinton at 5:37 p.m.

ROLL CALL

Members Present: Beaton, Becker, Fortress, Fox, Laframboise, Rattee, Hinton
Members Absent:
Others Present: Cales

APPROVAL OF THE AGENDA (ACTION ITEM)

Moved by Fortress, supported by Beaton, that the Board of Education approve the agenda as written.

Discussion
Roll Call Vote
Yeas: Fortress, Beaton, Becker, Fox, Laframboise, Rattee, Hinton
Nays:
Motion carried.

PUBLIC COMMENT None

NEW BUSINESS

A. Therapy Dog Policy

Discussion: The Board deliberated on the Therapy Dog Policy. Trustee Fox suggested that Board Members work on updating the policy and bring a revised version back to the Committee of the Whole for further review.

B. Policy Discussion

Discussion: The policy discussion continued as the Board deliberated on whether to maintain the current policies or adopt an alternative version. Ms. Cales will provide a compiled list of policies from other Oakland County districts for comparison. The Board also requested that the most recent policy update be resent for their review.

BOARD MEMBER AND ADMINISTRATION COMMENTS

Moved and supported that the meeting be adjourned by 6:28pm.

Unanimous approval.

SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI
COMMITTEE OF THE WHOLE MEETING
April 14, 2025 5:30 PM

CALL TO ORDER

The Committee of the Whole Meeting of the Hazel Park Board of Education was held on April 14, 2025 and was called to order by President Hinton at 5:30 p.m.

ROLL CALL

Members Present: Beaton, Becker, Fortress, Fox, Laframboise, Rattee, Hinton
Members Absent:
Others Present: Dr. Cost, Kristy Cales, Monica Papasian, Dr Dulmage

APPROVAL OF THE AGENDA (ACTION ITEM)

Moved by Fortress, supported by Beaton, that the Board of Education approve the agenda as written.

Discussion

Roll Call Vote

Yeas: Fortress, Beaton, Becker, Fox, Laframboise, Rattee, Hinton
Nays:

Motion carried.

PUBLIC COMMENT

Dana Richardson
23457 Tawas

Dana Richardson, director of the Hazel Park dance teams, thanked the board for supporting the program's growth and requested that 12 out-of-district families are allowed to remain in the dance program. She shared a parent's message about the program's positive impact, especially on a child who found healing and confidence through the team. Richardson clarified that out-of-district dancers have never displaced in-district ones and that their participation doesn't increase costs. She also celebrated recent team achievements and praised her dedicated coaching staff, all of whom are Hazel Park graduates.

Don McGinnis 1309 E Granet	Mr. McGinnis, a parent, volunteer, and wrestling coach, addressed the board to express his support for a Hazel Park High School senior who has been involved with the Junior Vikings program. The student is currently struggling after an incident at school and Mr. McGinnis is advocating for his return. While not providing specific details, he emphasized his personal commitment to the student and stated he would fully vouch for him.

CLOSED SESSION

A. Motion to recess into closed session under Section 8 (1)(b) to consider the dismissal, suspension or disciplining of a student if the public body is part of the school district, intermediate school district, or institution of higher education that the student is attending, and if the student or the student's parent or guardian requests a closed hearing.

Moved by Laframboise, supported by Fox, that the Board of Education approve to recess into closed session under Section 8(1)(b) to consider the dismissal, suspension or disciplining of a student if the public body is part of the school district, intermediate school district, or institution of higher education that the student is attending, and if the student or the student's parent or guardian requests a closed hearing.

Discussion

Roll Call Vote

Yeas: Laframboise, Fox, Beaton, Becker, Fortress, Rattee, Hinton
Nays:

Motion carried

Adjourned to closed session 5:38pm

Moved by Rattee, supported by Fox, that the Board of Education return to open session.

Discussion

Roll Call Vote

Yeas: Rattee, Fox, Beaton, Becker, Fortress, Laframboise, Hinton
Nays:

Motion carried.

Returned to open session 6:36 pm

Moved by Fox, supported by Laframboise, that the Board of Education approve to uphold the Administrative decision to change academic placement of student.

Discussion

Roll Call Vote

Yeas: Fox, Laframboise, Beaton, Becker, Rattee
Nays: Fortress, Hinton

Motion carried.

NEW BUSINESS

A. PERSONNEL

1) Administrator Contracts

Discussion: Board members discussed several administrative contract details, including correcting typos and inconsistencies in file names and dates, such as Mr. Wilkins' contract, which should state 2025–2027. They confirmed that all building administrators have the proper certification or are within the allowable time frame to obtain it under MDE guidelines. There was concern raised about salary discrepancies, particularly regarding Charles' lower salary, with a request to compare it with similar roles in other districts, though no salary changes will be made until after the next audit. Members also discussed the timing of contract extensions, suggesting only one-year renewals for administrators who have not yet completed a full year. The board suggested moving this item forward to the regular meeting for a vote.

2) Additional Paraprofessional - United Oaks Elementary School

Discussion: The board discussed the addition of a paraprofessional at United Oaks Elementary. It was clarified that the position will be funded through the general fund, even though the paraprofessional will support a special education student. The support is required by the student's IEP, which mandates the staffing. There were no further questions or objections. The board suggested moving this item forward to the regular meeting for a vote.

3) Licensed Practical Nurse for Webster

Discussion: The board discussed hiring a Licensed Practical Nurse (LPN) for Webster due to significant student health needs outlined in IEPs, for student conditions which require constant supervision. The position will be funded through the general fund, and existing district nurses cannot be reassigned due to their current responsibilities across the district. The LPN will also support other general health needs at Webster, not just specific students. A rate of pay has not yet been finalized, but administration will bring a recommendation to the board by Monday. The board suggested moving this item forward to the regular meeting for a vote.

4) Administrative Sick Time Payout

Discussion: The board discussed a proposed sick time payout for a central office administrator who previously worked as a building administrator, similar to a policy approved for other administrators. Since this individual transitioned to central office in 2017, the payout would be based on their salary at that time, not their current rate. This move aims to ensure consistency and fairness, even though the administrator is not planning to retire in the immediate future. Only one person currently qualifies for this adjustment, as others do not meet the criteria or would not receive a higher payout under existing caps. The board suggested moving this item forward to the regular meeting for a vote.

B. POLICY

1) Section 14. Use of Seclusion or Restraint - Additional Language

Discussion: The board discussed updates to the district's seclusion and restraint policy, led by Kevin Knoblock, Supervisor of Student Services. A committee of stakeholders, including parents and advocates, reviewed the policy and recommended clarifying that emergency seclusion and restraint should only be used when there is an imminent threat to a student or others. The proposed changes are minimal, adding just two bullet points, and the rest of the policy remains unchanged. The board agreed to present the full policy with clearly marked updates for a first read at the next meeting.

2) Therapy Dog Updates

Discussion: This item was tabled until during the agenda approval.

C. BUILDINGS & GROUNDS

1) Longfellow Update

Discussion: Progress at Longfellow continues with strong collaboration between contractors and Greg's team, allowing for efficient repairs and improvements. Old or damaged materials are being removed by district staff before contractors step in to repair and paint, including painting all doors the same color. The roof work is nearly complete, though it was only a partial replacement, and the project has had a consistent crew on-site all week.

2) High School, Edison & United Oaks Doors Update

Discussion: Greg has been closely managing the door replacement project at the high school, Edison, and United Oaks, which is now about 97% complete. Most doors and hardware have been installed, with just a few remaining pieces expected for delivery in May. Once finished, the project will significantly improve building security by ensuring all doors lock properly and function safely.

D. FINANCE

1) Budget Amendment

Discussion: The budget amendment discussion highlighted key revenue and expenditure updates. Locally, the district anticipates receiving funds from property taxes and grants, though there's concern about a possible $200,000 shortfall in collections. State and federal revenues increased significantly, with boosts from bilingual, mental health, special education funding, and a $1 million community center grant, along with $1.88 million in carryover federal funds. Overall revenue is projected at $60.9 million, with $62.1 million in expenditures offset by $1.67 million in transfers, resulting in a projected $440,000 surplus. The district's fund balance is expected to rise to 2.3%, still below the state's 5% recommendation. Attention was also given to rising legal and audit costs, coaching and facilities expenses, and salary increases. The $4 million borrowing due in August remains a concern, with hopes to avoid reborrowing. Final budget approval for the current year is expected in June, with the 2025–26 budget adoption in July. The board suggested moving this item forward to the regular meeting for a vote.

2) Business Office Assistance

Discussion: The district has requested to keep Matthew Miller on an as-needed basis for May and June, up to $5,000, to help wrap up the year. He'd support larger tasks if needed and track his hours. The board suggested moving this item forward to the regular meeting for a vote.

3) 2025-26 Chartwells Contract

Discussion: The board discussed the Chartwells contract for 2025–26. Some members expressed concern over Chartwells running concession stands, noting low returns compared to past community-run efforts. There was interest in possibly returning concessions to local groups, especially since some volunteers are certified. More information will be gathered for further discussion. The board suggested moving this item forward to the regular meeting for a vote.

4) 2025-26 Museum Contract

Discussion: The board discussed the historical museum contract, clarifying that it is a renewal allowing the city continued use of the facility. The contract includes an automatic renewal clause, meaning it will renew without a vote if no action is taken. The board suggested moving this item forward to the regular meeting for a vote.

5) Hazel Park Junior High Communication Devices

Discussion: The junior high and Edison buildings need 25 more walkie-talkies to support staff. A previous $6,611 purchase in September was mentioned, and clarification is needed on where those units went. The new request costs $8,225, mostly covered by the center fund for special ed staff. More funding details will be shared next week. The board suggested moving this item forward to the regular meeting for a vote.

6) Jardon Extended School Year

Discussion: Jardon's Extended School Year (ESY) program is federally mandated and provided based on individual IEP team decisions, typically for students showing regression or lack of progress on goals. For the summer, Jardon will need staffing that includes two ASD teachers, two MOCI teachers, eight paraprofessionals, and one each of a speech-language pathologist, physical therapist, occupational therapist, and school social worker. The exact number of students attending wasn't provided. All funding for the program will come from special education, as it is a center-based program. The board suggested moving this item forward to the regular meeting for a vote.

7) Camp Invention

Discussion: Camp Invention is a free, one-week STEM-based summer program for elementary students, sponsored by General Motors. It focuses on hands-on projects and social interaction and is scheduled after the district's summer programming to avoid overlap. The program is fully funded, including staff compensation, so there is no cost to the district. There was also a mention of a "camp parent" role, which may be a volunteer position, but that part is unclear.

8) Athletic Uniforms

Discussion: Interim Athletic Director Mr. Patterson proposed purchasing new football uniforms to support a JV team next year, with 20 eighth graders committed to play. The recommended bid is from Riddell for $16,488, which includes home and away sets plus extra pants for varied sizes. The purchase helps address uniform shortages due to wear and player turnover. Fundraising is ongoing, with a goal to cover at least half the cost. A silent auction is planned for April 26. Uniform styles are guaranteed for two years, and the purchase includes 50 total units to prepare for attrition and team growth.The board suggested moving this item forward to the regular meeting for a vote.

9) Cognia

Discussion: Hazel Park won't need full Cognia re-accreditation until 2026–27 due to changes in their process. The district pays $11,200 annually to stay in the program, with an added $7,500 when full accreditation is due. Accreditation is no longer required by the state, but the district must still follow the MiCIP process. Cognia, MiCIP, and the Portrait of a Learner initiative all involve similar continuous improvement work, leading to concerns about duplicating efforts. The board suggested moving this item forward to the regular meeting for a vote.

10) Workforce Analysis

Discussion: The board discussed a staffing analysis proposal from Jeff Ramberg, estimated at $45,000, to review district staffing levels. While there's interest in the project, some members suggested delaying it due to budget concerns and other financial priorities. There was a request to invite Ramberg for a Q&A session, possibly in July, to better understand the value of the analysis. It was noted that similar reviews had been done in the past, possibly in 2016 and another more recent, but the exact timing was unclear. The board suggested moving this item forward to the regular meeting for a vote.

11) Financial Reports

Discussion: The board discussed the financial reports and questions submitted via email. Several people, including Debbie, had sent in questions. It was confirmed that the answers would be shared with everyone by Friday. There was some confusion about whether all questions had been received, but it was clarified that all questions and answers would be sent out later. The board suggested moving this item forward to the regular meeting for a vote.

E. OTHER

1) 2025-26 Handbooks

Discussion: The student-parent and Webster handbooks had minor updates, including language revisions and the addition of valedictorian and salutatorian criteria. The Webster handbook also had changes to dates and the enrollment process. The employee handbook was delayed for more time, with no change. The board suggested moving this item forward to the regular meeting for a vote.

2) 2025-26 Calendar

Discussion: The 2025-2026 school year calendar was already approved as part of the teachers' contract. The individual school calendars, with minor event-specific adjustments, need separate approval from the board for auditing and student information system purposes. The board suggested moving this item forward to the regular meeting for a vote.

3) Hazel Park Dance Team

Discussion: The board discussed the Hazel Park dance team and recommended closing it to new out-of-district students while allowing the current 12 to remain. Concerns were raised about funding and liability, but it was clarified that coach stipends are fixed and all students are covered under school insurance. Families pay around $1,100 per dancer, with fundraising helping cover costs. The program is year-round and well-supported by families. The board suggested moving this item forward to the regular meeting for a vote.

4) Michigan Virtual Charter Academy (MVCA) Board Member Reappointment

Discussion: The board discussed the need to approve the reappointment of a current Michigan Virtual Charter Academy board member. The individual has been nominated by their board, vetted, and passed a background check. A formal vote is expected next week. The board suggested moving this item forward to the regular meeting for a vote.

5) Grants
   a) 25-26 Amazon Future Engineer Program
   b) Computer Science Grant

Discussion: The board discussed the computer science grant. The Amazon Future Engineer Program was renewed, continuing access to course materials based on student interest.

6) Portrait of a Learner

Discussion: The board received an update on the "Portrait of a Learner" initiative. So far, three of four planned meetings with Battelle for Kids have been completed, resulting in a draft graphic of student competencies. The final meeting was put on hold due to leadership transitions but can still be completed before June 30, when Battelle transitions to AASA. The next step is finalizing the graphic by streamlining and simplifying language. The work completed fulfills the current contract; future strategic planning would require a new agreement and funding. The board requested cost estimates for continuing the work.

PUBLIC COMMENT

Paul Jankowski 790 E Webster	A parent of an out-of-district dancer asked the board to allow current out-of-district students to remain on the dance team, emphasizing the importance of the bonds and commitment these students have built.

BOARD MEMBER AND ADMINISTRATION COMMENTS

Heidi Fortress, Treasurer	None
Monica Rattee, Trustee	Congratulations to the varsity softball and baseball teams and spring sports are in full swing, with events happening nearly every day.
Nate Becker, Trustee	None
Darrin Fox, Secretary	None
April Beaton, Trustee	None
Deborah Laframboise, Vice President	None
Dr Catherine Cost, Interim Superintendent	Congratulations to Heidi who received her level three award of distinction from MASB So congratulations on your hard work. Great job Heidi,
Beverly Hinton, President	Happy Easter Enjoy your 3 day weekend.

ADJOURNMENT

Moved and supported that the meeting be adjourned by 8:31 pm.

Unanimous approval.

Hazel Park School District

ALL IN ALL THE TIME

Amy Kruppe, Ed.D.
Superintendent

Ford Administration
1620 E. Elza, Hazel Park, MI 48030 • Phone 248-658-5200 | Fax 248-544-5443

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

FROM: Crystal Mubarak
Director of Business

RE: Treasurer's Report March 2025

DATE: April 10, 2025

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)		1,461,425.43		
	Total - General Fund	$ **1,461,425.43**		
CENTER PROGRAM (22)		26,938.36		
COMMUNITY SERVICE (23)		536.65		
FOOD SERVICE FUND (25)		196,700.59		
COMMON DEBT (31-39)		0.00		
CAPITAL PROJECTS (41-49)		57,100.00		
	Total - Special Revenue Funds	$ **281,275.60**		
TRUST FUNDS (51)		0.00		
INTERNAL ACCOUNT FUNDS (29)		17,318.72		
	Total - Other Funds	$ **17,318.72**		
TOTAL CHECK DISBURSEMENTS		$ **1,760,019.75**	$	1,760,019.75
ACH DEBITS				4,205,518.73
PAYROLL				1,656,889.80
OUTGOING WIRE TRANSFERS				3,047,734.73
P-CARD PURCHASES				61,747.26
				8,971,890.52
TOTAL DISBURSEMENTS IN PERIOD			$	**10,731,910.27**

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.

Crystal Mubarak
Director of Business

Monthly Summary of EFT's from HP Bank Accounts

Mar-25

Date	Amount	Bank Acct Taken From	Reason
3/3/2025	$70.00	Food Service	Square Monthly Membership
3/3/2025	$358.69	Gen Funds	Latchkey Fees
3/10/2025	$10,000.00	Gen Funds	Arbiter Pay
3/20/2025	$24,564.21	Gen Funds	EduStaff Payment March 21st
3/6/2025	$11,546.27	Gen Funds	EduStaff Payment March 7th
3/21/2025	$6,488.14	Gen Funds	Health Equity Payment March 21st Payroll
3/7/2025	$6,478.14	Gen Funds	Health Equity Payment March 7th Payroll
3/27/2025	$24,501.71	Gen Funds	Penserv Payment March 21st Payroll
3/10/2025	$25,162.49	Gen Funds	Penserv Payment March 7th Payroll
3/28/2025	$524,562.98	MESSA	MESSA Payments
3/21/2025	$174,596.20	Ret W/H	Payroll Retirement Withholding March 21st
3/6/2025	$735,589.30	Ret W/H	Payroll Retirement Withholding March 7th
3/21/2025	$279,569.71	Tax W/H	Payroll Federal Tax Withholding March 21st
3/7/2025	$331,550.36	Tax W/H	Payroll Federal Tax Withholding March 7th
3/24/2025	$40,812.41	Tax W/H	Payroll State Tax Withholding March 21st
3/10/2025	$46,084.72	Tax W/H	Payroll State Tax Withholding March 7th
3/3/2025	$1,636,377.82	UAAL	Payroll UAAL Payment October-February
3/31/2025	$327,275.58	UAAL	Payroll UAAL Payment March
	$4,205,518.73	**Total ACH Debits**	

Date	Amount	Payroll
3/7/2025	$864,926.24	General Payroll on March 7th
3/21/2025	$791,963.56	General Payroll on March 21st
	$1,656,889.80	**Total Payroll**

Date	Amount	Wires
3/25/2025	$3,047,734.73	MVCA Wire State Aid
	$3,047,734.73	**Total Wires**

Date	Amount	P-Card Purchases	
3/21/2025	$61,747.26	General	P-Card charges Huntington Bank
	$61,747.26	**Total P-Card Purchases**	

Hazel Park Schools
Budget to Actual by St Revenue and St Function
As of 3/31/25

St Revenue/Function	Description		Original Budget	1st Amended Budget	Encumbrance	Actual	Balance	Percent
Type: 4 **Revenue**								
St Revenue: 100	Revenue from Local Sources	**Total:**	**6,310,500.00**	**8,645,668.00**	**0.00**	**6,365,326.51**	**2,280,341.49**	**73.62%**
St Revenue: 300	Rev from State Sources	**Total:**	**43,062,068.00**	**39,731,857.00**	**0.00**	**22,593,720.69**	**17,138,136.31**	**56.87%**
St Revenue: 400	Rev from Federal Sources	**Total:**	**1,862,829.00**	**4,540,445.00**	**0.00**	**2,989,857.30**	**1,550,587.70**	**65.85%**
St Revenue: 500	Incoming Transfer/Oth Transact	**Total:**	**2,940,000.00**	**3,583,456.00**	**0.00**	**2,700,986.07**	**882,469.93**	**75.37%**
St Revenue: 600	Fund Modifications	**Total:**	**1,687,000.00**	**2,166,021.00**	**0.00**	**-**	**2,166,021.00**	**0.00%**
Type: 4		**RevenueTotal:**	**55,862,397.00**	**58,667,447.00**	**0.00**	**34,649,890.57**	**24,017,556.43**	**59.06%**
Type: 5 **Expense**								
St. Function:110	Basic Programs	**Total:**	**21,884,914.00**	**22,395,123.00**	**167,134.89**	**14,494,840.20**	**7,900,282.80**	**64.72%**
St. Function:120	Added Needs	**Total:**	**11,112,868.00**	**10,550,697.00**	**8,387.21**	**8,174,560.20**	**2,376,136.80**	**77.48%**
St. Function:210	Support Services-Pupil	**Total:**	**4,178,712.00**	**3,872,146.00**	**-**	**2,964,125.62**	**908,020.38**	**76.55%**
St. Function:220	Support Services-Instr Staff	**Total:**	**3,741,471.00**	**3,750,803.00**	**35,401.54**	**2,254,192.59**	**1,496,610.41**	**60.10%**
St. Function:230	Support Services-General Admin	**Total:**	**793,531.00**	**819,193.00**	**2,082.91**	**730,764.78**	**88,428.22**	**89.21%**
St. Function:240	Support Services-School Admin	**Total:**	**2,584,742.00**	**2,574,941.00**	**2,961.74**	**1,736,719.67**	**838,221.33**	**67.45%**
St. Function:250	Support Services-Business	**Total:**	**810,588.00**	**1,208,587.00**	**-**	**945,968.75**	**262,618.25**	**78.27%**
St. Function:260	Operations and Maintenance	**Total:**	**5,965,755.00**	**5,924,393.00**	**56.34**	**4,009,055.63**	**1,915,337.37**	**67.67%**
St. Function:270	Pupil Transportation Services	**Total:**	**978,544.00**	**2,253,235.00**	**-**	**812,479.63**	**1,440,755.37**	**36.06%**
St. Function:280	Support Services-Central	**Total:**	**2,185,108.00**	**2,302,946.00**	**11,524.75**	**1,632,667.37**	**670,278.63**	**70.89%**
St. Function:290	Support Services-Other	**Total:**	**813,672.00**	**1,143,551.00**	**58,556.22**	**428,331.34**	**715,219.66**	**37.46%**
St. Function:330	Community Activities	**Total:**	**330,297.00**	**258,895.00**	**-**	**78,117.69**	**180,777.31**	**30.17%**
St. Function:390	Other Community Services	**Total:**	**393,000.00**	**316,428.00**	**0.00**	**328,271.41**	**(11,843.41)**	**103.74%**
St. Function:440	Pymts to Other Govnmt	**Total:**	**293,000.00**	**594,750.00**	**0.00**	**594,750.00**	**-**	**100.00%**
St. Function:510	Debt Services - Long Term Only	**Total:**	**33,000.00**	**0.00**	**0.00**	**-**	**-**	**0.00%**
St. Function:600	Transfers Out	**Total:**	**293,000.00**	**295,688.00**	**0.00**	**11,343.75**	**284,344.25**	**3.84%**
Type: 5		**ExpenseTotal:**	**56,392,202.00**	**58,261,376.00**	**286,105.60**	**39,196,188.63**	**19,065,187.37**	**67.28%**
		Grand Total:	**-529,806.00**	**406,071.00**		**-4,546,298.06**	**4,952,369.06**	

Hazel Park Schools
Detailed Check Register w FQA
Check Date From 3/1/2025 TO 3/31/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100600	A C BUILDERS HARDWARE	110-261-0000-0000-000-0065-55990000	EH 00001468	03/06/2025	704517	MAINT. SUPPLIES		225.00
							Vendor Total:	**225.00**
100550	AMAZON CAPITAL SERVICES	220-213-0015-0000-600-0601-53130000	EH 00001469	03/06/2025	10675	AIDE		626.76
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001469	03/06/2025	146QQ7YVQXY	Spin Master Games, Clue Giant	P2500275	27.28
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001469	03/06/2025	146QQ7YVQXY	Spin Master Games, Candy Land	P2500275	59.79
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001469	03/06/2025	1DTYQ6WN769	Elmer's Disappearing Purple Sc	P2500266	28.40
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001469	03/06/2025	1DTYQ6WN769	EXPO Dry Erase Markers, Chisel	P2500266	70.77
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001469	03/06/2025	1DTYQ6WN769	Crayola Crayons Bulk (24 Packs	P2500266	38.00
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001469	03/06/2025	1DTYQ6WN769	Amazon Basics Desktop Stapler	P2500266	9.08
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001469	03/06/2025	1DTYQ6WN769	Amazon Basics Non-Glare Sheet	P2500266	44.76
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-000-0060-55990000	EH 00001469	03/06/2025	1MRWX63M6XB	IC Wite-Out Quick Dry Correct	P2500278	5.23
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-000-0060-55990000	EH 00001469	03/06/2025	1MRWX63M6XB	IC White-Out Brand EZ Correct	P2500278	5.27
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-000-0060-55990000	EH 00001469	03/06/2025	1MRWX63M6XR	AZCC Packing Tape, 12 Rolls C	P2500278	22.78
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-000-0060-55990000	EH 00001469	03/06/2025	1MRWX63M6X	Shipping Charge	P2500278	6.99
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001469	03/06/2025	1RQ939MCDR3	Original LCR Left Center Right	P2500275	25.62
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001469	03/06/2025	1RQ939MCDR3	Giant Sorry Classic Family Boa	P2500275	59.97
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001469	03/06/2025	1RQ939MCDR3	AZEN 32 Pcs Mini Spring Party	P2500275	26 19.77
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001469	03/06/2025	1RQ939MCDR3	Spin Master Games, Guess Who G	P2500275	48.00
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001469	03/06/2025	1RQ939MCDR3	Desyeryamimi 24 Pack Handheld	P2500275	55.26
							Vendor Total:	**1,153.73**
101490	CALHOUN, LAKESHA MARIA	110-293-0000-0000-300-0350-53197000	EH 00001470	03/06/2025	22025	BOOK		40.00
101490	CALHOUN, LAKESHA MARIA	110-293-0000-0000-300-0350-53197000	EH 00001470	03/06/2025	22025B	BOOK		40.00
101490	CALHOUN, LAKESHA MARIA	110-293-0000-0000-300-0350-53197000	EH 00001470	03/06/2025	22425	BOOK		40.00
101490	CALHOUN, LAKESHA MARIA	110-293-0000-0000-300-0350-53197000	EH 00001470	03/06/2025	22625	BOOK		40.00
101490	CALHOUN, LAKESHA MARIA	110-293-0000-0000-300-0350-53197000	EH 00001470	03/06/2025	22625B	BOOK		40.00
101490	CALHOUN, LAKESHA MARIA	110-293-0000-0000-300-0350-53197000	EH 00001470	03/06/2025	22825	BOOK		40.00
							Vendor Total:	**240.00**
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001471	03/06/2025	1543041	LEGAL SERVICES THROUGH		18,535.00
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001471	03/06/2025	1543985	LEGAL SERVICES THROUGH		3,772.50
							Vendor Total:	**22,307.50**
100139	COLLEGE ENTRANCE	110-227-0000-0000-000-0060-55110000	EH 00001472	03/06/2025	P2400505821	PSAT		2,448.00
							Vendor Total:	**2,448.00**
100409	FRONTLINE EDUCATION	110-283-0000-0000-000-0060-54140000	EH 00001473	03/06/2025	INVUS216924	EMP. EVALUATION		250.00
							Vendor Total:	**250.00**

Hazel Park Schools
Detailed Check Register w FQA
Check Date From 3/1/2025 TO 3/31/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001474	03/06/2025	1634257	MAINT. SUPPLIES		119.67
							Vendor Total:	**119.67**
100444	LIGHTING SUPPLY COMPANY	110-261-0000-0000-000-0065-55990000	EH 00001475	03/06/2025	LS25068707	MAINT. SUPPLIES		76.75
							Vendor Total:	**76.75**
1099C	MILLER, MATTHEW	110-252-0000-0000-000-0060-53150000	EH 00001476	03/06/2025	102	ASSISTANCE WITH FINANCES		3,750.00
							Vendor Total:	**3,750.00**
100380	OAKLAND SCHOOLS	110-261-0000-0000-000-0060-55990000	EH 00001477	03/06/2025	GR20337	P2500034		780.00
							Vendor Total:	**780.00**
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001478	03/06/2025	21139681	SLP		4,025.00
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001478	03/06/2025	21141804	SLP		1,200.00
							Vendor Total:	**5,225.00**
100515	STAFF CONNECTIONS LLC	220-213-0015-0000-600-0600-53130000	EH 00001479	03/06/2025	2357	CNA/RN		2,119.25
100515	STAFF CONNECTIONS LLC	220-213-0015-0000-600-0600-53130000	EH 00001479	03/06/2025	2358	CNA/LPN		3,825.57
100515	STAFF CONNECTIONS LLC	220-213-0015-0000-600-0600-53130000	EH 00001479	03/06/2025	2372	RN		1,470.00
100515	STAFF CONNECTIONS LLC	220-213-0015-0000-600-0600-53130000	EH 00001479	03/06/2025	2373	CNA/LPN		2,562.50
							Vendor Total:	**9,977.32**
100351	AIRGAS GREAT LAKES	110-113-0000-2230-300-2230-55110000	EH 00001480	03/20/2025	5514547142	WELDING CLASS		279.28
							Vendor Total:	**279.28**
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-200-0065-55990000	EH 00001481	03/20/2025	13K66HWJG6N	MAINT. SUPPLIES - HPJH		74.20
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001481	03/20/2025	146QQ7VQXY9	P2500275		87.07
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001481	03/20/2025	14DQDTVPP4J	Utopia Kitchen Clear Organizer	P2500282	203.28
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001481	03/20/2025	14DQDTVPP4J	500 Pack Laminating Sheets, 3	P2500282	77.90
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1C7HFVTFVLJ	Bostitch Office Personal Elect	P2500232	17.43
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1C7HFVTFVLJ	Powermax 24-Count AA Batteries	P2500232	9.72
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1C7HFVTFVLJ	Vobou Whiteout Correction Tape	P2500232	12.15
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1GXQDWLQ74	Play-Doh Modeling Compound 36-	P2500298	26.09
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1GXQDWLQ74	Braun ThermoScan 5 Ear Thermom	P2500298	41.70
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1GXQDWLQ74	Safety 1st Easy Install Walk T	P2500298	35.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1GXQDWLQ74	Brauness Direct 200 Counts Ear	P2500298	14.58
100550	AMAZON CAPITAL SERVICES	220-122-0140-0000-650-0650-55110000	EH 00001481	03/20/2025	1JFY9HP13JCP	Office Supplies (5 Pound Box,	P2500284	34.75
100550	AMAZON CAPITAL SERVICES	220-122-0140-0000-650-0650-55110000	EH 00001481	03/20/2025	1JFY9HP13JCP	Better Office Products Letter	P2500284	29.69
100550	AMAZON CAPITAL SERVICES	220-122-0140-0000-650-0650-55110000	EH 00001481	03/20/2025	1JFY9HP13JCP	Dabo&Shobo 60 Pack Black Perma	P2500284	16.59
100550	AMAZON CAPITAL SERVICES	220-122-0140-0000-650-0650-55110000	EH 00001481	03/20/2025	1JFY9HP13JCP	FILE-EZ Two-Pocket Folders wit	P2500284	53.24
100550	AMAZON CAPITAL SERVICES	220-122-0140-0000-650-0650-55110000	EH 00001481	03/20/2025	1JFY9HP13JCP	File Folder, PANDRI 220 Pack C	P2500284	38.66

Selection:

OH_DTL.[oh_ck_dt] <= '03/31/2025' AND OH_DTL.[oh_ck_dt] >= '03/01/2025'

Hazel Park Schools
Detailed Check Register w FQA
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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100550	AMAZON CAPITAL SERVICES	220-122-0140-0000-650-0650-55110000	EH 00001481	03/20/2025	1JFY9HP13JCP	EAGLES 7 Pack Plastic Badminto	P2500284	11.97
100550	AMAZON CAPITAL SERVICES	110-284-0000-0000-000-0284-55910000	EH 00001481	03/20/2025	1JR7D16TFNG7	DRAMA/TECH SUPPLIES		154.89
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1KJGKTW1GL	Rayovac High Energy D Batterie	P2500283	12.97
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1KJGKTW1GL	EXPO Dry Erase Markers, Chisel	P2500283	23.99
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1KJGKTW1GL	Rarlan Wood-Cased #2 HB Pencil	P2500283	19.96
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1KJGKTW1GL	Powermax 24-Count Double AA Ba	P2500283	7.99
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1KJGKTW1GL	Outus 42 Pack Happy Birthday C	P2500283	9.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55110000	EH 00001481	03/20/2025	1NP3QDYGC3	UNO - Classic Colour & Number	P2500270	13.80
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55110000	EH 00001481	03/20/2025	1NP3QDYGC3	LA MODERNA, Codos, Pasta, Hech	P2500270	26.50
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55110000	EH 00001481	03/20/2025	1NP3QDYGC3	12 Pack Multi-Function Electro	P2500270	28.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55110000	EH 00001481	03/20/2025	1NP3QDYGC3	Yunsailing 108 Pcs Mini Stress	P2500270	35.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55110000	EH 00001481	03/20/2025	1NP3QDYGC3	TIHOOD 20PCS Silicone Mini Ton	P2500270	15.98
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55110000	EH 00001481	03/20/2025	1NP3QDYGC3	Big Bright Buttons Craft 12 In	P2500270	29.99
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1PNR1JL3XKD	The Three Little Fish and the	P2500273	7.18
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1PNR1JL3XKD	Hi! Fly Guy	P2500273	40.88
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1PNR1JL3XKD	A House for Hermit CrabReady-t	P2500273	13.47
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1PQMDFWGGX	Majestic Pure Lavender Essenti	P2500289	28 9.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1PQMDFWGGX	Better Office Products Heavywe	P2500289	166.41
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1PQMDFWGGX	Magnetic Squares, 120 Pieces M	P2500289	8.95
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1PQMDFWGGX	Chefmaster Purple Liqua-Gel Fo	P2500289	13.50
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55990000	EH 00001481	03/20/2025	1PQMDFWGGX	Cheez-It Cheese Crackers, Bake	P2500289	20.64
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-190-0065-55990000	EH 00001481	03/20/2025	1PVGV19X9D4	MAINT. SUPPLIES - WEBSTER		40.97
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-400-0400-55110000	EH 00001481	03/20/2025	1QN336X4D6J7	School Smart Railroad Boards,	P2500295	14.17
100550	AMAZON CAPITAL SERVICES	230-351-0000-0000-150-0230-55110000	EH 00001481	03/20/2025	1R4DRVTGQM	AFMAT Electric Pencil Sharpene	P2500299	49.38
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55910000	EH 00001481	03/20/2025	1TCH337PJMH	HP 212A Yellow Toner Cartridge	P2500287	222.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55910000	EH 00001481	03/20/2025	1TCH337PJMH	HP 212A Black Toner Cartridge	P2500287	182.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55910000	EH 00001481	03/20/2025	1TCH337PJMH	HP 212A Cyan Toner Cartridge W	P2500287	222.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55910000	EH 00001481	03/20/2025	1TCH337PJMH	212A Toner Cartridges 4 Pack R	P2500287	249.00
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	The Umbrella	P2500273	9.99
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	Inch by Inch	P2500273	107.87
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	The Very Clumsy Click Beetle (	P2500273	123.41
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	The Three Little Fish and the	P2500273	43.08
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	Herman the Helper	P2500273	62.93
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	The Caterpillar and the Polliw	P2500273	60.76
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	Big Al	P2500273	58.52

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	In the Tall, Tall Grass	P2500273	93.03
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	A House for Hermit CrabReady-t	P2500273	17.96
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	Ten Little Ladybugs	P2500273	76.65
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	Memoirs of a Goldfish	P2500273	101.64
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1WTKXRQ4V4	The Spider and the Fly (Illust	P2500273	83.93
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1X6CD699N6F7	Tru-Ray Construction Paper, 10	P2500281	4.55
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1X6CD699N6F7	Crayola Construction Paper - 4	P2500281	33.18
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1X6CD699N6F7	SHARPIE Markers SAN-30001 Fine	P2500281	21.04
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1X6CD699N6F7	FelixKing Office Chair, Ergono	P2500281	219.96
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001481	03/20/2025	1X6CD699N6F7	Ticonderoga My First Wood-Case	P2500281	65.40
100550	AMAZON CAPITAL SERVICES	110-118-0000-0000-190-0190-55110000	EH 00001481	03/20/2025	1Y6G3FQ7VKD	Teacher Created Resources STEM	P2500270	29.28
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-400-0400-55110000	EH 00001481	03/20/2025	1YTCLGPK9N	BIC Round Stic Grip Xtra Comfo	P2500295	6.36
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-400-0400-55110000	EH 00001481	03/20/2025	1YTCLGPK9N	File Folder, 13 Cut Tab, Lette	P2500295	21.99
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-400-0400-55110000	EH 00001481	03/20/2025	1YTCLGPK9N	Officemate Standard Staples, 1	P2500295	13.06
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-400-0400-55110000	EH 00001481	03/20/2025	1YTCLGPK9N	Rarlan Wood-Cased #2 HB Pencil	P2500295	17.99
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-400-0400-55110000	EH 00001481	03/20/2025	1YTCLGPK9N	OWLKELA 12 Rolls Transparent T	P2500295	15.20
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-400-0400-55110000	EH 00001481	03/20/2025	1YTCLGPK9N	36 Pack Watercolor Paint Set,	P2500295	29 26.99
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1YWH9KRG4R	Quality Park 9 x 12 Clasp Enve	P2500271	14.06
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1YWH9KRG4R	Early Buy Pop Up Sticky Notes	P2500271	10.99
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1YWH9KRG4R	GUSTO 3 oz - 100 Count Small P	P2500271	7.90
100550	AMAZON CAPITAL SERVICES	110-241-0000-0000-130-0130-55910000	EH 00001481	03/20/2025	1YWH9KRG4R	Oxford Index Cards, 3 x 5 Inch	P2500271	7.21
							Vendor Total:	**3,784.49**
101490	CALHOUN, LAKESHA MARIA	110-293-0000-0000-300-0350-53197000	EH 00001482	03/20/2025	3525	BOOK		40.00
101490	CALHOUN, LAKESHA MARIA	110-293-0000-0000-300-0350-53197000	EH 00001482	03/20/2025	3725B	BOOK		40.00
							Vendor Total:	**80.00**
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55610000	EH 00001483	03/20/2025	X400080525	FEB 25 NET PRODUCT COST		80,534.18
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53190000	EH 00001483	03/20/2025	X400080525	FEB 25 DIRECT LABOR		57,573.75
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53150000	EH 00001483	03/20/2025	X400080525	FEB 25 SUPERVISORY & CLERICAL		8,854.45
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55640000	EH 00001483	03/20/2025	X400080525	FEB 25 TOTAL OTHER COSTS		36,926.79
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53151000	EH 00001483	03/20/2025	X400080525	FEB 25 ADMIN & FEE EXPENSE		9,397.55
							Vendor Total:	**193,286.72**
100402	GEMINI FORMS & SYSTEMS	110-112-0000-0000-200-0200-55910000	EH 00001484	03/20/2025	0228231	TARDY SLIPS		151.30
							Vendor Total:	**151.30**
100574	INSTITUTE FOR EXCELLENCE	110-232-0000-0000-000-0060-53150000	EH 00001485	03/20/2025	2025606	MVA SUPPORT		1,500.00

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	**1,500.00**
100948	KINGSCOTT ASSOCIATES INC	110-271-0000-2840-000-2840-53190000	EH 00001486	03/20/2025	18174	BUS CHARGERS		5,240.00
							Vendor Total:	**5,240.00**
1099C	MILLER, MATTHEW	110-252-0000-0000-000-0060-53150000	EH 00001487	03/20/2025	103	ASSISTANCE WITH FINANCES		3,750.00
							Vendor Total:	**3,750.00**
100520	PEDIATRIC HEALTH	110-213-0013-0000-150-0660-53130000	EH 00001488	03/20/2025	31125	PHYSICAL THERAPIST		1,187.10
							Vendor Total:	**1,187.10**
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001489	03/20/2025	21151813	SLP		4,025.00
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001489	03/20/2025	21158012	SLP		4,025.00
							Vendor Total:	**8,050.00**
100428	ROYAL ROOFING	110-261-0000-0000-200-0065-53190000	EH 00001490	03/20/2025	S127853	HPJH ROOFING		605.00
100428	ROYAL ROOFING	110-261-0000-0000-150-0065-53190000	EH 00001490	03/20/2025	S127854	WEBB ROOFING		493.00
100428	ROYAL ROOFING	110-261-0000-0000-560-0065-53190000	EH 00001490	03/20/2025	S127855	INVEST ROOFING		702.00
							Vendor Total:	**1,800.00**
100397	SCHOOL SPECIALTY	110-241-0000-0000-130-0130-55910000	EH 00001491	03/20/2025	308104669189	Hammond & Stephens Data Insert	P2500246	8.91
100397	SCHOOL SPECIALTY	110-241-0000-0000-130-0130-55910000	EH 00001491	03/20/2025	308104669189	Hammond & Stephens Cumulative	P2500246	9.64
100397	SCHOOL SPECIALTY	110-241-0000-0000-130-0130-55910000	EH 00001491	03/20/2025	308104669189	Hammond & Stephens Test Record	P2500246	8.91
							Vendor Total:	**27.46**
100504	SET SEG	110-000-0000-0000-000-0000-24516500	EH 00001492	03/20/2025	71247125B	WORKERS COMPENSATION Q4		51,382.00
100504	SET SEG	110-252-0000-0000-000-0060-57410000	EH 00001492	03/20/2025	SERV000570	ACA TRACKING & REPORTING		11,235.00
							Vendor Total:	**62,617.00**
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001493	03/20/2025	2026190308	Astrobrights 85" x 11" Color C	P2500286	13.71
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001493	03/20/2025	2026190308	Exact Vellum Bristol 67 lb Car	P2500286	8.76
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001493	03/20/2025	2026190308	Highland Pop-up Notes, 3" x 3"	P2500286	11.51
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001493	03/20/2025	6026252826	Staples Pastel 30% Recycled Co	P2500290	11.42
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001493	03/20/2025	6026252826	Staples Pastel 30% Recycled Co	P2500290	11.42
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001493	03/20/2025	6026252826	Astrobrights Colored Paper, 24	P2500290	17.36
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001493	03/20/2025	6026252826	Astrobrights 85" x 11" Color C	P2500290	17.36
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001493	03/20/2025	6026252826	2025 Staples 22" x 17" Desk Pa	P2500290	5.99
							Vendor Total:	**97.53**
100045	A & I ENTERPRISES	110-113-0000-0000-570-0570-53110000	EH 00001494	03/20/2025	32025	FEBRUARY 2025 PAYMENT		194,391.12
							Vendor Total:	**194,391.12**
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1DPCG7TY1HK	adidas Unisex-Adult Tango Glid	P2500292	92.56

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100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1DPCG7TY1HK	FITRELL 2 Pack Baseball Soccer	P2500292	209.85
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1DPCG7TY1HK	FITRELL 2 Pack Baseball Soccer	P2500292	74.95
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1DPCG7TY1HK	Shipping Charge	P2500292	6.99
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1HP4VQRNMJT	Penn Championship Tennis Balls	P2500288	62.84
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1HP4VQRNMJT	TCK TS All Sport Polyester Bas	P2500288	224.70
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1HP4VQRNMJT	CWVLC Soccer Socks Youth Girls	P2500288	264.60
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1HP4VQRNMJT	Wilson Ultra Power 103 Adult	P2500288	468.00
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1HP4VQRNMJT	Shipping Charge	P2500288	6.99
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	WILSON Practice and Soft Compr	P2500285	211.80
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	Champro 3-Spike Pitcher's Rubb	P2500285	52.88
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	Pocket Radar Smart Coach Speed	P2500285	399.99
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	Multi-Function Electronic Digi	P2500285	21.59
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	Jaeger J-Bands Resistance Band	P2500285	429.50
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	ACELETIQS L Screen Baseball Pi	P2500285	130.53
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	PLAYAPUT Portable Batting Tee	P2500285	449.90
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	BaseGoal Baseball and Softball	P2500285	271.92
100550	AMAZON CAPITAL SERVICES	290-296-9461-0000-000-0450-57920000	EH 00001495	03/20/2025	1KRWNXCC3T	Shipping Charge	P2500285	6.99
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001495	03/20/2025	1MMPRDM16J	YNHAY 480 Pcs Waterproof 3" Vi	P2500291	90.20
							Vendor Total:	**3,476.78**
100292	INVEST CENTERS LLC	110-125-0000-6840-560-6840-53110000	EH 00001496	03/20/2025	31425	TITLE III EL		6,365.08
100292	INVEST CENTERS LLC	110-125-0000-6841-560-6840-53110000	EH 00001496	03/20/2025	31425A	TITLE III IMMIGRANT		4,302.97
100292	INVEST CENTERS LLC	110-125-0000-3070-560-3070-53110000	EH 00001496	03/20/2025	31425B	SECTION 41		29,243.39
100292	INVEST CENTERS LLC	110-113-0000-0000-560-0000-53110000	EH 00001496	03/20/2025	32025	FEBRUARY 2025 PAYMENT		208,533.93
							Vendor Total:	**248,445.37**
100292	INVEST CENTERS LLC	110-125-0000-3070-560-3070-53110000	EH 00001497	03/21/2025	31825	SECTION 41		28,091.45
							Vendor Total:	**28,091.45**
100292	INVEST CENTERS LLC	110-125-0000-6841-560-6840-53110000	EH 00001498	03/21/2025	31825A	TITLE III IMMIGRANT		3,767.76
100292	INVEST CENTERS LLC	110-125-0000-6840-560-6840-53110000	EH 00001498	03/21/2025	31825B	TITLE III EL		5,978.12
							Vendor Total:	**9,745.88**
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-54910000	HP 00504613	03/06/2025	163303	BAND SUPPLIES/REPAIRS HPJH		37.80
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-54910000	HP 00504613	03/06/2025	163679	BAND SUPPLIES/REPAIRS		181.80
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-54910000	HP 00504613	03/06/2025	163763	INSTRUMENT REPAIR		103.60
100090	A G CENTRAL MUSIC	110-112-0000-0000-200-0200-55110000	HP 00504613	03/06/2025	163861	BAND SUPPLIES/REPAIRS HPJH		43.25
100090	A G CENTRAL MUSIC	110-112-0000-0000-200-0200-55110000	HP 00504613	03/06/2025	163904	BAND SUPPLIES/REPAIRS HPJH		58.80

Selection:
OH_DTL.[oh_ck_dt] <= '03/31/2025' AND OH_DTL.[oh_ck_dt] >= '03/01/2025'

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-54910000	HP 00504613	03/06/2025	78062	BAND SUPPLIES/REPAIRS HPJH		62.00
							Vendor Total:	**487.25**
101104	AMERICAN READING	220-122-0140-0000-650-0650-53110000	HP 00504614	03/06/2025	0000220513	Proposal # 246974 - Hazel Park	P2500002	8,550.00
101104	AMERICAN READING	220-122-0140-0000-650-0650-53110000	HP 00504614	03/06/2025	0000220513	Proposal # 246974 - Hazel Park	P2500002	3,245.00
101104	AMERICAN READING	220-122-0140-0000-650-0650-53110000	HP 00504614	03/06/2025	0000220513	Proposal # 246974 - Hazel Park	P2500002	-3,245.00
101104	AMERICAN READING	220-122-0140-0000-650-0650-53110000	HP 00504614	03/06/2025	0000220513	Proposal # 246974 - Hazel Park	P2500002	-5,570.00
101104	AMERICAN READING	220-122-0140-0000-650-0650-53110000	HP 00504614	03/06/2025	0000220513	Proposal # 246974 - Hazel Park	P2500002	5,570.00
101104	AMERICAN READING	110-111-0000-0000-150-0151-55110000	HP 00504614	03/06/2025	0000221218	PROPOSAL NUMBER: 246976- Haze	P2500007	3,000.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00504614	03/06/2025	0000221218	***VENDOR CHANGE*** 7/16/24 I	P2500007	0.00
101104	AMERICAN READING	110-111-0000-0000-150-0151-55110000	HP 00504614	03/06/2025	0000221248	PROPOSAL NUMBER: 246976- Haze	P2500007	3,000.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00504614	03/06/2025	0000221248	***VENDOR CHANGE*** 7/16/24 I	P2500007	0.00
							Vendor Total:	**14,550.00**
101454	ARDIS MUSIC LLC	110-113-0000-0000-300-0301-54910000	HP 00504615	03/06/2025	1404	INSTRUMENT REPAIR		232.00
							Vendor Total:	**232.00**
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00504616	03/06/2025	562619	PHYSICAL EXAM & TB TEST		128.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00504616	03/06/2025	562627	PHYSICAL EXAM		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00504616	03/06/2025	563041	PHYSICAL EXAM		88.00
							Vendor Total:	**266.00**
101388	BATTELLE FOR KIDS	110-221-0000-0000-000-0221-53220000	HP 00504617	03/06/2025	INV2259	PORTRAIT OF A GRAD		16,900.00
							Vendor Total:	**16,900.00**
100347	BILLINGS LAWN EQUIPMENT	110-261-0000-0000-000-0065-55990000	HP 00504618	03/06/2025	478646	MAINT. SUPPLIES		165.76
100347	BILLINGS LAWN EQUIPMENT	110-261-0000-0000-000-0065-55990000	HP 00504618	03/06/2025	480346	MAINT. SUPPLIES		345.31
100347	BILLINGS LAWN EQUIPMENT	110-261-0000-0000-650-0065-55990000	HP 00504618	03/06/2025	480645	MAINT. SUPPLIES @ EDISON		57.16
							Vendor Total:	**568.23**
100011	CHAPTER 13 TRUSTEE	110-000-0000-0000-000-0000-24516000	HP 00504619	03/06/2025	2850/2501050	PAYROLL		268.00
							Vendor Total:	**268.00**
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00504620	03/06/2025	2850/2501050	PAYROLL		695.00
							Vendor Total:	**695.00**
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		227.50
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		185.14
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		312.22
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		185.14
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		1,300.62
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		156.90

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100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		269.86
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		524.02
100322	CITY HAZEL PARK WATER	110-261-0000-0000-066-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		72.18
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		213.38
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		171.02
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		269.86
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		312.22
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00504621	03/06/2025	12224	CITY OF HP WATER BILL December		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		185.14
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		142.78
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		354.58
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		33 213.38
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		1,244.14
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		86.30
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		340.46
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		2,331.38
100322	CITY HAZEL PARK WATER	110-261-0000-0000-066-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		72.18
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		241.62
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		185.14
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		43.94
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		312.22
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		382.82
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00504621	03/06/2025	1225	CITY OF HP WATER BILL		43.94
							Vendor Total:	**10,819.48**
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-600-0065-53830000	HP 00504622	03/06/2025	4525	CITY OF FERN WATER BILL OCT-		5,261.55
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-600-0065-53830000	HP 00504622	03/06/2025	4525	CITY OF FERN WATER BILL OCT-		167.42

Selection:

OH_DTL.[oh_ck_dt] <= '03/31/2025' AND OH_DTL.[oh_ck_dt] >= '03/01/2025'

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-000-0065-53830000	HP 00504622	03/06/2025	4525	CITY OF FERN WATER BILL OCT-		154.76
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-082-0065-53830000	HP 00504622	03/06/2025	4525	CITY OF FERN WATER BILL OCT-		0.00
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-650-0065-53830000	HP 00504622	03/06/2025	4525	CITY OF FERN WATER BILL OCT-		1,185.89
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-650-0065-53830000	HP 00504622	03/06/2025	4525	CITY OF FERN WATER BILL OCT-		0.00
							Vendor Total:	**6,769.62**
100321	CITY OF HAZEL PARK	110-261-0000-0000-000-0065-55710000	HP 00504623	03/06/2025	0000012322	MAINT. FUEL		1,863.03
100321	CITY OF HAZEL PARK	110-271-0000-0000-000-0061-53710000	HP 00504623	03/06/2025	0000012322	TRANSPORTATION FUEL		2,018.28
100321	CITY OF HAZEL PARK	110-261-0000-0000-000-0065-55710000	HP 00504623	03/06/2025	0000012323	MAINT. FUEL		2,447.44
100321	CITY OF HAZEL PARK	110-271-0000-0000-000-0061-55710000	HP 00504623	03/06/2025	0000012323	TRANSPORTATION FUEL		2,759.87
100321	CITY OF HAZEL PARK	110-219-0000-3060-300-3060-53190000	HP 00504623	03/06/2025	11625	QANI TORO REIMBURSMENT		394.00
							Vendor Total:	**9,482.62**
100308	COCHRANE SUPPLY	110-261-0000-0000-200-0065-55990000	HP 00504624	03/06/2025	1414021	MAINT. SUPPLIES		261.92
							Vendor Total:	**261.92**
100888	CONSTELLATION	110-261-0000-0000-083-0065-55520000	HP 00504625	03/06/2025	4234697	45 E PEARL		116.09
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00504625	03/06/2025	4234697	1620 E ELZA		1,765.58
100888	CONSTELLATION	110-261-0000-0000-600-0065-55520000	HP 00504625	03/06/2025	4234697	2100 WDWRD HTS - JARDON		1,141.91
100888	CONSTELLATION	110-261-0000-0000-150-0065-55520000	HP 00504625	03/06/2025	4234697	2100 WDWRD HTS - WEBB		6,029.87
100888	CONSTELLATION	110-261-0000-0000-300-0065-55520000	HP 00504625	03/06/2025	4234697	23400 HUGHES		9,243.06
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00504625	03/06/2025	4234697	MAINTENANCE		820.14
100888	CONSTELLATION	110-261-0000-0000-200-0065-55520000	HP 00504625	03/06/2025	4234697	22770 HIGHLAND		3,689.33
100888	CONSTELLATION	110-261-0000-0000-130-0065-55520000	HP 00504625	03/06/2025	4234697	23720 HOOVER		2,131.32
100888	CONSTELLATION	110-261-0000-0000-550-0065-55520000	HP 00504625	03/06/2025	4234697	570 E MAPLEDALE		1,301.10
100888	CONSTELLATION	110-261-0000-0000-560-0065-55520000	HP 00504625	03/06/2025	4234697	24131 STEPHENSON		2,075.39
100888	CONSTELLATION	110-261-0000-0000-170-0065-55520000	HP 00504625	03/06/2025	4234697	1001 E. HARRY		1,525.34
100888	CONSTELLATION	110-261-0000-0000-190-0065-55520000	HP 00504625	03/06/2025	4234697	431 W JARVIS		2,082.74
100888	CONSTELLATION	110-261-0000-0000-650-0065-55520000	HP 00504625	03/06/2025	4234697	1650 MAPLEDALE		1,404.86
							Vendor Total:	**33,326.73**
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00504626	03/06/2025	276931225	ACT#100011932769		42.65
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00504626	03/06/2025	284331225	ACT#100011932843		26.59
							Vendor Total:	**69.24**
100459	CONVERGENT TECH	110-284-0000-0000-000-0284-54910000	HP 00504627	03/06/2025	19202	SERVICE FOR HPS		150.00
							Vendor Total:	**150.00**
100609	DAVID RUSKIN	110-000-0000-0000-000-0000-24516000	HP 00504628	03/06/2025	2850/2501050	PAYROLL		415.38
							Vendor Total:	**415.38**

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100310	DAVIDS GOLD MEDAL	110-293-0000-0000-300-0350-55990000	HP 00504629	03/06/2025	6763	WRESTLING MAT CLEANER		230.00
100310	DAVIDS GOLD MEDAL	110-293-0000-0000-300-0350-55990000	HP 00504629	03/06/2025	6805	WRESTLING ANKLE BANDS		36.00
							Vendor Total:	**266.00**
100533	DRAMATIC GRAPHICS	290-296-9312-0000-000-0300-57920000	HP 00504630	03/06/2025	2704	T SHIRTS		834.00
							Vendor Total:	**834.00**
100313	DTE ENERGY	110-261-0000-0000-300-0065-55520000	HP 00504631	03/06/2025	212031025	ACT#920050742120		15,340.36
100313	DTE ENERGY	110-261-0000-0000-200-0065-55520000	HP 00504631	03/06/2025	698031025	ACT#910040946980		11,496.28
							Vendor Total:	**26,836.64**
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0600-53130000	HP 00504632	03/06/2025	38348	JARDON MOCI		225.00
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0601-53130000	HP 00504632	03/06/2025	38348	JARDON ASD		225.00
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0602-53130000	HP 00504632	03/06/2025	38348	JARDON SXI		225.00
100446	FAR THERAPEUTIC &	220-219-0071-0000-600-0600-53130000	HP 00504632	03/06/2025	38349	MOCI		337.50
100446	FAR THERAPEUTIC &	220-219-0071-0000-600-0601-53130000	HP 00504632	03/06/2025	38349	ASD		168.75
100446	FAR THERAPEUTIC &	220-219-0071-0000-600-0602-53130000	HP 00504632	03/06/2025	38349	SXI		337.50
							Vendor Total:	**1,518.75**
101482	GRAFTON SCHOOL	220-122-0140-0000-130-0660-53220000	HP 00504633	03/06/2025	GIHNINV00575	SUPPLIES		748.02
							Vendor Total:	**748.02**
100455	GRAINGER	110-261-0000-0000-000-0065-55990000	HP 00504634	03/06/2025	9424615095	MAINT. SUPPLIES		49.25
							Vendor Total:	**49.25**
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00504635	03/06/2025	903467Q	MAINT. SUPPLIES		41.34
							Vendor Total:	**41.34**
100451	J W PEPPER & SONS	110-112-0000-0000-200-0200-55110000	HP 00504636	03/06/2025	367222450	CHOIR SUPPLIES @ HPJH		34.50
							Vendor Total:	**34.50**
100323	JOSTENS INC	290-296-9340-0000-000-0300-57920000	HP 00504637	03/06/2025	36055609	GRADUATION SUPPLIES		1,113.95
							Vendor Total:	**1,113.95**
100868	KS VENTURES INC	110-261-0000-0000-300-0065-53190000	HP 00504638	03/06/2025	32948	MAINT. SERVICE		2,300.00
100868	KS VENTURES INC	110-261-0000-0000-650-0065-53190000	HP 00504638	03/06/2025	33460	MAINT. SERVICE		2,300.00
100868	KS VENTURES INC	110-261-0000-0000-650-0065-53190000	HP 00504638	03/06/2025	34125	MAINT. SERVICE		720.00
100868	KS VENTURES INC	110-261-0000-0000-650-0065-53190000	HP 00504638	03/06/2025	34310	MAINT. SERVICE		3,260.00
100868	KS VENTURES INC	110-261-0000-0000-650-0065-53190000	HP 00504638	03/06/2025	34319	MAINT. SERVICE		2,500.00
100868	KS VENTURES INC	110-261-0000-0000-650-0065-53190000	HP 00504638	03/06/2025	34354	MAINT. SERVICE		950.00
							Vendor Total:	**12,030.00**
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-53190000	HP 00504639	03/06/2025	62267	CHARTWELLS - REPAIRS		225.00

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101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-53190000	HP 00504639	03/06/2025	62274	CHARTWELLS - REPAIRS		225.00
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-53190000	HP 00504639	03/06/2025	62292	CHARTWELLS - REPAIRS		345.00
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-53190000	HP 00504639	03/06/2025	62316	CHARTWELLS - REPAIRS		488.50
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-53190000	HP 00504639	03/06/2025	62319	CHARTWELLS - REPAIRS		795.18
							Vendor Total:	**2,078.68**
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	CMC Workbook 1 - Level C	P2500274	146.40
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts Workb	P2500274	146.40
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts Teach	P2500274	598.89
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts Teach	P2500274	0.00
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts Stude	P2500274	97.20
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts Textb	P2500274	965.94
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts Workb	P2500274	101.52
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts Teach	P2500274	482.22
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts - Tea	P2500274	0.00
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Connecting Math Concepts Stude	P2500274	155.52
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	Shipping and Handling Cost	P2500274	161.08
100413	MCGRAW HILL BOOK CO	110-112-0000-0000-200-0201-55110000	HP 00504640	03/06/2025	136156434001	FOR HPJH - MATH DEPARTMENT	P2500274	0.00
							Vendor Total:	**2,855.17**
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00504641	03/06/2025	2548059300	MAINT. SUPPLIES		10.28
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00504641	03/06/2025	2548301800	MAINT. SUPPLIES		37.66
							Vendor Total:	**47.94**
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504642	03/06/2025	2825/2501050	PAYROLL		17.69
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504642	03/06/2025	2825/2501050	PAYROLL		29.46
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504642	03/06/2025	2825/2501050	PAYROLL		20.91
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504642	03/06/2025	2825/2501050	PAYROLL		28.93
							Vendor Total:	**96.99**
100447	MERIDIAN WINDS	110-112-0000-0000-200-0200-55110000	HP 00504643	03/06/2025	14016	BAND SUPPLIES/REPAIRS HPJH		180.00
100447	MERIDIAN WINDS	110-112-0000-0000-200-0200-55110000	HP 00504643	03/06/2025	14033	BAND SUPPLIES/REPAIRS HPJH		90.00
100447	MERIDIAN WINDS	110-112-0000-0000-200-0200-55110000	HP 00504643	03/06/2025	14061	BAND SUPPLIES/REPAIRS HPJH		160.00
100447	MERIDIAN WINDS	110-112-0000-0000-200-0200-55110000	HP 00504643	03/06/2025	14104	BAND SUPPLIES/REPAIRS HPJH		268.00
100447	MERIDIAN WINDS	110-112-0000-0000-200-0200-55110000	HP 00504643	03/06/2025	14136	BAND SUPPLIES/REPAIRS HPJH		95.00
100447	MERIDIAN WINDS	110-112-0000-0000-200-0200-55110000	HP 00504643	03/06/2025	14140	BAND SUPPLIES/REPAIRS HPJH		170.00
100447	MERIDIAN WINDS	110-112-0000-0000-200-0200-55110000	HP 00504643	03/06/2025	14153	BAND SUPPLIES/REPAIRS HPJH		75.00
							Vendor Total:	**1,038.00**

Selection:

OH_DTL.[oh_ck_dt] <= '03/31/2025' AND OH_DTL.[oh_ck_dt] >= '03/01/2025'

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
101412	MICHIGAN ATHLETIC	110-293-0000-0000-300-0350-53191000	HP 00504644	03/06/2025	22625	2025 HP WINTER FEBRUARY		2,820.00
							Vendor Total:	**2,820.00**
100589	MILLENNIUM BUSINESS	110-113-0000-0000-560-0560-54220000	HP 00504645	03/06/2025	38568026	INVEST COPIER		843.20
							Vendor Total:	**843.20**
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00504646	03/06/2025	2800/2501050	PAYROLL		88.05
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00504646	03/06/2025	2800/2501050	PAYROLL		105.06
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00504646	03/06/2025	2800/2501050	PAYROLL		144.60
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00504646	03/06/2025	2800/2501050	PAYROLL		52.64
							Vendor Total:	**390.35**
101052	NORTHSTAR MAT SERVICE	110-252-0000-0000-000-0060-54910000	HP 00504647	03/06/2025	0694590	ADMIN		62.84
101052	NORTHSTAR MAT SERVICE	220-122-0120-0000-600-0600-54910000	HP 00504647	03/06/2025	0694590	JARDON		123.15
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-150-0150-54910000	HP 00504647	03/06/2025	0694590	WEBB		54.06
101052	NORTHSTAR MAT SERVICE	110-113-0000-0000-300-0300-54910000	HP 00504647	03/06/2025	0694590	HPHS		230.63
101052	NORTHSTAR MAT SERVICE	110-112-0000-0000-200-0200-54910000	HP 00504647	03/06/2025	0694590	HPJH		135.22
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-130-0130-54910000	HP 00504647	03/06/2025	0694590	HOOVER		70.51
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-170-0170-54910000	HP 00504647	03/06/2025	0694590	UNITED OAKS		84.77
101052	NORTHSTAR MAT SERVICE	230-351-0000-0000-190-0230-54910000	HP 00504647	03/06/2025	0694590	WEBSTER		104.51
101052	NORTHSTAR MAT SERVICE	110-113-0000-0000-400-0400-54910000	HP 00504647	03/06/2025	0694590	ADVANTAGE		58.45
							Vendor Total:	**924.14**
100337	PETERSON GLASS CO	110-261-0000-0000-650-0065-55990000	HP 00504648	03/06/2025	25279	MAINT. SUPPLIES		251.37
							Vendor Total:	**251.37**
100434	PIONEER REVERE	110-293-0000-0000-300-0350-55990000	HP 00504649	03/06/2025	INV237079	FIELD MAINTENANCE		493.20
							Vendor Total:	**493.20**
101298	POLAR PARADICE INC	250-297-0000-0000-000-0000-55990000	HP 00504650	03/06/2025	677	CHARTWELLS SUPPLIES		1,012.50
							Vendor Total:	**1,012.50**
101493	REGAL AWARDS INC	290-296-9202-0000-000-0200-57920000	HP 00504651	03/06/2025	226375	Bands shirts including shippin	P2500259	1,138.29
							Vendor Total:	**1,138.29**
100064	REPUBLIC SERVICES INC	110-261-0000-0000-081-0065-53840000	HP 00504652	03/06/2025	0237002143324	WASTE REMOVAL		1.84
							Vendor Total:	**1.84**
100749	SONITROL GREAT LAKES	110-266-0000-0000-200-0066-53190000	HP 00504653	03/06/2025	572204	HPJH		1,022.88
							Vendor Total:	**1,022.88**
101391	STAGES PUBLISHING	110-122-0140-0000-130-0660-55110000	HP 00504654	03/06/2025	940419	ARIS CLASROOM SUBSCRIPTION		999.00
							Vendor Total:	**999.00**

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100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504655	03/06/2025	25107	TRANSPORTATION REPAIRS		285.93
100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504655	03/06/2025	25172	TRANSPORTATION REPAIRS		277.83
100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504655	03/06/2025	25173	TRANSPORTATION REPAIRS		1,346.95
100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504655	03/06/2025	25190	TRANSPORTATION REPAIRS		2,039.71
100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504655	03/06/2025	25195	TRANSPORTATION REPAIRS		565.30
100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504655	03/06/2025	25211	TRANSPORTATION REPAIRS		588.00
							Vendor Total:	**5,103.72**
101452	TEAMSTERS LOCAL 214	110-000-0000-0000-000-0000-24517000	HP 00504656	03/06/2025	2825/2501050	PAYROLL		212.50
							Vendor Total:	**212.50**
101512	THE REPTARIUM	290-296-9161-0000-000-0170-57920000	HP 00504657	03/06/2025	102766	FIELD TRIP		500.00
							Vendor Total:	**500.00**
101439	VELO LAW OFFICE	110-000-0000-0000-000-0000-24516000	HP 00504658	03/06/2025	2840/2501050	PAYROLL		48.17
							Vendor Total:	**48.17**
100032	VERIZON WIRELESS	110-261-0000-0000-000-0060-53410000	HP 00504659	03/06/2025	6106063158	AK & BW CELL PHONES		102.46
100032	VERIZON WIRELESS	110-261-0000-0000-000-0065-53415000	HP 00504659	03/06/2025	6106063158	GR CELL PHONE		51.23
							Vendor Total:	**153.69**
100996	WILSON, SHARON	110-293-0000-0000-300-0350-55990000	HP 00504660	03/06/2025	24054	SENIOR BANNERS FOR WINTER		810.00
							Vendor Total:	**810.00**
101206	COX, JODY	290-296-9469-0000-000-0450-57920000	HP 00504661	03/07/2025	3525	DANCE COMP. JUDGE		250.00
101206	COX, JODY	290-296-9469-0000-000-0450-57920000	HP 00504661	03/07/2025	3525	MILEAGE REIMBURSMENT		52.26
							Vendor Total:	**302.26**
100313	DTE ENERGY	110-261-0000-0000-560-0065-55520000	HP 00504662	03/07/2025	09783325	ACT#910013450978		1,969.26
							Vendor Total:	**1,969.26**
101204	GOLEN, ISABELLA MARIE	290-296-9469-0000-000-0450-57920000	HP 00504663	03/07/2025	3525	DANCE COMP. JUDGE		212.50
101204	GOLEN, ISABELLA MARIE	290-296-9469-0000-000-0450-57920000	HP 00504663	03/07/2025	3525	DANCE COMP. JUDGE - MILEAGE		200.00
							Vendor Total:	**412.50**
101517	HUGHES, IRELLE	290-296-9469-0000-000-0450-57920000	HP 00504664	03/07/2025	3525	DANCE COMP JUDGE		212.50
							Vendor Total:	**212.50**
101208	JUNE , ALICIA	290-296-9469-0000-000-0450-57920000	HP 00504665	03/07/2025	3525	DANCE COMP. JUDGE		212.50
							Vendor Total:	**212.50**
101207	MIKKELSON, ALISHA	290-296-9469-0000-000-0450-57920000	HP 00504666	03/07/2025	3525	DANCE COMP. JUDGE		212.50
							Vendor Total:	**212.50**
101513	SCHEICHER, ASHLEY	290-296-9469-0000-000-0450-57920000	HP 00504667	03/07/2025	3525	DANCE COMP. JUDGE		250.00

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101513	SCHEICHER, ASHLEY	290-296-9469-0000-000-0450-57920000	HP 00504667	03/07/2025	3525	DANCE COMP. JUDGE - MILEAGE		58.96
							Vendor Total:	**308.96**
101514	SIX, ELLA M	290-296-9469-0000-000-0450-57920000	HP 00504668	03/07/2025	3525	DANCE COMP. JUDGE		250.00
							Vendor Total:	**250.00**
101515	SIX, PAMELA L	290-296-9469-0000-000-0450-57920000	HP 00504669	03/07/2025	3525	DANCE COMP. JUDGE		350.00
101515	SIX, PAMELA L	290-296-9469-0000-000-0450-57920000	HP 00504669	03/07/2025	3525	DANCE COMP. JUDGE - MILEAGE		330.98
							Vendor Total:	**680.98**
101516	SMITH, TRACIE L	290-296-9469-0000-000-0450-57920000	HP 00504670	03/07/2025	3525	DANCE COMP. JUDGE		350.00
101516	SMITH, TRACIE L	290-296-9469-0000-000-0450-57920000	HP 00504670	03/07/2025	3525	DANCE COMP. JUDGE		314.90
							Vendor Total:	**664.90**
100399	STATE OF MICHIGAN - LARA	110-261-0000-0000-190-0065-54120000	HP 00504671	03/07/2025	BLR479012	BOILER INSPECTIONS - WEBSTER		150.00
							Vendor Total:	**150.00**
101104	AMERICAN READING	110-111-0000-0000-130-0131-55110000	HP 00504672	03/07/2025	0000218165	PROPOSAL NUMBER: 246999 - Haz	P2500004	3,245.00
101104	AMERICAN READING	110-111-0000-0000-130-0130-55110000	HP 00504672	03/07/2025	0000218165	OVERAGE OF PO		860.00
101104	AMERICAN READING	110-111-0000-0000-130-0131-55110000	HP 00504672	03/07/2025	0000218166	PROPOSAL NUMBER: 246999 - Haz	P2500004	2,420.00
101104	AMERICAN READING	110-111-0000-0000-130-0131-55110000	HP 00504672	03/07/2025	0000218167	PROPOSAL NUMBER: 246999 - Haz	P2500004	1,980.00
101104	AMERICAN READING	110-111-0000-0000-130-0131-55110000	HP 00504672	03/07/2025	0000220049	PROPOSAL NUMBER: 246999 - Haz	P2500004	6,525.00
							Vendor Total:	**15,030.00**
101231	LITTLE CAESARS	290-296-9132-0000-000-0150-57920000	HP 00504673	03/12/2025	54588	5TH GRADE CAMP FUNDRAISER		2,327.00
							Vendor Total:	**2,327.00**
100085	EASTERN MICHIGAN	110-293-0000-0000-300-0350-57410000	HP 00504674	03/14/2025	31325	HIGH SCHOOLTRACK MEET		450.00
							Vendor Total:	**450.00**
100533	DRAMATIC GRAPHICS	290-296-9312-0000-000-0300-57920000	HP 00504675	03/14/2025	2747	8TH GRADE SHIRTS		486.00
							Vendor Total:	**486.00**
100309	CONSUMERS ENERGY	110-261-0000-0000-550-0065-55510000	HP 00504676	03/17/2025	02574325	act#100068070257		1,353.81
100309	CONSUMERS ENERGY	110-261-0000-0000-650-0065-55510000	HP 00504676	03/17/2025	46694325	ACT#103035624669		1,700.21
100309	CONSUMERS ENERGY	110-261-0000-0000-550-0065-55510000	HP 00504676	03/17/2025	8114325	ACT#100000008811		28.43
100309	CONSUMERS ENERGY	110-261-0000-0000-190-0065-55510000	HP 00504676	03/17/2025	87954325A	ACT#100000008795		2,067.35
100309	CONSUMERS ENERGY	110-261-0000-0000-200-0065-55510000	HP 00504676	03/17/2025	88374325	ACT#100000008837		3,739.20
100309	CONSUMERS ENERGY	110-261-0000-0000-170-0065-55510000	HP 00504676	03/17/2025	88454325	ACT#100000008845		1,630.09
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00504676	03/17/2025	88604325	ACT#100000008860		44.35
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00504676	03/17/2025	88784325	ACT#100000008878		1,954.93
100309	CONSUMERS ENERGY	110-261-0000-0000-300-0065-55510000	HP 00504676	03/17/2025	890232725	ACT#100000008902		4,490.61
100309	CONSUMERS ENERGY	110-261-0000-0000-130-0065-55510000	HP 00504676	03/17/2025	891032725	ACT#100000008910		1,027.70

Selection:

OH_DTL.[oh_ck_dt] <= '03/31/2025' AND OH_DTL.[oh_ck_dt] >= '03/01/2025'

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100309	CONSUMERS ENERGY	110-261-0000-0000-150-0065-55510000	HP 00504676	03/17/2025	893632725	ACT#100000008936		357.95
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00504676	03/17/2025	894432725	ACT#100000008944		425.27
100309	CONSUMERS ENERGY	110-261-0000-0000-150-0065-55510000	HP 00504676	03/17/2025	895132725	ACT#100000008951		3,425.53
100309	CONSUMERS ENERGY	110-261-0000-0000-560-0065-55510000	HP 00504676	03/17/2025	89694425	ACT#100000008969		3,911.12
							Vendor Total:	**26,156.55**
100313	DTE ENERGY	110-261-0000-0000-560-0065-55520000	HP 00504677	03/17/2025	097832525	aCT#910013450978		2,027.08
100313	DTE ENERGY	110-261-0000-0000-083-0065-55520000	HP 00504677	03/17/2025	169133125	ACT#910039981691		52.52
100313	DTE ENERGY	110-261-0000-0000-150-0065-55520000	HP 00504677	03/17/2025	21124125	ACT#920050742112		11,125.97
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00504677	03/17/2025	320741025	ACT#910040563207		1,254.15
100313	DTE ENERGY	110-261-0000-0000-550-0065-55520000	HP 00504677	03/17/2025	39644125	ACT#920006433964		1,636.99
100313	DTE ENERGY	110-261-0000-0000-170-0065-55520000	HP 00504677	03/17/2025	497433125	ACT#910005744974		5,535.02
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00504677	03/17/2025	508833125	ACT#910005745088		3,360.78
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00504677	03/17/2025	53514125	ACT#910005745351		17.65
100313	DTE ENERGY	110-261-0000-0000-130-0065-55520000	HP 00504677	03/17/2025	54684125	ACT#910005745468		4,647.98
100313	DTE ENERGY	110-261-0000-0000-190-0065-55520000	HP 00504677	03/17/2025	56094125	ACT#910005745609		3,358.19
100313	DTE ENERGY	110-261-0000-0000-650-0065-55520000	HP 00504677	03/17/2025	64424225	ACT#910039996442		3,652.34
100313	DTE ENERGY	110-261-0000-0000-300-0065-55520000	HP 00504677	03/17/2025	66634125	ACT#91003181663		40 189.09
							Vendor Total:	**36,857.76**
101162	ALRO STEEL CORPORATION	110-113-0000-2230-300-2230-55110000	HP 00504678	03/20/2025	FCJ7066TZ	WELDING CLASS		304.40
							Vendor Total:	**304.40**
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00504679	03/20/2025	563308	PHYSICAL EXAM		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00504679	03/20/2025	564160	PHYSICAL EXAM		88.00
							Vendor Total:	**138.00**
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00504680	03/20/2025	7791	KEYS/CORES		1,461.99
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00504680	03/20/2025	7802	MAINT. SUPPLIES - KEYS		1,183.25
							Vendor Total:	**2,645.24**
100347	BILLINGS LAWN EQUIPMENT	110-261-0000-0000-000-0065-55990000	HP 00504681	03/20/2025	480724	MAINT. SUPPLIES		22.55
							Vendor Total:	**22.55**
100526	CAROLINA BIOLOGICAL	110-111-0000-0000-130-0131-55110000	HP 00504682	03/20/2025	52880969RI	PERFECT SOLUTION SQUID, UP TO	12500022	190.00
							Vendor Total:	**190.00**
101496	CITY CONTRACTING	110-456-0000-8830-000-8830-56220000	HP 00504683	03/20/2025	12025	DOORS PROJECT		408,200.00
101496	CITY CONTRACTING	420-456-0000-0000-000-0000-56220000	HP 00504683	03/20/2025	12025	DOORS PROJECT		57,100.00
							Vendor Total:	**465,300.00**
100321	CITY OF HAZEL PARK	110-261-0000-0000-000-0065-55710000	HP 00504684	03/20/2025	0167	MAINTENANCE FUEL		2,250.20

Selection:

OH_DTL.[oh_ck_dt] <= '03/31/2025' AND OH_DTL.[oh_ck_dt] >= '03/01/2025'

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100321	CITY OF HAZEL PARK	110-271-0000-0000-000-0061-53710000	HP 00504684	03/20/2025	0167	TRANSPORTATION FUEL		2,537.44
							Vendor Total:	**4,787.64**
101404	CLARKSTON COMMUNITY	110-113-0000-0000-300-0300-57410000	HP 00504685	03/20/2025	21825	CLARKSTON INVITATIONAL -		225.00
							Vendor Total:	**225.00**
100308	COCHRANE SUPPLY	110-261-0000-0000-200-0065-55990000	HP 00504686	03/20/2025	1407638	MAINT. SUPPLIES - HPJH		392.09
100308	COCHRANE SUPPLY	110-261-0000-0000-200-0065-55990000	HP 00504686	03/20/2025	1407879	MAINT. SUPPLIES - HPJH		38.47
							Vendor Total:	**430.56**
100888	CONSTELLATION	110-261-0000-0000-083-0065-55520000	HP 00504687	03/20/2025	4257007	45 E PEARL		207.66
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00504687	03/20/2025	4257007	1620 E ELZA		2,172.82
100888	CONSTELLATION	110-261-0000-0000-600-0065-55520000	HP 00504687	03/20/2025	4257007	2100 WDWRD HTS - JARDON		729.01
100888	CONSTELLATION	110-261-0000-0000-150-0065-55520000	HP 00504687	03/20/2025	4257007	2100 WDWRD HTS - WEBB		5,708.05
100888	CONSTELLATION	110-261-0000-0000-300-0065-55520000	HP 00504687	03/20/2025	4257007	23400 HUGHES		8,117.64
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00504687	03/20/2025	4257007	MAINTENANCE		879.28
100888	CONSTELLATION	110-261-0000-0000-200-0065-55520000	HP 00504687	03/20/2025	4257007	22770 HIGHLAND		4,376.43
100888	CONSTELLATION	110-261-0000-0000-130-0065-55520000	HP 00504687	03/20/2025	4257007	23720 HOOVER		2,170.90
100888	CONSTELLATION	110-261-0000-0000-550-0065-55520000	HP 00504687	03/20/2025	4257007	570 E MAPLEDALE		1,524.00
100888	CONSTELLATION	110-261-0000-0000-560-0065-55520000	HP 00504687	03/20/2025	4257007	24131 STEPHENSON		2,225.48
100888	CONSTELLATION	110-261-0000-0000-170-0065-55520000	HP 00504687	03/20/2025	4257007	1001 E. HARRY		689.03
100888	CONSTELLATION	110-261-0000-0000-190-0065-55520000	HP 00504687	03/20/2025	4257007	431 W JARVIS		2,643.67
100888	CONSTELLATION	110-261-0000-0000-650-0065-55520000	HP 00504687	03/20/2025	4257007	1650 MAPLEDALE		2,120.15
							Vendor Total:	**33,564.12**
100459	CONVERGENT TECH	110-284-0000-0000-000-0284-54910000	HP 00504688	03/20/2025	19250	EMAILS REGARDING LOA		225.00
							Vendor Total:	**225.00**
101059	COURAGEOUS INC	110-293-0000-0000-300-0350-57410000	HP 00504689	03/20/2025	31725	VARSITY GIRLS AND BOYS TRACK		350.00
							Vendor Total:	**350.00**
100891	DAKOTA HIGH SCHOOL	110-293-0000-0000-300-0350-57410000	HP 00504690	03/20/2025	4525	TRACK AND FIELD		300.00
							Vendor Total:	**300.00**
100889	DIVINE CHILD HIGH SCHOOL	110-293-0000-0000-300-0350-57410000	HP 00504691	03/20/2025	42625	TRACK AND FIELD EVENT		200.00
							Vendor Total:	**200.00**
101132	ENTECH MEDICALL	220-213-0015-0000-600-0601-53130000	HP 00504692	03/20/2025	10675	AIDE		626.76
101132	ENTECH MEDICALL	220-213-0015-0000-600-0601-53130000	HP 00504692	03/20/2025	10792	AIDE		895.38
							Vendor Total:	**1,522.14**
100446	FAR THERAPEUTIC &	220-219-0072-0000-600-0602-53130000	HP 00504693	03/20/2025	38501	GROUP ART THERAPY JARDON		168.75
100446	FAR THERAPEUTIC &	220-219-0072-0000-600-0601-53130000	HP 00504693	03/20/2025	38501	GROUP ART THERAPY JARDON		168.75

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100446	FAR THERAPEUTIC &	220-219-0072-0000-150-0603-53130000	HP 00504693	03/20/2025	38502	GROUP ART THERAPY WEBB		337.50
100446	FAR THERAPEUTIC &	220-219-0075-0000-150-0603-53130000	HP 00504693	03/20/2025	38503	GROUP ART THERAPY WEBB SXI		168.75
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0600-53130000	HP 00504693	03/20/2025	38504	GROUP MOVEMENT MOCI		168.75
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0601-53130000	HP 00504693	03/20/2025	38504	GROUP MOVEMENT ASD		168.75
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0602-53130000	HP 00504693	03/20/2025	38504	GROUP MOVEMENT SXI		168.75
100446	FAR THERAPEUTIC &	220-219-0071-0000-150-0604-53130000	HP 00504693	03/20/2025	38505	GROUP ART THERAPY WEBB ASD		112.50
100446	FAR THERAPEUTIC &	220-219-0071-0000-150-0603-53130000	HP 00504693	03/20/2025	38505	GROUP ART THERAPY WEBB SXI		225.00
100446	FAR THERAPEUTIC &	220-219-0071-0000-600-0600-53130000	HP 00504693	03/20/2025	38506	MUSIC JARDON MOCI		225.00
100446	FAR THERAPEUTIC &	220-219-0071-0000-600-0601-53130000	HP 00504693	03/20/2025	38506	MUSIC JARDON ASD		112.50
100446	FAR THERAPEUTIC &	220-219-0071-0000-600-0602-53130000	HP 00504693	03/20/2025	38506	MUSIC JARDON SXI		225.00
							Vendor Total:	**2,250.00**
100498	FERRELLGAS	110-261-0000-0000-081-0065-55510000	HP 00504694	03/20/2025	1129591953	PROPANE AND HAZELWOOD		178.82
100498	FERRELLGAS	110-261-0000-0000-081-0065-55510000	HP 00504694	03/20/2025	RN10803047	RENTAL		59.00
							Vendor Total:	**237.82**
100640	FIBER LINK INC	110-284-0000-0000-000-0284-53190000	HP 00504695	03/20/2025	20213	MISS DIG TICKETS		39.00
							Vendor Total:	**39.00**
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00504696	03/20/2025	903107Q	MAINT. SUPPLIES		22.97
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00504696	03/20/2025	905389Q	MAINT. SUPPLIES		86.11
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00504696	03/20/2025	905524Q	MAINT. SUPPLIES		92.42
							Vendor Total:	**201.50**
100371	HAZEL PARK AUX POLICE	110-266-0000-0000-300-0066-54910000	HP 00504697	03/20/2025	BB2025	AUX POLICE 11/26/24 to 3/7/25		6,900.00
							Vendor Total:	**6,900.00**
100488	HOME DEPOT CREDIT	110-261-0000-0000-000-0065-55990000	HP 00504698	03/20/2025	94103525	ACT#6035322501379410		165.28
							Vendor Total:	**165.28**
101224	HOPSKIPDRIVE INC	110-271-0000-6010-000-6010-53310000	HP 00504699	03/20/2025	27665	MV TRANSPORTATION		37,991.96
101224	HOPSKIPDRIVE INC	110-271-0099-0000-000-0660-53310000	HP 00504699	03/20/2025	27665	SPED TRANSPORTATION		3,854.05
							Vendor Total:	**41,846.01**
100569	INTEGRITY BUSINESS	110-261-0000-0000-000-0060-55110000	HP 00504700	03/20/2025	26542590	PAPER FOR DISTRICT		1,439.60
100569	INTEGRITY BUSINESS	110-111-0000-0000-170-0170-55110000	HP 00504700	03/20/2025	26579220	PAPER - UNITED OAKS		1,439.60
							Vendor Total:	**2,879.20**
100830	INTERACTIVE LIGHTING	110-261-0000-0000-000-0060-54110000	HP 00504701	03/20/2025	INV20215235	LIGHTS		170.94
100830	INTERACTIVE LIGHTING	110-261-0000-0000-300-0065-55990000	HP 00504701	03/20/2025	INV20215293	MAINT. SUPPLIES - HS		186.10
							Vendor Total:	**357.04**
100451	J W PEPPER & SONS	110-112-0000-0000-200-0200-55110000	HP 00504702	03/20/2025	367279554	HPJH SUPPLIES		57.00

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							Vendor Total:	**57.00**
100323	JOSTENS INC	290-296-9340-0000-000-0300-57920000	HP 00504703	03/20/2025	36297867	GRADUATION SUPPLIES		12.90
100323	JOSTENS INC	290-296-9340-0000-000-0300-57920000	HP 00504703	03/20/2025	36317965	GRADUATION SUPPLIES		38.70
							Vendor Total:	**51.60**
101401	LAKE ORION BAND	110-113-0000-0000-300-0300-57410000	HP 00504704	03/20/2025	21825	LAKE ORION INVITATIONAL -		225.00
							Vendor Total:	**225.00**
100978	LL JOHNSON LUMBER MFG	110-127-0567-0000-300-0000-55990000	HP 00504705	03/20/2025	242292	WOODSHOP SUPPLIES		1,584.14
							Vendor Total:	**1,584.14**
101350	LUCAS, ALLISON	110-216-0041-0000-300-0660-53210000	HP 00504706	03/20/2025	31725	MILEAGE REIMBURSMENT		200.00
101350	LUCAS, ALLISON	110-216-0041-0000-300-0660-53210000	HP 00504706	03/20/2025	3325	TRANSPORTATION		100.00
							Vendor Total:	**300.00**
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-53190000	HP 00504707	03/20/2025	62382	CHARTWELLS - REPAIRS		225.00
							Vendor Total:	**225.00**
101273	MADISON HEIGHTS PLBG &	110-261-0000-0000-170-0065-55990000	HP 00504708	03/20/2025	213638	MAINT. SUPPLIES - UNITED OAKS		142.68
							Vendor Total:	**142.68**
101367	MAGIERA, DAVID J	110-293-0000-0000-300-0450-54910000	HP 00504709	03/20/2025	0536	FILMING HUDDLE		450.00
							Vendor Total:	**450.00**
101413	MCBA	110-113-0000-0000-300-0300-57410000	HP 00504710	03/20/2025	21825	25/26 MCBA UNIT MEMBERSHIP		500.00
							Vendor Total:	**500.00**
100843	MEA - MEMBERSHIP	110-231-0000-0000-000-0060-57410000	HP 00504711	03/20/2025	INV516	HPEA CONTRACTS		1,381.31
							Vendor Total:	**1,381.31**
100447	MERIDIAN WINDS	110-112-0000-0000-200-0200-55110000	HP 00504712	03/20/2025	14164	BAND SUPPLIES/REPAIRS HPJH		175.00
							Vendor Total:	**175.00**
100066	MHSAA	110-293-0000-0000-300-0450-57410000	HP 00504713	03/20/2025	1543564886	CAP CLASS TRAINING		60.00
							Vendor Total:	**60.00**
100159	MICHIGAN ASSOC OF	110-231-0000-0000-000-0060-57410000	HP 00504714	03/20/2025	INV130111	WORKSHOP		967.60
							Vendor Total:	**967.60**
100276	MICHIGAN SPORTS	110-293-0000-0000-300-0350-53199000	HP 00504715	03/20/2025	1019	REF ASSIGNER FEES		755.00
							Vendor Total:	**755.00**
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78

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100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.80
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	110-125-0000-0000-400-0400-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-241-0000-0000-170-0170-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE	44	108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		72.03
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		167.28
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		136.01
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		127.97
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		68.79
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		37.74
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		5.36
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		186.26
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		82.52
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		28.48
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		202.90
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		1.34
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		306.21
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00504716	03/20/2025	38791121	MILLENNIUM INVOICE		78.85
							Vendor Total:	**3,775.50**
101130	NAVIGATE 360 LLC	110-283-0000-0000-000-0060-54140000	HP 00504717	03/20/2025	INV33838	COMPASS SEL		8,407.63

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							Vendor Total:	**8,407.63**
101402	NOVI COMMUNITY SCHOOL	110-113-0000-0000-300-0300-57410000	HP 00504718	03/20/2025	21825	2025 MCBA ENTRY FEE		225.00
							Vendor Total:	**225.00**
100202	ORKIN LLC	110-261-0000-0000-081-0065-54910000	HP 00504719	03/20/2025	270691984	MONTHLY INVOICE		174.00
							Vendor Total:	**174.00**
100497	OTIS ELEVATOR	110-261-0000-0000-300-0065-54910000	HP 00504720	03/20/2025	100401811128	ELEVATOR SERVICE/MAINT.		3,027.96
							Vendor Total:	**3,027.96**
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00504721	03/20/2025	31025	PETTY CASH		78.85
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00504721	03/20/2025	31025	PETTY CASH		139.69
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00504721	03/20/2025	31025A	PETTY CASH		55.75
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00504721	03/20/2025	31025A	PETTY CASH		148.28
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00504721	03/20/2025	31025B	PETTY CASH		41.33
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00504721	03/20/2025	31025B	PETTY CASH		79.10
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00504721	03/20/2025	31125	PETTY CASH		19.54
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00504721	03/20/2025	31125	PETTY CASH		119.92
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00504721	03/20/2025	31125A	PETTY CASH		32.35
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00504721	03/20/2025	31125A	PETTY CASH		132.84
							Vendor Total:	**847.65**
100338	QUICK MADE SIGNS &	110-293-0000-0000-300-0350-55990000	HP 00504722	03/20/2025	3140	CHEER TROPHIES		60.00
							Vendor Total:	**60.00**
101455	RPM	110-261-0000-0000-300-0065-55990000	HP 00504723	03/20/2025	80763650	MAINT. SUPPLIES - HPHS		71.66
							Vendor Total:	**71.66**
100856	SHOWCASE AMERICA	290-296-9469-0000-000-0450-57920000	HP 00504724	03/20/2025	3525	NATIONAL SOLOS & ENSEMBLES		600.00
							Vendor Total:	**600.00**
100740	SPECTRUM WIRELESS USA	110-284-0000-0000-000-0284-56420000	HP 00504725	03/20/2025	0000006894	MONTHLY RENTAL		302.50
							Vendor Total:	**302.50**
100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504726	03/20/2025	25074	BUS MAINTENANCE		2,116.47
100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504726	03/20/2025	25105	BUS MAINTENANCE		222.83
100341	SULLIVANS FLEET SERV INC	110-271-0000-0000-000-0061-54120000	HP 00504726	03/20/2025	25108	BUS MAINTENANCE		74.45
							Vendor Total:	**2,413.75**
101450	UHY CERTIFIED PUBLIC	110-231-0000-0000-000-0060-53180000	HP 00504727	03/20/2025	550451952	AUDIT SERVICES		69,243.88
							Vendor Total:	**69,243.88**
100556	UNIVERSITY TRANSLATORS	110-226-0082-0000-000-0660-53150000	HP 00504728	03/20/2025	40867	TRANSLATOR SERVICE		293.76

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	**293.76**
100364	VIGILANTE SECURITY INC	110-261-0000-0000-083-0065-53155000	HP 00504729	03/20/2025	758380	45 E PEARL		30.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-060-0065-53155000	HP 00504729	03/20/2025	758380	1620 E ELZA		128.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-600-0065-53155000	HP 00504729	03/20/2025	758380	2100 WDWRD HTS - JARDON		63.25
100364	VIGILANTE SECURITY INC	110-261-0000-0000-150-0065-53155000	HP 00504729	03/20/2025	758380	2100 WDWRD HTS - WEBB		63.25
100364	VIGILANTE SECURITY INC	110-261-0000-0000-300-0065-53155000	HP 00504729	03/20/2025	758380	23400 HUGHES		145.50
100364	VIGILANTE SECURITY INC	250-297-0000-0000-000-0000-53190000	HP 00504729	03/20/2025	758380	HP SCHOOLS FREEZERS		17.50
100364	VIGILANTE SECURITY INC	110-261-0000-0000-060-0065-53155000	HP 00504729	03/20/2025	758380	MAINTENANCE		43.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-200-0065-53155000	HP 00504729	03/20/2025	758380	22770 HIGHLAND		111.00
100364	VIGILANTE SECURITY INC	110-271-0000-0000-000-0061-53155000	HP 00504729	03/20/2025	758380	TRANSPORTATION		43.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-130-0065-53155000	HP 00504729	03/20/2025	758380	23720 HOOVER		111.50
100364	VIGILANTE SECURITY INC	110-261-0000-0000-550-0065-53155000	HP 00504729	03/20/2025	758380	570 E MAPLEDALE		118.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-560-0065-53155000	HP 00504729	03/20/2025	758380	24131 STEPHENSON		35.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-170-0065-53155000	HP 00504729	03/20/2025	758380	1001 E. HARRY		69.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-190-0065-53155000	HP 00504729	03/20/2025	758380	431 W JARVIS		103.50
							Vendor Total:	**1,081.50**
101037	WARREN LINCOLN HIGH	110-293-0000-0000-300-0350-57410000	HP 00504730	03/20/2025	31525	WRESTLING TOURNAMENT		46 350.00
							Vendor Total:	**350.00**
100522	WWWILLIAMS	110-261-0000-0000-170-0065-54110000	HP 00504731	03/20/2025	056W22165	MAINT. SERV. - UO		430.00
							Vendor Total:	**430.00**
100011	CHAPTER 13 TRUSTEE	110-000-0000-0000-000-0000-24516000	HP 00504732	03/20/2025	2850/2501060	PAYROLL		268.00
							Vendor Total:	**268.00**
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00504733	03/20/2025	2850/2501060	PAYROLL		695.00
							Vendor Total:	**695.00**
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504734	03/20/2025	2825/2501060	PAYROLL		17.69
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504734	03/20/2025	2825/2501060	PAYROLL		29.46
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504734	03/20/2025	2825/2501060	PAYROLL		20.91
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504734	03/20/2025	2825/2501060	PAYROLL		28.93
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00504734	03/20/2025	2825/2501060	PAYROLL		29.25
							Vendor Total:	**126.24**
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00504735	03/20/2025	2800/2501060	PAYROLL		88.05
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00504735	03/20/2025	2800/2501060	PAYROLL		105.06
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00504735	03/20/2025	2800/2501060	PAYROLL		144.60
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00504735	03/20/2025	2800/2501060	PAYROLL		52.64

Hazel Park Schools
Detailed Check Register w FQA
Check Date From 3/1/2025 TO 3/31/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	**390.35**
101154	ROOSEN, VARCHETTI &	110-000-0000-0000-000-0000-24516000	HP 00504736	03/20/2025	2840/2501060	PAYROLL		284.83
							Vendor Total:	**284.83**
101452	TEAMSTERS LOCAL 214	110-000-0000-0000-000-0000-24517000	HP 00504737	03/20/2025	2825/2501060	PAYROLL		200.00
							Vendor Total:	**200.00**
101461	WEISSMAN THEATRICAL	290-296-9469-0000-000-0450-57920000	HP 00504738	03/20/2025	254246284	Item # 14190 Cerise as color	P2500277	252.77
101461	WEISSMAN THEATRICAL	290-296-9469-0000-000-0450-57920000	HP 00504738	03/20/2025	254246284	Item # 14190	P2500277	54.95
101461	WEISSMAN THEATRICAL	290-296-9469-0000-000-0450-57920000	HP 00504738	03/20/2025	254246284	Item # 14190	P2500277	109.90
101461	WEISSMAN THEATRICAL	290-296-9469-0000-000-0450-57920000	HP 00504738	03/20/2025	254246284	Fed X priority they need ASAP	P2500277	28.06
							Vendor Total:	**445.68**
100856	SHOWCASE AMERICA	290-296-9469-0000-000-0450-57920000	HP 00504739	03/25/2025	32525	HAZEL PARK DANCE		4,590.00
							Vendor Total:	**4,590.00**
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00504740	03/26/2025	276941025	ACT#100011932769		41.83
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00504740	03/26/2025	284341025	ACT#100011932843		25.98
100309	CONSUMERS ENERGY	110-261-0000-0000-083-0065-55510000	HP 00504740	03/26/2025	88864325	ACT#100000008886		220.09
							Vendor Total:	**287.90**
100313	DTE ENERGY	110-261-0000-0000-300-0065-55520000	HP 00504741	03/26/2025	21204825	ACT#920050742120		15,741.39
100313	DTE ENERGY	110-261-0000-0000-200-0065-55520000	HP 00504741	03/26/2025	69804825	ACT#910040946980		12,917.07
							Vendor Total:	**28,658.46**
			Total # of Checks:	**160**			**Grand Total:**	**1,760,019.75**

End of Report

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CORPORATE ACCOUNT SUMMARY

Previous balance	$61,747.26	Statement date	03/31/25
Payments	61,747.26	Number of days in billing cycle	31
Credits	764.27	Credit limit	500,000.00
Purchases and other debits	45,135.61	Available credit	454,398.00
Cash advances	0.00	Cash limit	0.00
Fees charged	0.00	Available cash	0.00
FINANCE CHARGES	0.00		
New balance	$44,371.34	Payment due date	04/21/25
		Amount due	$44,371.34

Call Us:
Continental US: 866-643-4203
Report Lost or Stolen Cards: 866-643-4203

Write Us:
CUSTOMER SERVICE
PO BOX 1558, COLUMBUS, OH 43272

Online Access:
www.huntington.com

Congratulations! You have earned $222 based on your company's Commercial Card spend this period. This rebate amount will be deposited directly into your company's Huntington Business checking account. Thank you for your business.
Your next authorized automatic payment of $44,371.34 will be debited from your account on the payment due date listed on page one of this statement.
If you have any questions regarding your account, please call us at 1-866-643-4203.

CORPORATE ACCOUNT ACTIVITY

HAZEL PARK SCHOOLS
XXXX XXXX XXXX 5846

TOTAL ACTIVITY
$61,747.26 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/20	**03/20**	**F1286002F00CHGDDA**	**AUTOMATIC PAYMENT - THANK YOU**	**$61,747.26 CR**

5548 YNH 001 7 31 250331 0 PAGE 1 of 9 1 0 1286 1000 T007 O1AK5548

Please detach bottom portion and submit with payment using enclosed envelope

HUNTINGTON NATIONAL BANK
PO BOX 2360
OMAHA NE 68103-2360

Account Number XXXX XXXX XXXX 5846
Payment Due Date **April 21, 2025**
Total Amount Due **$44,371.34**
You are set up with Automatic Payment in the amount of $44,371.34

Amount Enclosed
$

Make Check Payable to:

ATTN: MATTHEW MILLER
HAZEL PARK SCHOOLS
1620 EAST ELZA AVE
HAZEL PARK SCHOOLS
HAZEL PARK MI 48030

HUNTINGTON NATIONAL BANK
PO BOX 182387
COLUMBUS OH 43218-2387

48 1581055632900004330730443713404437134

:598990208: 556329300451584 6

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY

JAMIE BUCZKO

XXXX XXXX XXXX 8074	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT $5,000.00	$1,186.41	$0.00	$0.00	$290.71 CR	$895.70

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/05	03/04	87021301Z0001JQGN	OAKLAND SCHOOLS WATERFORD MI	360.00
03/07	03/06	5543687224YY8WWZQ	DOUBLETREE HOTELS NEW ORLEANS LA	290.71
			CHECK IN:03/05/2025 NUMBER OF NIGHTS:	
			CHECK OUT:03/06/2025	
			DAILY RATE: 0.00	
03/13	03/13	5543286285ZDZS8WH	PANERA BREAD #600694 O 248-616-0116 MI	27.70
03/14	03/13	5543286285ZM2QX9F	AMERICAN RED CROSS 800-733-2767 DC	35.00
03/14	03/13	5543687293TR25BRA	BRENTWOOD PEDIATRICS A LIVONIA MI	275.00
03/18	03/06	55436872Q7JRKYBWP	DOUBLETREE HOTELS NEW ORLEANS LA CREDIT	290.71 CR
			CHECK IN:03/05/2025 NUMBER OF NIGHTS:	
			CHECK OUT:03/06/2025	
			DAILY RATE: 0.00	
03/21	03/20	51043232F1YX4DXDE	MASB 5173275900 MI	198.00

DEBRA DIMAS

XXXX XXXX XXXX 8828	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT $5,000.00	$1,534.26	$0.00	$0.00	$0.00	$1,534.26

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/02	02/27	55432861V5VAASZDX	TST*NEW YORK BAGEL - F FERNDALE MI	143.00
03/05	03/04	054368420BLJW4XAP	SAMS CLUB #6659 MADISON HEIGH MI	32.96
03/05	03/04	82305091ZEHM8A0AW	AMAZON MARK* 104MY03M3 SEATTLE WA	95.54
03/06	03/05	5543286215XBR0W3H	TST*NEW YORK BAGEL - F FERNDALE MI	103.10
03/06	03/05	85369432095LMGN6V	EDDIES PIZZA WARREN MI	50.89
03/06	03/06	823050921000GVFRH	AMAZON MARK* J32341J73 SEATTLE WA	29.18
03/07	03/05	75265862196YD070V	OTC BRANDS *OTC BRAND OMAHA NE	87.82
03/13	03/12	5543286285ZG2T01X	TST*NEW YORK BAGEL - F FERNDALE MI	143.00
03/13	03/12	5548382280751WVMT	SAMSCLUB #6659 MADISON HEIGH MI	35.35
03/14	03/13	0543684288PK76JDP	KROGER #447 HAZEL PARK MI	28.37
03/14	03/13	0543684288PK76JKD	KROGER #447 HAZEL PARK MI	2.40
03/14	03/13	8230509290003ALQM	AMAZON MARK* LQ9AI5OM3 SEATTLE WA	59.95
03/14	03/13	8230509290003P2WG	AMAZON MARK* 4E6RA4CS3 SEATTLE WA	92.97
03/16	03/14	823050929EHMY10RS	AMAZON MARK* 3O85Q1CD3 SEATTLE WA	113.99
03/19	03/18	05416012D43ABRQT2	SAMSCLUB #6659 MADISON HEIGH MI	329.75
03/20	03/19	55432862F61LJHPDW	TST*NEW YORK BAGEL - F FERNDALE MI	143.00
03/20	03/19	82305092EEHN129EK	AMAZON MARK* OC8180P43 SEATTLE WA	42.99

AMY KRUPPE

XXXX XXXX XXXX 5012	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT $0.00	$299.00	$0.00	$0.00	$0.00	$299.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/02	03/01	25247701X1KZML2T9	SOCIETYFORHUMANRESOURC ALEXANDRIA VA	299.00

CORRI NASTASI

XXXX XXXX XXXX 6896	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT $5,000.00	$1,646.92	$0.00	$0.00	$0.00	$1,646.92

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/02	02/27	05436841VEHV9G8TW	LITTLE CAESARS #174 FERNDALE MI	33.94

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Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

CORRI NASTASI
XXXX XXXX XXXX 6896
CREDIT LIMIT $5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/02	02/27	05436841VEHV9G8ZJ	LITTLE CAESARS #174 FERNDALE MI	33.94
03/02	03/02	55432861X5W2S65BZ	AMAZON MKTPL*IR2A22XF3 AMZN.COM/BILL WA	27.99
03/02	03/02	55432861X5W2VY330	AMAZON MKTPL*GF0XP2R63 AMZN.COM/BILL WA	27.99
03/05	03/04	55432861Z5WWY9DES	AMAZON MKTPL*9I27U4UX3 AMZN.COM/BILL WA	15.99
03/05	03/05	5543286205X0KWY0W	AMAZON MKTPL*AK4WI9PN3 AMZN.COM/BILL WA	29.99
03/06	03/04	5543286205X41YRRY	TST*NEW YORK BAGEL - F FERNDALE MI	123.05
03/06	03/05	5543286205X52T2DM	MEIJER # 237 WARREN MI	40.11
03/07	03/07	5543286225XKNF7DF	AMAZON MKTPL*Q26CK4343 AMZN.COM/BILL WA	67.92
03/07	03/07	5543286225XK9HE6R	AMAZON.COM*D33MB92A3 AMZN.COM/BILL WA	10.21
03/09	03/07	05416012243AQ9T3L	SAMSCLUB #6664 UTICA MI	71.55
03/13	03/12	5543286285ZG2RZXG	TST*NEW YORK BAGEL - F FERNDALE MI	123.05
03/19	03/18	05436842EBLK015EM	SAMS CLUB #6664 UTICA MI	50.60
03/19	03/18	05436842EBLK0156E	SAMS CLUB #6664 UTICA MI	96.68
03/19	03/18	05436842EBLK01591	SAMS CLUB #6664 UTICA MI	45.92
03/20	03/19	55432862E61DGT41H	AMAZON.COM*NR04T08J3 AMZN.COM/BILL WA	135.83
03/20	03/19	55432862F61LJHP67	TST*NEW YORK BAGEL - F FERNDALE MI	123.05
03/20	03/19	05436842E8PK4K3PJ	KROGER #759 WHITE LAKE MI	55.71
03/20	03/19	05436842FEHSY7Q5B	LITTLE CAESARS #174 FERNDALE MI	433.40
03/21	03/20	52704872G4ZK1BM2W	CULVERS SHELBY TOWNSHI SHELBY TOWNSH MI	50.00
03/23	03/20	02305372G2X7LB765	BARNES & NOBLE #2830 SHELBY TOWNSH MI	50.00

SHEILA OKANE
XXXX XXXX XXXX 1086
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$11.00	$0.00	$0.00	$0.00	$11.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/16	03/14	82305092AEHMBWS2R	LIBIB.COM COVINA CA	11.00

MEGAN PAPASIAN-BROADWELL
XXXX XXXX XXXX 5029
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$69.00	$0.00	$0.00	$0.00	$69.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/23	03/21	87021302GEHMAN1Y4	TRIFOIA.COM/COURSES EUGENE OR	69.00

GREG RICHARDSON
XXXX XXXX XXXX 2959
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$1,693.09	$0.00	$0.00	$0.00	$1,693.09

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/02	02/28	55310201W4KXMF05J	TONYS ACE HDWE HAZEL PARK MI	14.21
03/04	03/03	55310201Z4MMTBHK6	TONYS ACE HDWE HAZEL PARK MI	52.33
03/04	03/03	55310201Z4MMTBH9K	TONYS ACE HDWE HAZEL PARK MI	8.54
03/05	03/04	5531020204N8M5NH2	TONYS ACE HDWE HAZEL PARK MI	22.79
03/05	03/04	5531020204N8M5N5R	TONYS ACE HDWE HAZEL PARK MI	9.10
03/06	03/05	5531020214NVX5S9D	TONYS ACE HDWE HAZEL PARK MI	42.90
03/06	03/05	5531020214NVX5S9M	TONYS ACE HDWE HAZEL PARK MI	23.86
03/07	03/06	5554750213B4X11QS	PHOENIX STONE COMPANY MT CLEMENS MI	756.00
03/07	03/06	5531020224PF2NDZK	TONYS ACE HDWE HAZEL PARK MI	26.59
03/11	03/10	5531020264TTAYTT1	TONYS ACE HDWE HAZEL PARK MI	63.61

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Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

GREG RICHARDSON
XXXX XXXX XXXX 2959
CREDIT LIMIT $5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/11	03/10	5531020264TTAYTT9	TONYS ACE HDWE HAZEL PARK MI	0.79
03/12	03/11	5531020274SQ4ZTN1	TONYS ACE HDWE HAZEL PARK MI	16.14
03/13	03/12	5531020284SZ7BPJQ	TONYS ACE HDWE HAZEL PARK MI	28.49
03/13	03/12	5531020284SZ7BPJW	TONYS ACE HDWE HAZEL PARK MI	3.41
03/13	03/12	5531020284SZ7BPWM	TONYS ACE HDWE HAZEL PARK MI	38.35
03/13	03/12	5531020284SZ7BPXY	TONYS ACE HDWE HAZEL PARK MI	27.54
03/13	03/12	5531020284SZ7BPX4	TONYS ACE HDWE HAZEL PARK MI	63.76
03/18	03/17	55310202D4XWJYLGK	TONYS ACE HDWE HAZEL PARK MI	6.26
03/19	03/18	55310202E4YFJSNMV	TONYS ACE HDWE HAZEL PARK MI	6.88
03/19	03/18	55310202E4YFJSN3S	TONYS ACE HDWE HAZEL PARK MI	93.19
03/20	03/19	55310202F4Z2WTZ6A	TONYS ACE HDWE HAZEL PARK MI	11.90
03/26	03/25	55310202M52K778LA	TONYS ACE HDWE HAZEL PARK MI	41.77
03/26	03/25	55310202M52K778LH	TONYS ACE HDWE HAZEL PARK MI	48.46
03/26	03/25	55310202M52K7797B	TONYS ACE HDWE HAZEL PARK MI	43.45
03/27	03/26	55310202N539HH0F0	TONYS ACE HDWE HAZEL PARK MI	77.60
03/27	03/26	55310202N539HH04M	TONYS ACE HDWE HAZEL PARK MI	15.18
03/27	03/26	55310202N539HH09T	TONYS ACE HDWE HAZEL PARK MI	48.42
03/28	03/27	55310202P53X39JDY	TONYS ACE HDWE HAZEL PARK MI	61.73
03/28	03/27	55310202P53X39JEE	TONYS ACE HDWE HAZEL PARK MI	39.84

TAMMY MCHENRY
XXXX XXXX XXXX 9812
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$2,732.41	$0.00	$0.00	$79.10 CR	$2,653.31

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/02	03/01	55432861W5VR41TXM	AMAZON MKTPL*ZN12J1Y53 AMZN.COM/BILL WA	29.99
03/03	03/02	55432861X5WB30P0V	AMAZON MKTPL*5Y9V71OM3 AMZN.COM/BILL WA	78.98
03/03	03/02	55432861X5W8YMVM2	AMAZON MKTPL*6X15B17E3 AMZN.COM/BILL WA	6.88
03/04	03/04	55432861Z5WMP5G58	AMAZON MKTPL*9Z3D92RI3 AMZN.COM/BILL WA	84.47
03/05	03/05	5543286205WZ6W1PT	AMAZON MKTPL*EV3Z014T3 AMZN.COM/BILL WA	79.83
03/05	03/05	5543286205X1F8DKH	AMAZON MKTPL*6H12X3TK3 AMZN.COM/BILL WA	10.78
03/06	03/05	5543286205X2PA9AQ	AMAZON MKTPL*ZE2WA28F3 AMZN.COM/BILL WA	636.28
03/06	03/05	751873820S66DJ3H9	QUICK MADE TROPHY SALE WARREN MI	294.00
03/07	03/06	5543286215XED6YB8	AMAZON MKTPL*JW0U76TS3 AMZN.COM/BILL WA	48.98
03/10	03/09	5543286245YE9Y6HE	AMAZON MKTPL*5M00M4JL3 AMZN.COM/BILL WA	54.99
03/11	03/10	5543286255YLWDMWN	AMAZON MKTPL*XY7FX1193 AMZN.COM/BILL WA	25.90
03/11	03/10	5543286255YMM9A34	AMAZON MKTPL*2N08C1JM3 AMZN.COM/BILL WA	19.99
03/13	03/12	054368428BLK02BP7	SAMS CLUB #6659 MADISON HEIGH MI	413.91
03/14	03/12	0543684285SAJL8BT	GFS STORE #1907 ROYAL OAK MI	154.36
03/14	03/12	0543684285SAJL86D	GFS STORE #1907 ROYAL OAK MI	86.97
03/14	03/14	5543286295ZPYVYXY	AMAZON MKTPL*7454Y3XP3 AMZN.COM/BILL WA	411.66
03/16	03/15	55432862A60963V48	AMAZON.COM*7Q7S56323 AMZN.COM/BILL WA	20.00
03/17	03/16	55432862B60H068MD	AMAZON MKTPL*0T1AD9NF3 AMZN.COM/BILL WA	9.99
03/19	03/18	05436842E00BTGGJZ	DOLLAR TREE WARREN MI	37.50
03/23	03/21	55432862G6224GAGQ	AMAZON MKTPLACE PMTS AMZN.COM/BIL CREDIT	79.10 CR
03/23	03/21	82305092GEHN8BD7D	CANVA* I04462-34555554 CAMDEN DE	60.00
03/23	03/23	55432862J62GDKDWQ	AMAZON MKTPL*Q72DT2NL3 AMZN.COM/BILL WA	69.98
03/23	03/23	55432862J62GEAT1V	AMAZON MKTPL*IJ1NO8Z63 AMZN.COM/BILL WA	96.97

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

ACCOUNTS PAYABLE

XXXX XXXX XXXX 0249
CREDIT LIMIT $250,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$3,039.69	$0.00	$0.00	$0.00	$3,039.69

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/06	03/05	5543286205X6GBXLE	SUPPLYHOUSE.COM 888-757-4774 NY	423.96
03/13	03/12	5543286275ZB36V29	SUPPLYHOUSE.COM 888-757-4774 NY	282.67
03/16	03/15	55432862A608NM395	TMOBILE*AUTO PAY 800-937-8997 WA	629.93
03/18	03/17	55446412Q1ZA6D9X1	CORRIGAN MOVING SYSTEM FARMINGTON HI MI	411.00
03/20	03/19	55506292E83626YDH	ECOLAB INC SAINT PAUL MN	174.90
03/20	03/19	55506292E83626YD9	ECOLAB INC SAINT PAUL MN	169.07
03/20	03/19	55506292E83626YEB	ECOLAB INC SAINT PAUL MN	99.11
03/20	03/19	55506292E83626YEJ	ECOLAB INC SAINT PAUL MN	99.11
03/20	03/19	55506292E83626YES	ECOLAB INC SAINT PAUL MN	99.11
03/20	03/19	55506292E83626YE3	ECOLAB INC SAINT PAUL MN	87.45
03/20	03/19	55506292E83626YFL	ECOLAB INC SAINT PAUL MN	99.11
03/20	03/19	55506292E83626YF2	ECOLAB INC SAINT PAUL MN	464.27

ROCHELLE TASSIE

XXXX XXXX XXXX 9695
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$1,740.03	$0.00	$0.00	$0.00	$1,740.03

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/03	03/02	82305091X0019K31T	AMAZON MARK* ZC78Y2I13 SEATTLE WA	145.05
03/07	03/06	82305092200035138	AMAZON MARK* A36YX29P3 SEATTLE WA	157.94
03/09	03/08	5543286235XYZ5Z2X	AWL*PEARSON EDUCATION PRSONCS.COM NJ	277.51
03/11	03/10	827111626EHM58EDG	RIVERSIDE INSIGHTS ITASCA IL	340.93
03/13	03/13	5543286285ZFEFK2M	AWL*PEARSON EDUCATION PRSONCS.COM NJ	376.10
03/14	03/14	5543286295ZTQQSN0	AWL*PEARSON EDUCATION PRSONCS.COM NJ	182.50
03/18	03/17	82305092QEHN1F924	IMSE SOUTHFIELD MI	125.00
03/23	03/22	55432862H627XNSK9	AWL*PEARSON EDUCATION PRSONCS.COM NJ	135.00

BRADLEY WILKINS

XXXX XXXX XXXX 6906
CREDIT LIMIT $100,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$14,003.91	$0.00	$0.00	$182.06 CR	$13,821.85

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/02	02/27	05436841V2X6D37PF	MICRO CENTER #055-RETA MADISON HEIGH MI	109.98
03/02	03/01	55432861W5VMF6RS1	APPLE.COM/US 800-676-2775 CA	467.95
03/02	03/01	55432861W5VMF6RS9	APPLE.COM/US 800-676-2775 CA	467.95
03/02	03/02	55432861X5W1N1KG3	APPLE.COM/US 800-676-2775 CA	717.95
03/02	03/02	55432861X5W1N1KTA	APPLE.COM/US 800-676-2775 CA	467.95
03/02	03/02	55432861X5W1N1L2Q	APPLE.COM/US 800-676-2775 CA	467.95
03/02	03/02	55432861X5W1N1L2X	APPLE.COM/US 800-676-2775 CA	467.95
03/02	03/02	55432861X5W1N1L47	APPLE.COM/US 800-676-2775 CA	467.95
03/02	03/02	55432861X5W1N1L7A	APPLE.COM/US 800-676-2775 CA	467.95
03/02	03/02	55432861X5W1N1M0J	APPLE.COM/US 800-676-2775 CA	617.95
03/02	03/02	55131581X7HTSGTFQ	APPLE.COM/US CUPERTINO CA	467.95
03/04	03/03	55480771Y2BVX0GQL	VOXTELESYS LLC WAHOO NE	1,563.48
03/04	03/03	82305091Y001E04RP	AMAZON MARK* UA0PY8PN3 SEATTLE WA	107.46
03/07	03/06	7541823216GBXF7Y9	B&H PHOTO 800-606-696 NEW YORK NY	182.06
03/07	03/06	7541823216GBYZRRB	B&H PHOTO 800-606-696 NEW YORK NY	171.75
03/07	03/07	5543286225XK8TBG4	APPLE.COM/US 800-676-2775 CA	467.95
03/09	03/07	7541823226GE1T1MP	B&H PHOTO 800-606-696 NEW YORK N CREDIT	182.06 CR

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Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

BRADLEY WILKINS
XXXX XXXX XXXX 6906
CREDIT LIMIT $100,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/11	03/10	5541734257JT91HPT	PRECISION ROLLER PHOENIX AZ	163.93
03/12	03/11	5543286265YYQQ166	GOOGLE *CLOUD WZ5JVJ 650-253-0000 CA	0.07
03/12	03/11	821175526EHM9M81E	LANYARD* CUSTOMLANYARD SUGAR LAND TX	436.49
03/13	03/12	5541734277W41RZHJ	PRECISION ROLLER PHOENIX AZ	189.90
03/13	03/12	7541823276GTHNFAN	FS *PAPERCUT SANTA BARBAR CA	277.00
03/13	03/12	8230509280005GV21	ZOOM.COM 888-799-9666 SAN JOSE CA	2,700.00
03/18	03/17	55417342Q7JVBXLLF	PRECISION ROLLER PHOENIX AZ	37.83
03/19	03/17	85353352DEVA0A66K	TFD SUPPLIE 6186283106 IL	682.50
03/19	03/18	55446412D1ZH5JL7B	MACUL LANSING MI	183.34
03/21	03/19	85179722FLDN7XB3J	HUNTINGTON PL ROOF DETROIT MI	25.00
03/21	03/19	75369432FBHEKS2W8	MEXICAN VILLAGE DETROI DETROIT MI	29.38
03/21	03/21	55263522G84HT3SRR	HUNTINGTON PLACE CONC DETROIT MI	28.00
03/23	03/20	85186872GLDTXDFYY	HUNTINGTON PL WASHINGT DETROIT MI	25.00
03/24	03/21	85186872JLDTXDGBG	HUNTINGTON PL WASHINGT DETROIT MI	25.00
03/26	03/25	85383902LEHMYZDPD	ALOHI * FAXPLUS PLAN-LES-OUAT DU	199.79
03/30	03/29	82117552REHMEG6Y2	TERMIUS CORPORATION SAN FRANCISCO CA	720.00
03/30	03/29	57540242RLR068L6P	COURSRA*1BDV9KO9B6XSL3 6509639884 CA	598.50

CHARLES PLEINESS
XXXX XXXX XXXX 4166
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$547.07	$0.00	$0.00	$0.00	$547.07

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/06	03/04	851793920WGNBFQBL	BURKE S SPORTS HAVEN EASTPOINTE MI	97.97
03/14	03/12	853694328AQMMY2KZ	GRAND TRAVERSE RESORT ACME MI	149.70
			CHECK IN:03/10/2025 NUMBER OF NIGHTS:0000	
			CHECK OUT:03/12/2025	
			DAILY RATE: 0.00	
03/31	03/31	82305092SEHMXQRLH	CANVA* I04472-32196110 CAMDEN DE	299.40

LINDA YATES
XXXX XXXX XXXX 0268
CREDIT LIMIT $10,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$3,894.03	$0.00	$0.00	$212.40 CR	$3,681.63

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/05	03/03	85353351ZETZLKE3S	MSBO 5173272584 MI	115.00
03/05	03/04	05436841Z8PK0HJK5	KROGER #602 WARREN MI	25.00
03/05	03/04	87021301Z0001V3AA	OAKLAND SCHOOLS WATERFORD MI	40.00
03/06	03/05	8211755200005GXNL	MICHIGAN ALT ED ORG WHITEHALL MI	1,230.00
03/09	03/07	5548077232D62FBWZ	OAKLAND PRESS PONTIAC MI	14.00
03/10	03/08	754549124S66E0DXP	GRAND BEACH RESORT TRAVERSE CITY MI	252.78
			CHECK IN:03/08/2025 NUMBER OF NIGHTS:0000	
			CHECK OUT:03/08/2025	
			DAILY RATE: 0.00	
03/16	03/15	55436872B4MNVG1PR	WYNDHAM DETROIT MI	179.85
			CHECK IN:03/13/2025 NUMBER OF NIGHTS:	
			CHECK OUT:03/15/2025	
			DAILY RATE: 0.00	
03/19	03/17	52704872D4XZRFJKN	HI GRAND RAPIDS B4 GRAND RAPIDS MI	339.65

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

LINDA YATES
XXXX XXXX XXXX 0268
CREDIT LIMIT $10,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
			CHECK IN:03/17/2025 NUMBER OF NIGHTS:0001	
			CHECK OUT:03/17/2025	
			DAILY RATE: 0.00	
03/19	03/17	52704872D4XZW1SDT	HOLIDAY INN GRAND RAPI GRAND RAPIDS MI	155.81
			CHECK IN:03/17/2025 NUMBER OF NIGHTS:0001	
			CHECK OUT:03/18/2025	
			DAILY RATE: 0.00	
03/19	03/18	52653842DMM0TP48L	VEX*ROBOTICS 9034530802 TX	145.54
03/19	03/19	F0260232M000TR085	ADJUSTMENT-PURCHASES	212.40 CR
03/21	03/19	52704872F4Z6TMJFL	HOLIDAY INN GRAND RAPI GRAND RAPIDS MI	212.40
			CHECK IN:03/18/2025 NUMBER OF NIGHTS:0001	
			CHECK OUT:03/19/2025	
			DAILY RATE: 0.00	
03/23	03/21	55436872H7JWPS2JB	WYNDHAM DETROIT MI	697.60
			CHECK IN:03/13/2025 NUMBER OF NIGHTS:	
			CHECK OUT:03/21/2025	
			DAILY RATE: 0.00	
03/26	03/25	55432862L63BJT64N	NYTIMES DISC* 800-698-4637 NY	4.00
03/27	03/19	52704872M52VRM7BZ	HOLIDAY INN GRAND RAPI GRAND RAPIDS MI	212.40
			CHECK IN:03/18/2025 NUMBER OF NIGHTS:0001	
			CHECK OUT:03/19/2025	
			DAILY RATE: 0.00	
03/28	03/27	05436842N8PKBJS7A	KROGER #447 HAZEL PARK MI	50.00
03/28	03/27	85353352NEXEDP9VD	MSBO 5173272584 MI	220.00

CARLA BEACH
XXXX XXXX XXXX 1145
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$432.74	$0.00	$0.00	$0.00	$432.74

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/05	03/04	82305091Z000Y8317	AMAZON MARK* FX3UP9KD3 SEATTLE WA	39.66
03/05	03/04	82305091Z001EHWH1	AMAZON MARK* IR5E76R73 SEATTLE WA	163.10
03/07	03/06	0543684215SAGKZMZ	WALMART.COM 8009256278 BENTONVILLE AR	119.57
03/12	03/11	0543684268PK2Z64Z	KROGER #447 HAZEL PARK MI	47.46
03/13	03/11	853096127WGNWZ5TK	CHRISTINES CUISINE FERNDALE MI	62.95

JOAN RYBINSKI
XXXX XXXX XXXX 4803
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$440.55	$0.00	$0.00	$0.00	$440.55

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/23	03/21	05436842HEHWSKRFT	LITTLE CAESARS #174 FERNDALE MI	32.45
03/23	03/21	05123482G5SAWQK9E	SCHOLASTIC BOOK FAIRS LAKE MARY FL	408.10

HEIDI KUNZ
XXXX XXXX XXXX 7221
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$426.52	$0.00	$0.00	$0.00	$426.52

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/04	03/03	05436841ZBLK1N4AQ	SAMS CLUB #6659 MADISON HEIGH MI	24.66

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Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

HEIDI KUNZ
XXXX XXXX XXXX 7221
CREDIT LIMIT $5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/07	03/06	5543286215XFWR6EF	AMAZON MKTPL*BR9CL3NV3 AMZN.COM/BILL WA	10.95
03/09	03/08	0543684238PK9YAK4	KROGER #776 WARREN MI	78.57
03/11	03/11	5543286265YS596MW	AMAZON MKTPL*YQ8NB3BI3 AMZN.COM/BILL WA	29.29
03/12	03/11	05416012643ABKEY7	SAMSCLUB #6659 MADISON HEIGH MI	59.80
03/12	03/11	054368427BLJZYSVB	SAMS CLUB #6659 MADISON HEIGH MI	64.66
03/17	03/17	55432862Q60PALF4E	AMAZON MKTPL*AS4XJ9I73 AMZN.COM/BILL WA	88.77
03/17	03/17	55432862Q60P9K5LZ	AMAZON MKTPL*5D7RV71N3 AMZN.COM/BILL WA	30.88
03/18	03/17	05436842DEHSNH9YH	LITTLE CAESARS #174 FERNDALE MI	38.94

KRISTY CALES
XXXX XXXX XXXX 1852
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$900.00	$0.00	$0.00	$0.00	$900.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/02	02/28	05345881V8PLZNV2M	A 1 FINGERPRINT OAK PARK MI	75.00
03/04	03/03	05345881Y8PL4XGHJ	A 1 FINGERPRINT OAK PARK MI	75.00
03/07	03/06	0534588218PKSH0V0	A 1 FINGERPRINT OAK PARK MI	75.00
03/09	03/07	0534588228PLKLYKQ	A 1 FINGERPRINT OAK PARK MI	75.00
03/13	03/12	053458828HEV5XRKV	A 1 FINGERPRINT OAK PARK MI	75.00
03/18	03/17	05345882DHEV77NQL	A 1 FINGERPRINT OAK PARK MI	75.00
03/19	03/18	05345882EHEV8801W	A 1 FINGERPRINT OAK PARK MI	75.00
03/19	03/18	05345882EHEV88046	A 1 FINGERPRINT OAK PARK MI	75.00
03/21	03/20	05345882GHEV7JFXH	A 1 FINGERPRINT OAK PARK MI	75.00
03/23	03/21	05345882HHEVAJ4WY	A 1 FINGERPRINT OAK PARK MI	75.00
03/26	03/25	05345882MHEV9RVMM	A 1 FINGERPRINT OAK PARK MI	75.00
03/28	03/27	05345882PHEVAL1EG	A 1 FINGERPRINT OAK PARK MI	75.00

RYANN VOSS
XXXX XXXX XXXX 5452
CREDIT LIMIT $25,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$4,045.04	$0.00	$0.00	$0.00	$4,045.04

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/05	03/05	5543286205X26FLSD	AMAZON MKTPL*X778Z7QY3 AMZN.COM/BILL WA	51.98
03/11	03/10	5265384257S85WGE5	NEWEGG MARKETPLACE CITY OF INDUS CA	178.01
03/14	03/13	5548382290763AWAV	SAMS CLUB RENEWAL MADISON HEIGH MI	470.00
03/16	03/16	82305092B00042WS0	AMAZON MARK* 9094B6H43 SEATTLE WA	52.90
03/17	03/16	82305092B000GL5ZS	AMAZON MARK* 8S4VG2893 SEATTLE WA	15.89
03/17	03/16	82305092QEHM88MYQ	AMAZON MARK* DL9XO4UN3 SEATTLE WA	85.60
03/17	03/17	82305092QEHMEJVGY	AMAZON RETA* WK2R82MA3 SEATTLE WA	50.84
03/18	03/17	82305092QEHMZLSL5	AMAZON MARK* D55GD0UI3 SEATTLE WA	36.02
03/18	03/17	57540242QMKY87QHD	VISTAPRINT 8662074955 MA	109.15
03/18	03/18	55432862D60YSWTPK	AMAZON MKTPL*K189P2W23 AMZN.COM/BILL WA	117.40
03/19	03/18	55432862D616ADAS7	AMAZON MKTPL*OU5KT5TK3 AMZN.COM/BILL WA	28.83
03/19	03/18	55432862D616212H9	SUPPLYHOUSE.COM 888-757-4774 NY	179.18
03/27	03/26	85500592MS66FRVHY	GREAT LAKES TENT CO WARREN MI	1,448.68
03/27	03/26	15270212M00K2LEYH	EBAY O*13-12873-34033 SAN JOSE CA	14.95
03/28	03/27	55436872N7W8GNYRS	DECKER EQUIP SCHOOL FI VASSAR MI	1,205.61

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

SHANA E WILLIAMS

XXXX XXXX XXXX 8194
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$2,333.73	$0.00	$0.00	$0.00	$2,333.73

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/04	03/03	82305091Y00169F9Q	PADDLE.NET* VECTORIZER ASTORIA NY	4.99
03/14	03/12	853533528EV5JFFQ0	PAYPAL *MHHPCHAMBER 2485425010 MI	16.00
03/18	03/17	55432862Q60VYSL6T	AMAZON.COM*388L96J93 AMZN.COM/BILL WA	15.89
03/18	03/18	55432862D610BLRKB	AMAZON MKTPL*SQ93P8HT3 AMZN.COM/BILL WA	211.94
03/18	03/18	55432862D611MFVMB	AMAZON MKTPL*1Z69P4343 AMZN.COM/BILL WA	251.45
03/19	03/17	85353352DEVA00LAY	PAYPAL *DAVEMPETERS 4029357733 CA	773.40
03/19	03/18	55432862D613A6RBG	SQ *KURT'S KUSTOM PROM FERNDALE MI	418.00
03/19	03/18	55432862D6151G79A	AMAZON MKTPL*5H4RE1UJ3 AMZN.COM/BILL WA	107.87
03/20	03/19	55432862E61E5H3RL	SQ *OAKLAND SCHOOLS GOSQ.COM MI	374.57
03/23	03/21	82305092GEHN8MJZ3	PADDLE.NET* VECTORIZER ASTORIA NY	4.99
03/27	03/26	55432862M5SA9DZN8	AMAZON MKTPL*7M8AS5UN3 AMZN.COM/BILL WA	18.01
03/30	03/28	05436842P8PLB7FJM	KROGER #447 HAZEL PARK MI	136.62

HEATHER L AGUEROS

XXXX XXXX XXXX 8621
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$294.16	$0.00	$0.00	$0.00	$294.16

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/19	03/18	05436842EBLK01KL6	SAMS CLUB #6659 MADISON HEIGH MI	130.16
03/19	03/18	05345882D8PL10Z2J	EDDIES PIZZA WARREN MI	164.00

JULIE KAMINSKI

XXXX XXXX XXXX 0778
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$400.00	$0.00	$0.00	$0.00	$400.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/14	03/13	5554750283E7S7TFE	AWS MOTO DORAL FL	400.00

LISA BERNYS

XXXX XXXX XXXX 3002
CREDIT LIMIT $5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
$3,466.05	$0.00	$0.00	$0.00	$3,466.05

Post Date	Tran Date	Reference Number	Transaction Description	Amount
03/06	03/05	5543286205X7M1TTG	CONSUMER ENERGY 800-477-5050 MI	246.08
03/16	03/15	55432862A608DFQRZ	AMAZON MKTPL*CU7U35ND3 AMZN.COM/BILL WA	183.33
03/16	03/15	05436842BBLKAD12H	SAMS CLUB #6659 MADISON HEIGH MI	56.44
03/17	03/17	82305092Q0005D9EG	AMAZON MARK* KY1L01NP3 SEATTLE WA	47.61
03/27	03/25	55483822M07JDHVA8	SAMSCLUB.COM 888-746-7726 AR	2,536.14
03/30	03/29	55432862R5V7LSGA8	AMAZON MKTPL*C44KN6CN3 AMZN.COM/BILL WA	15.89
03/30	03/29	55432862R5V9A0LA5	AMAZON MKTPL*TL27E2Q33 AMZN.COM/BILL WA	380.56

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HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

Catherine Cost, Ed.D.
Interim 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. Catherine Cost, Interim Superintendent
Subject: Personnel Recommendations Report
Date: April 21, 2025

Please see the personnel actions as indicated on the *Hazel Park Board of Education Personnel Recommendations* report for the April 21, 2025 Board of Education regular meeting. The packet also includes supporting documentation.

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 Personnel Recommendations as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

Attendee	EVENT	DATES OF EVENT	Location	ESTIMATED COST	Notes
Berry, Amy	Early On Community of Practice	5/9/2025	Oakland Schools	$0.00	
Muzzarelli, Wendy	Michigan Math & Literacy Symposium	5/29/25	Detroit Marriot Livonia	$0.00	rescheduled from 2/6/25 due to weather
Shirley, Adam	Michigan Reginal Council of Carpenters/Millwrights Training	4/9/25	Detroit, MI	$0.00	
Wilkins, Bradley	MACUL Conference	3/19/25 - 3/21/25	Detroit, MI	$0.00	
Wilkins, Bradley	Oakland PSUG Meeting	4/10/25	Troy, MI	$0.00	
McCuiston, Jennifer	Pathways to Independence: Innovations in Pediatric Positioning/Mobility	5/9/25 (am)	Novi, MI	$0.00	
McCuiston, Jennifer	Moving Past Potential into Participation and Performance	5/9/25 (pm)	Novi, MI	$0.00	
Papasian, Monica	MSBO Annual Conference	4/30/25 - 5/1/25	Grand Rapids, MI	$0.00	
Lott, Bryon	OCTA Workshop	4/15/25	Oakland Schools	$0.00	
Smith, Danielle	MACUL Conference	3/19/25 - 3/21/25	Detroit, MI	$0.00	
Mubarak, Crystal	MSBO Annual Conference	4/29/25 - 5/1/25	Grand Rapids, MI	$220.00	
Resh, Erika	Counted Out Conference	4/16/25	Oakland Schools	$0.00	
Bean, Sara	Troy PSUG Conference	4/10/25	Troy, MI	$0.00	
Seikaly, Danielle	Jostens Yearbook Premiere	4/29/25	Clarkston, MI	$0.00	

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

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: Dr.Catherine Cost, Interim Superintendent
From: Dr. Stephanie Dulmage, Assistant Superintendent of Teaching and Learning
Subject: 2025-2026 Handbooks
Date: 4/21/25

Purpose

The table below summarizes additional handbooks to be reviewed for approval by the Board of Education. These updates are designed to enhance the educational experience for students and families, support our staff, and ensure alignment with board policies and state and federal regulations. For clarity, revisions are highlighted in red. Thank you for your attention to these updates—we look forward to sharing them with our staff, students, and families.

Handbook Title	Status of Handbook Contents	Targeted Audience
Student Handbook	Revised	Parents/Guardians/Students
Webster Early Childhood	Revised	Staff and Administration
Employee Handbook	Revised	Staff and Administration

Funding Source: Not Applicable

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.
- 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.
- 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 revised Handbooks for the 2025-2026 school year, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost
Interim Superintendent

HAZEL PARK PROMISE

Hazel Park Schools

Student Handbook

2024-2025

TODAY'S LEARNERS, TOMORROW'S LEADERS

HAZEL PARK SCHOOLS

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Introduction

This student handbook was developed to answer many of the commonly asked questions that you and your parents may have during the school year and to provide specific information about certain Board policies and procedures. This handbook contains important information that you should know. Become familiar with the following information and keep the handbook available for frequent reference by you and your parents. If you have any questions that are not addressed in this handbook, you are encouraged to talk to your student's teachers or the building principal.

This handbook summarizes many of the official policies and administrative guidelines of the Board of Education and the District. To the extent that the handbook is ambiguous or conflicts with these policies and guidelines, the policies and guidelines shall control. This handbook is effective immediately and supersedes any prior handbook and other written material on the same subjects.

This handbook does not equate to an irrevocable contractual commitment to the student, but only reflects the current status of the Board's policies and the School's rules as of May, 2024. If any of the policies or administrative guidelines referenced herein are revised after September 5, 2024 the language in the most current policy or administrative guideline prevails.

Equal Opportunity/Nondiscrimination Statement **(relocated, updated to current BP)**

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disability Act of 1990, and Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Hazel Park School District that no person shall, on the basis of race, color, religion ,military status, national origin or ancestry, sex (including sexual orientation or transgender identity), disability, age (except as authorized by law,) height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or employment.

The District is committed to maintaining a learning environment in which all individuals are treated with dignity and respect, free from discrimination and harassment. The District shall not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity or gender expression, age, religion, height, weight, marital or family status, disability, military status, genetic information, or any other legally protected category in its programs and activities, including employment. Sexual harassment (see specific requirements below) is a form of sex discrimination, and shall likewise not be permitted with respect to students or employees. The District shall not retaliate against a person who reports or opposes improper discrimination or retaliation. The District shall fully comply with all applicable federal and state civil rights statutes. Discrimination, retaliation and harassment are prohibited whether occurring at school, on District property, in a District vehicle, or at any District-related activity or event.

The Superintendent shall designate not less than two compliance officers responsible for coordinating the District's compliance with applicable federal and state laws and regulations, and for investigating reports of discrimination or harassment. The Superintendent shall ensure that all required notices under the civil rights or other laws are provided to staff members.A student who believes he or she has been or is the victim of discrimination or harassment should immediately report the situation to a teacher, counselor, social worker, the building principal or assistant principal, or the Superintendent. A staff member who observes, has knowledge of, or learns that a student has been or is the victim of discrimination or harassment shall immediately report the situation to the building principal or assistant principal or the Superintendent. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

The Superintendent shall develop and implement administrative guidelines to enforce this policy.The following person(s) has been designated to serve as the District's Title IX Coordinator and Compliance Officer for matters involving alleged discrimination. Any inquiries regarding the School District's non-discrimination policies should be directed to:

Kristy Cales / James Patterson
Hazel Park Schools
1620 E Elza
Hazel Park, MI 48030
248-658-5241 / 248-658-5225

BP ARTICLE IV. STUDENTS Section 12. Student Discrimination and Harassment
AG V-2. Non-Discrimination and Anti-Harassment Procedures.

~~The School District's complaint procedure may be obtained from www.hazelparkschools.org. For further information, you may also contact:~~

~~**Office for Civil Rights**~~
~~**U.S. Department of Education**~~
~~1350 Euclid Avenue, Suite 325~~
~~Cleveland, OH 44115~~
~~**Telephone: 216-522-4970**~~
~~**FAX: 216-522-2573**~~
~~**TDD: 877-521-2172**~~
~~OCR.Cleveland@ed.gov~~

Vision

Inspiring and empowering all learners to achieve excellence.

Mission Statement

The Hazel Park School District in collaboration with all Stakeholders prepares and supports students for the future through innovation and technology.

Beliefs

We believe...

- The school district supports the social, emotional, physical, and academic needs of each child.
- Kindness, respect, diversity, equity, and integrity are valued, taught, and modeled.
- A caring, healthy, safe and respectful environment is provided for all.
- Student achievement is the core of every decision.
- All students have the ability to learn.
- All students, staff, and families are engaged and support learning.
- All stakeholders are provided high quality researched-based curriculum which is aligned with state standards.

Goal Statement - School 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 and culture.

Goal Statement - Curriculum & Instruction
The Hazel Park School District will develop innovative, independent and persistent learners who think critically, communicate effectively, and positively influence the community and ultimately the world.

Goal Statement - Community Relations
The Hazel Park School District will empower all stakeholders in order to develop high achieving students through strong community relations and collaboration with all.

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.

General School Information
This handbook is a summary of the school's rules and expectations, and is not a comprehensive statement of school procedures. The Board's comprehensive policy manual is available for public inspection through the District's website www.hazelparkschools.org or at the Board office, located at: 1620 E. Elza, Hazel Park, MI 48030

~~**Board of Education**~~

~~The **School Board** governs the school district, and is elected by the community. Information about the current members can be accessed on the District's website: www.hazelparkschools.org~~

~~**District-Level Administration**~~

~~Information about the District-Level Administration can be accessed on the District's website: www.hazelparkschools.org~~

Hazel Park Schools location & administrator contact information:

Edison School
1650 Mapledale
Ferndale, MI 48220
Phone: (248) 658-5400
Fax: (248) 544-5264
Principal: Dr. Michelle Krause

Hazel Park Advantage Alternative School
1620 E. Elza Ave.
Hazel Park, MI 48030
Phone: (248) 658-5280
Fax: (248) 544-5391
Principal: Kendal Smith

Hazel Park High School
23400 Hughes
Hazel Park, MI 48030
Phone: (248) 658-5100
Fax: (248) 544-5389
Principal: Tammy McHenry
Asst. Principal: George Dimas
Asst. Principal: Corrie Chansler

Hazel Park Junior High
22770 Highland Ave.
Hazel Park, MI 48030
Phone: (248) 658-2300
Fax: (248) 586-5875
Principal: Carla Beach
Asst. Principal: Sheila O'Kane
Dean: Robert Kiger

Hoover Elementary
23720 Hoover Ave.
Hazel Park, MI 48030
Phone: (248) 658-5300
Fax: (248) 658-1131
Principal: Debra Dimas

Jardon Vocational School
2200 Woodward Heights Ave.
Ferndale, MI 48220
Phone: (248) 658-5950
Fax: (248) 544-5292
Supervisor: Heidi Kunz

United Oaks Elementary
1001 E. Harry Ave.
Hazel Park, MI 48030
Phone: (248) 658-2400
Fax: (248) 542-3530
Principal: Lisa Bernys

Webb Elementary Schools
2100 Woodward Heights Ave.
Ferndale, MI 48220
Phone: (248) 658-5900
Fax: (248) 586-5848
Principal: Corri Nastasi

Webster Early Childhood Center
431 W. Jarvis Ave.
Hazel Park, MI 48030
Phone: (248) 658-5550
Supervisor: Heather Agueros

Notices and General Information

Parent Involvement

Parent and family involvement within the schools is necessary to develop shared educational goals, and to have a positive effect on student learning for all learners. Educational research has shown that strong partnerships between home and school lead to higher levels of achievement. Parents and families are encouraged to provide input through district committees, parent-teacher organizations, school improvement teams, and other committees regarding matters of interest to students and families. Parents and families are also encouraged to visit their child's school and participate in school activities.

References to "parent" or "parents" in these policies shall be understood to include a student's legal guardian, unless the policies or their context clearly indicate otherwise.

District teachers and administrators will strive to encourage family involvement through:

- Effective Means of Communication, by facilitating open and ongoing communication between home and school; providing information and resources to families regarding safety, proper health and wellbeing; ensuring accessibility to information about District programs and policies; providing accurate and timely information regarding State and local academic standards and assessments; and engaging families in monitoring student growth and progress reports.
- Facilitating Volunteering, by creating volunteer opportunities for parents and families to participate in and contribute to school activities and encouraging family participation in volunteer activities
- Community Collaboration, by integrating programs, activities and events that support and encourage family involvement and their participation in their child's educational growth and development; and supporting parents and students in the educational process through referrals to community resources or agencies that support the district's mission.

BP ARTICLE III. CURRICULUM AND INSTRUCTION Section 2. Family Involvement.

This policy shall serve as the District policy, as well as the Parent and Family Engagement policy for each school in the District. Through this policy, the Board directs the establishment of a Parental Involvement Plan by which a school-partnership can be established and provided to the parent of each child in the District. The plan must encompass parent participation, through meetings and other forms of communication.

The Elementary and Secondary Education Act (ESEA), as amended by the Every Student Succeeds Act of 2015 (ESSA), defines the term "parent" to include a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the child's welfare). The term "family" is used in order to include a child's primary caregivers, who are not the biological parents, such as foster caregivers, grandparents, other family members and responsible adults who play significant roles in providing for the well-being of the child. Family engagement is a collaborative relationship between families, educators, providers, and partners to support and improve the learning, development and health of every learner.

Communication Flow Chart Process

In order to assist parents with effective and efficient communication we have developed flow charts for all levels. (i.e. Elementary, Junior High and High School). This sequence is in place to make sure your questions and concerns are addressed to the proper school official. It is our hope that the flowchart will be utilized as a way to direct your question or concern so that it may be handled by the appropriate school official and be responded to quickly. *As always, classroom concerns and questions should be directed to the specific teacher involved*. Please note that our office staff can assist parents with locating the appropriate staff member to help you with your question or concern.

Most parent and community questions are easily and completely answered by communicating directly with the staff member closest to the situation. As you move further along the flowchart, the staff is less directly involved and usually needs additional time to research the situation before they can give you an answer. If you do not hear back from the person you have contacted within One (24 hours) business day, it is appropriate to reach out to them again before moving along to the next level of the flowchart. We do not expect your questions or concerns to go unanswered for a long period of time. Each situation should first be addressed at whatever level the initial action was taken with appeals moving to the next level on the "Communication Process Flowchart." The easiest way to communicate is via email while a phone call is the next preferable way.

Elementary Communication Process Flowchart

Area of Concern	1st Level	2nd Level	3rd Level	4th Level	
Special Education	Teacher	Special Education Teaching Consultant	Principal	Executive Director of Student Services	
Student Concerns/ Guidance/Health Related Concerns	Teacher	District Nurse	School 504 Coordinator	Principal	
Classroom Discipline	Teacher	Principal	Superintendent		
Non- Classroom School Discipline	Principal	Asst. Supt. of Teaching & Learning	Superintendent		
Academic/Classroom Concerns	Teacher	Principal	Asst. Supt. of Teaching & Learning	Superintendent	
Transportation	Bus Driver	Transportation Supervisor	Principal	Assistant Superintendent of Business and Operations	
After School Child Care (Latchkey)	Child Care Provider	Latchkey Supervisor	Building Admin	Assistant Superintendent of Teaching & Learning	Superintendent

Junior High Communication Process Flowchart

Area of Concern	1st Level	2nd Level	3rd Level	4th Level	5th Level
Athletics	Coach	Athletic Director	Building Admin	Superintendent	
Special Education	Teacher	Counselor/ Social worker	Building Admin	Special Ed. Supervisor	Executive Director of Student Services
Student Concern: Social, Emotional and Health Related Concerns	Teacher	Counselor/ Social worker	Building Admin	Special Ed. Supervisor	Executive Director of Student Service
Classroom Discipline	Teacher	Counselor/ Social worker	Building Admin	Superintendent	
Non-Classroom School Discipline	Counselor/ Social worker	Building Admin		Superintendent	
Classroom Academic Concerns	Teacher	Counselor/ Social worker	Building Admin	Superintendent	
Transportation	Bus driver	Building Admin	Transportation Supervisor	Assistant Operations & Maintenance	

High School Communication Flowchart

Area of Concern	1st Level	2nd Level	3rd Level	4th Level	5th Level
Attendance	Attendance/Counseling Secretary	School Counselor	Assistant Principal	Principal	Superintendent
Classroom Concerns (instruction, grading, classroom behavior)	Teacher	School Counselor	Assistant Principal	Principal	Director of Teaching, Learning
Athletics	Coach or Supervising Adult	Athletic Director	Building Admin	Assistant Superintendent of Operation and Maintenance	Superintendent

After School Clubs	Teacher or Supervising Adult	Building Admin			
Special Education	Classroom Teacher	Caseload Teacher	Special Education Teaching Consultant	Building Admin	Executive Director of Student Service
Student Concerns (Guidance, health-related)	School Counselor	District Nurse	Assistant Principal	Principal	Superintendent
Non-classroom Discipline	Assistant Principal	Building Admin	Director of Student Services	Superintendent	Superintendent
Transportation	Bus Driver	Assistant Principal	Transportation Supervisor	Assistant Superintendent of Operation and Maintenance	Superintendent

Guidelines for Parent Communications to Teachers and Staff

The purpose of this section is to serve as a general guide for ensuring effective communication from parents to teachers, staff and administrators. Communication refers to both the sending and receiving of information, such as email, notes, text messages on teacher apps such as PowerSchool.and verbal communications such as telephone conversations, face-to-face meetings. In order to ensure a successful exchange of information, it is important that all parties follow a few key principles.

Maintain Respectful and Open Communication

- Always use a respectful and polite tone.
- Request, don't demand.
- Be ready not just to provide information, but to listen to teacher/staff observations and perspectives.
- Enter the exchange with an open mind and assume a shared best interest for your child.
- Be prepared to work collaboratively to solve problems.
- Threats and/or inappropriate language will not be tolerated toward staff members.

Confidentiality

- Recognize that confidentiality may limit information that can be shared from school to parents, including consequences for other students' behaviors.

Time to Respond to Communications

- Teachers will make every effort to respond as soon as possible to parent communications, with the understanding that the teaching day sometimes precludes immediate responses.

- Be mindful of teacher work hours and please do not expect immediate response from after hours or weekend requests.
- Teachers and staff may need some time to collect needed information before responding.
- If you need to have a face-to-face meeting, parents/guardians must schedule an appointment in advance. Staff members, including the building administrator will not be readily available when parents "show up" unannounced.
- Please provide all of the necessary information pertaining to the meeting in advance.

Whom to Contact

- Most communications of classroom concerns should be directed at first to your child's teacher.
- If you have an issue with a particular staff member, first try to address those concerns with that staff member directly.
- If you have discussed with the adult that the conflict is with and the issue has not been addressed to your satisfaction, then move to the next level.
- Please recognize that it is both the policy and the value of our school that we operate with openness, collaboration and the shared best interest for every student.

Secondary - Scheduling Concerns/Changes

In order for a schedule change to be considered, parents must first have met with the teacher and put a plan in place to support the struggling student. If after several weeks, the student is struggling, it would be appropriate to move to the next level.

Please note: Classroom questions concerning your child should be addressed with your child's teacher before contacting the school administration. Allow for one (24 hours) business day for a response. If no response is received from a staff member during that time, send a second email or phone call to that teacher.

Please note that compliments or acknowledgements of positive events can be directed to everyone along the chain. All of us appreciate hearing that there is something good that has happened.

School Visitors

All visitors, including parents and siblings, are required to enter through the front door of the building and proceed immediately to the main office. Visitors are required to produce a picture ID and inform office personnel of their reason for being at school. Approval to visit the school needs to be scheduled in advance with the principal.

Visitors must sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting. Visitors volunteering in the classroom or attending school-related events must complete an ICHAT each year and be approved before visiting the school (some exceptions may be made for certain school events). Approved visitors must wear a badge identifying themselves as a guest and leave their picture ID with the office staff. Visitors must place the badge on their outer clothing in a visible location. The badge connects to the district's visitor management system, which allows us to electronically monitor the location of all school visitors. Visitors are required to proceed immediately to their location in a quiet manner. All visitors must return to the main office and sign out before leaving the school.

Visitors are expected to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself appropriately will be asked to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.

Checking Students Out of School Early

Parents/guardians should give the school advance notice if their student will be checked out early. At the elementary schools, no students can be checked out early after 2:30 PM. This policy is in place at the junior high and high school as well. Students should not be checked out early at the junior high after 2:15 or after 2:00 at the high school. It is disruptive to the classes and prevents important learning at the end of the day.

Visitors who are checking students out of school buildings early are required to show a picture ID and must be listed as an emergency contact on PowerSchool for that student. **The school must have prior notification (note or email/call from the email or contact number on file in the district's student information system) from the parent/guardian if a visitor/emergency contact is checking students out of the building.** Visitors who are not listed as emergency contacts in PowerSchool cannot check a student out of school.

Late Pick-Up Procedures (Elementary Buildings)

As a reminder, dismissal times for our elementary buildings are 3:10 pm or 11:20 am on half days unless your child regularly attends latchkey. While life's complex circumstances may occasionally get in the way of a timely pick-up, you must contact your school office and let them know you are running late.

Any student who is **not picked up by 3:30 pm** will be placed in the Late Pick-Up Room. The Late Pick-Up Room will be **staffed from 3:30 pm - 4:30 pm**. Starting at **3:30 pm**, a **$10.00 fee** will be charged for **every 15 minutes** your child is in the late pick-up room. If you have more than one child, the fee will be applied to each child. We understand that a situation may occur that will impact your ability to pick your child or children up on time. Therefore, we have built some flexibility into the fees that will be charged. The fees will be charged as outlined in the table below.

First Late Pick-Up	No Fee
Second Late Pick-Up	Fee Applied (unless extreme emergency as approved by Principal)
Third Late Pick-Up	Fee Applied (up to 4:30 pm - *see note below) and follow-up phone call from the building principal
Four or More Late Pick-Ups	Fee Applied (up to 4:30 pm - *see note below) and meeting with the building principal

*** If a student is not picked up by 4:30 the Hazel Park or Ferndale Police will be contacted.**

If you are unable to pick up your child on time, it is imperative that you have an alternative plan for daily dismissal, as the office staff is not equipped to provide after school care. If you are interested in our after-school latchkey program, please contact Joan Rybinski at (248) 658-5501 or joan.rybinski@myhpsd.org for inquiries about latchkey. Space in this program is very limited but may be available.

Personal Electronic Device Use

Students are prohibited from using PCDs during the school day, including while off-campus on a field trip, to capture, record and/or transmit the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person, unless authorized by a teacher, administrator or IEP team. If a PCD is confiscated, it will be released/returned to the student's parent/guardian after the student complies with any other disciplinary consequences that are imposed, unless the violation involves potentially illegal activity, in which case the PCD may be turned-over to law enforcement. A confiscated device will be held in a secure location in the building's central office until it is retrieved by the parent/guardian or turned-over to law enforcement. If multiple offenses occur, a student may lose his/her privilege to bring a PCD to school for a designated length of time or on a permanent basis. Students are personally

and solely responsible for the care and security of their PCDs. The District assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property. The information below provides an outline of level-based responses if a student is using a PCD, not authorized by school staff.

~~**Cell Phone Use -**~~ Elementary

K-5 Personal devices such as cell phones, ipod, smart watches may not be out and/or used during the school day. Devices must be put into a backpack or given to the teacher. Any devices out during the day will be confiscated and available in the office at the end of the day for parent/guardian to pick up.

~~**Cell Phone Use -**~~ Hazel Park Junior High

Non-school PCDs include but are not limited to: cell phones/smartphones, earbuds/headphones, computers/laptops, tablets/e-readers, and/or any other internet- or bluetooth-enabled devices.Hazel Park Junior High does not allow PCDs to be used during the school day. PCDs may be used at administrative discretion as a PBIS reward. If a student has a PCD and is found using it, staff will take the PCD, fill out a Office Referral for the student, and the following consequences will be implemented:

- 1st offense - PCD is taken, parents are notified, and PCD is returned at the end of the day to the student.
- 2nd offense - PCD is taken, parents are notified, a lunch detention is given, and PCD is given back to the student at the end of the day
- 3rd offense, PCD is taken, parents are notified, after school detention is given, PCD is returned, and for the following week, the PCD is turned in each morning to the Dean of Students and given back to the student at the end of the day

~~**Cell Phone Use -**~~ Alternative Schools (Advantage, Edison, and INVEST)

Advantage students are not allowed to have cell phones during class time. If they have a phone violation, the teacher will request the phone and keep it until the end of the hour. If the student refuses to give the phone to the teacher, the student is referred to an administrator who will retain the phone until the end of the school day.

Students may have their phones during hall passing and lunch.

~~**Cell Phone Use -**~~ Hazel Park High School

Use of PCDs, except those approved by a teacher or administrator, at any other time is prohibited. When not permitted to be used, PCDs must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight. Students may not use PCDs on school property or at a school-sponsored activity to access and/or view Internet web sites that are otherwise blocked to students at school. Students may use PCDs while riding to and from school on a school bus or other Board-provided vehicles or on a school bus or Board-provided vehicle during school-sponsored activities, at the discretion of the bus driver, classroom teacher sponsor/advisor/coach. Distracting behavior that creates an unsafe environment will not be tolerated.

Non-school PCDs include but are not limited to: cell phones/smartphones, earbuds/headphones, computers/laptops, tablets/e-readers, and/or any other internet- or bluetooth-enabled devices.

- **During instructional time:** Students will not be permitted to have PCDs visible, on, or in use. Devices must be powered off completely or silenced without vibration, and must be stored out of sight. Every location during instructional time is considered a **RED** ZONE.

- **During non-instructional time:** Students may use PCDs only in **GREEN** ZONES (i.e., cafeteria, hallways, and or the Commons) during non-instructional time (i.e., before school, during hall passing, during assigned lunch, or after school). Earbuds/headphones must not be used while walking in the hallways.

- Any student caught using PCDs in **RED** ZONES (i.e., classrooms, restrooms, and locker rooms) will have their PCD confiscated by school personnel and face appropriate disciplinary action. The only time earbuds/headphones may be used in a **RED** ZONE is when directed by a teacher for educational purposes with a *school-issued device.*

- Disciplinary Action:

    - If a PCD makes any sound (e.g., ringing, vibrating) or is visible—whether being used or not—in any **RED** ZONE or anywhere during instructional time, the student will be asked by school personnel to relinquish the PCD, then:
    - **If the student complies:**
        - The PCD will be collected, the staff member will complete the HPHS discipline-referral form, and the device will be placed in the office-provided envelope to be held in the main office. Office personnel will notify the student's parent/guardian about the incident and the resulting disciplinary action. *(Please see "Progressive Discipline" below for device-retrieval times.)*

        - Each student will be given one opportunity to retrieve the PCD at the end of the school day. Subsequent failures to adhere to this BP will result in only the parent or legal guardian listed in PowerSchool being allowed to retrieve the PCD. A parent or legal guardian may designate an Emergency Contact to retrieve the device with identification.

    - If the student does not comply:

        - The student will be escorted to the office to speak with their designated counselor or building administrator, and another request to relinquish the PCD will be made.

        - If the PCD is relinquished without further delay, the student will receive disciplinary action such as a lunch detention or after-school detention. *(Please see "Progressive Discipline" below.)*

        - If the student still does not comply, the student is considered insubordinate and will receive disciplinary consequences, including suspension.

    - Multiple violations will result in the student relinquishing their PCD to office personnel daily upon arrival.

Progressive Discipline for Refusal to Surrender a PCD to School Personnel:

1. **First offense:** Lunch detentions and/or possible after-school detention.
2. **Second offense:** One-day out of school suspension or participation in the CARE program. A parent-administrator meeting will be required before re-entry to school is permitted.

3. **Third offense:** Multiple after-school detentions, suspension from school, or participation in the CARE program, AND the student must turn PCD into the office each day as determined by the building administrator.

PCDs taken for violating this BP will NOT be given back to the student except for the first offense and only if the student relinquishes the device without incident. Photo identification must be provided as verification when picking up the device. The Hazel Park School District is not responsible for lost, stolen, or damaged PCDs brought to school, which includes devices confiscated for failure to adhere to the PCD policy. Students who bring PCDs onto school grounds are instructed to keep all devices securely in their lockers and are advised never to share their locker information with anyone.

- Hallways:

    - Students **Cafeteria**:
    - Full usage of PCDs and portable video game devices are permitted during breakfast and/or lunch times. However, should a school employee feel that the student is using the PCD (s) inappropriately, they reserve the right to follow measures 2.a.i-iii as deemed appropriate.

- Before/After School Sponsored Clubs and Sports:

    - Full usage of PCDs and portable video game devices are permitted during breakfast and/or lunch times. However, should a school employee feel that the student is using the PCD(s) inappropriately, they reserve the right to follow measures 2.a.i-iii as deemed appropriate.

Using a PCD to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted. Students who violate this provision and/or use a PCD to violate the privacy rights of another person may have their PCD confiscated and held. If the violation involves potentially illegal activity the PCD may be confiscated and turned-over to law enforcement.PCDs, including but not limited to those with cameras, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes.

Students are personally and solely responsible for the security of their cell phones and other electronic devices (smart watches, users own laptop, ipad, etc.). The District is not responsible for theft, loss, or damage of any cell phone or other electronic device. Students may not use cell phones or other electronic devices while they are in locker rooms, restrooms, or any other area in which others may have a reasonable expectation of privacy. Taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal photographs, video, audio, or other similar data, whether by electronic data transfer or otherwise (including via cell phone or other electronic device), may constitute a crime under state or federal law. A student engaged in any of these activities at school, at a school event, or on school-provided transportation, may be subject to discipline. A student engaged in any of these activities outside of school may be disciplined if the student's activities substantially disrupt or negatively affect the school environment.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Students may not use a PCD in any way that might reasonably create in the mind of another person an impression of being bullied, threatened, humiliated, harassed, embarrassed or intimidated. In particular, students are prohibited from using PCDs to: (1) transmit material that is threatening, obscene, disruptive, or sexually explicit or that can be construed as harassment or disparagement of others based upon their race, color, national origin, sex, sexual orientation, disability, age, religion, ancestry, or political beliefs; and (2) engage in "sexting"- i.e., sending, receiving, sharing, viewing, or possessing pictures, text messages, e-mails or other materials of a sexual nature in electronic or any other form. Violation of these prohibitions shall result in disciplinary action. Furthermore, such actions will be reported to local law enforcement and

child services as required by law. Students are also prohibited from using a PCD to capture, record, and/or transmit test information or any other information in a manner constituting fraud, theft, cheating, or academic dishonesty. Likewise, students are prohibited from using PCDs to receive such information.

School Volunteers

All school volunteers must complete the **IChat** (available in the school office) and be approved by the school principal before assisting at the school. Some teachers utilize parent volunteers in the classroom. The individual teachers make this decision. Teachers who desire parent volunteers will notify parents. For school-wide volunteer opportunities, please contact the building principal. Volunteers are required to check in and out at the main office and receive a visitor badge before going to their destination.

BP ARTICLE VIII. SECTION 10: Community Relations

Invitations & Gifts (K-8)

Party invitations or gifts for classmates should not be brought to school to be distributed. Items such as these are of a personal nature and should be mailed home. The office is unable to release addresses and phone numbers of students.

Treats, Snacks & Lunches (K-8)

Due to health concerns and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought and prepackaged in individual servings. No homemade treats or snacks are allowed at school. Treats and snacks may not require refrigeration and must have a clearly printed list of ingredients on the packaging. We strongly encourage you to select a treat or snack with nutritional value.

Parents are asked to leave snacks/treats at the office in order to prevent distractions in the classroom and protect instructional time. We also ask that parents reserve any balloons, presents, and other party favors for home celebrations.

Food from outside vendors without prior approval from the principal may not be brought into the buildings.

Outdoor Expectations (K-5)

The students will be expected to go outside for recess and/or morning lineup when the temperature is at or above 20 degrees Fahrenheit (including wind chill). Students should bring appropriate winter gear that will meet their needs.

Accommodating Persons with Disabilities

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the superintendent or building principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

BP ARTICLE V. SECTION 2: Personnel/Non-Discrimination

Homeless Child's Right to Education

When a child loses permanent housing and becomes a homeless person as defined at law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either:

- Continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
- Enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

Assistance and support for homeless families may contact **Karla Graessley** at 248-658-5284 or **Thelma Hardy** at 248-658-5211.

AG IV-1. Category 6: Enrollment: Eligible Students. McKinney-Vento Homeless Assistance Act

English Learners

The school offers opportunities for English Learners to develop high levels of academic attainment in English and to meet the same academic content and student academic achievement standards that all children are expected to attain. Parents/guardians of English Learners will be informed how they can: **(1)** be involved in the education of their children, and **(2)** be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students. For questions related to this program or to express input in the school's English Learners program, contact: Dr. Stephanie Dulmage, Assistant Superintendent of Teaching & Learning at stephanie.dulmage@myhpsd.org.

Special Education

It is the intent of the school district to ensure that students who are disabled within the definition of the Individuals with Disabilities Education Act ("IDEA") or section 504 of the Rehabilitation Act of 1973 ("Section 504") are identified, evaluated, and provided with appropriate educational services.

The school district provides a free appropriate public education in the least restrictive environment and necessary related services to all students with disabilities enrolled in the school.

For the provision of special education programs and services under the IDEA, the term "student with a disability" means a person between ages 3 and 26 for whom it is determined that special education services are needed. A student who reaches age 26 after September 1 is a "student with a disability" and entitled to continue a special education program or service until the end of that school year.

For the purposes of complying with Section 504, a "student with a disability" is a person who:

1. Has a physical or mental impairment, which substantially limits one or more of such person's major life activities;
2. Has a record of such an impairment; or
3. Is regarded as having such an impairment.

A copy of the publication "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" may be obtained from the school district office.

AG III-4. Parental Participation in Title I Programs
AG III-6. Special Education
AG IV-14.Use of Seclusion and Restraint.
ARTICLE 5 Section 2.Non-Discrimination.
Americans with Disabilities Act of 1990 (ADA)
Individuals with Disabilities Education Act (IDEA)
Family Educational Rights and Privacy Act (FERPA)

Discipline of Students with Disabilities

The School District will comply with the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act of 1973 when disciplining students with disabilities. Behavioral interventions will be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors.

BP ARTICLE III.CURRICULUM AND INSTRUCTION SECTION 8.Students with Limited English Proficiency.
AG ARTICLE V. SECTION 2: Personnel/Non-Discrimination

Mandated Reporters

All school personnel, including teachers and administrators, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Michigan Family Independence Agency.

Mandated reporters are required to make a **report** of suspected abuse or neglect when they **have** reasonable cause to suspect that a child is a victim of child abuse under any of the following circumstances:

They are responsible for the child or work for an agency that is directly responsible for the child.

Student Records

The Protection of Pupil Rights Amendment affords parents certain rights regarding the District's conduct of surveys, collection and use of information for marketing purposes, and certain physical examinations. These include the right to:

Consent before the student is required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education:

1. Political affiliations or beliefs of the student or the student's parent/guardian;
2. Mental or psychological problems of the student or the student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom the students have close family relationships;
6. Legally-recognized privileged relationships, such as those with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian; or
8. Income, other than that required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of –

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under Michigan law; and
3. Activities involving the collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use –

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

Student Records

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings that are created in part for law enforcement, security, or safety reasons or purposes; and electronic recordings made on school buses.

The Family Educational Rights and Privacy Act (FERPA) and the Michigan Revised School Code afford parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's school records. They are:

1. **The right to inspect and copy the student's education records within 30 school days of the day the District receives a request for access.**
   The degree of access a student has to his or her records depends on the student's age. The parent/guardian of a student less than 18 years old has the right to copy and inspect their child's education records. Once the student turns 18, the right to copy and inspect education records is transferred to the student. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. The principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. The District charges $.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost. The District will not charge for copying records, which contain personally identifiable information about the student that is collected or created by the school district as part of the pupil's education records.
   These rights are denied to any person against whom an order of protection has been entered concerning the student**.**

2. **The right to request the amendment of the student's education records that the parent/guardian or eligible student believes are inaccurate, irrelevant, or improper.**
   A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought. If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or the Michigan Revised School Code authorizes disclosure without consent.**
   Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

   Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring.

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; any person named in a court order, so long as the parents/guardians or eligible student is notified of the court order before the documents are produced; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

4. **The right to a copy of any school student record proposed to be destroyed or deleted.**
   Education records are maintained for at least 60 years after the student graduates or permanently withdraws. If the student transfers, education records are maintained until the next school district requests the records.

5. **The right to prohibit the release of directory information.**
   Throughout the school year, the District may release directory information regarding students, limited to the District's defined list of information that is "directory information" as contained in the District's policies and procedures. Such directory information may include:

   - Name
   - Address
   - Grade level
   - Birth date and place
   - Parent/guardian names, addresses, electronic mail addresses, and telephone numbers
   - Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs
   - Academic awards, degrees, and honors
   - Information in relation to school-sponsored activities, organizations, and athletics
   - Major field of study
   - Period of Attendance in school

Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.

6. **The right to request that military recruiters or institutions of higher learning not be granted access to your student's information without your prior written consent.**[1]
   Federal law requires a secondary school to grant military recruiters and institutions of higher learning, upon their request, access to secondary school students' names, addresses, and telephone numbers, unless the student's parent/guardian, or student who is 18 years of age or older, submits a written request that the information not be released without the prior written consent of the parent/guardian or eligible student. If you wish to exercise this option, notify the building principal.

7. **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.**

The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington DC 20202-4605

This section is only applicable to high schools.

MCL 380.1136 ARTICLE III Curriculum Section 1 & 2

Age of Majority

Although 18-year-old students are recognized as adults under the Age of Majority Act, school officials are nonetheless committed to the equal treatment in application of school policies and procedures to all students. With the exceptions noted below, school district policies and procedures set forth apply to all students, regardless of their attainment of the age of majority. Students 18 years and older may:

1. Have the same privilege as their parents/guardians as it relates to access or control of their student records;

2. Represent themselves during disciplinary conferences and be the addressee for their grade reports

3. Sign themselves in and out of school and may verify their own absences.
   NOTE: All attendance standards continue to apply;

4. Provide reason(s) for their absences and tardies, but are held to the same attendance requirements as other students, including the acceptable reason(s) for an excused absence.

Eligible students who wish to assert these rights should register their intent on the appropriate form in the high school office. Until such time as the eligible student registers this intent, school officials will not apply the above exceptions to school policies and procedures.

MCL 722.52 ARTICLE III Curriculum Section 1 & 2

Instructional Material

A student's parent/guardian may review the curriculum, textbooks, and teaching materials of the school in which the student is enrolled at a reasonable time and place and in a reasonable manner.

Title I Funds: Parent Involvement

Hazel Park Schools receive Title I funding, with specific schools receiving different types of funding based on eligibility. In compliance with legal requirements, the Board of Education has adopted a Parent and Family Engagement Policy. The district is dedicated to fostering strong relationships with families and the community by offering various opportunities for involvement in students' education. If your child attends a Title I-funded school, you may submit a written request to obtain information about their teacher's qualifications that includes the following:

- Whether the teacher has met Michigan's qualification and licensing requirements for the grade level and subject

area they teach.

- Whether the teacher is working under emergency or provisional status due to a waiver of state qualification or licensing criteria.
- The teacher's baccalaureate degree, major, and any other graduate certification or degree, including the field of study.
- Whether the student receives services from a paraprofessional and, if so, the paraprofessional qualifications.

Transportation and Parking

Bike Rules & Regulations - Elementary

- Elementary students will be allowed to ride bikes to school; While we encourage our bike riders to be in grades 4 & 5, it is up to the discretion of parents whether or not their child will be allowed to ride a bike. Scooters will not be permitted.
- Bikes must be locked to the bike rack; The school is not liable for any stolen bikes.
- Student bike riders must wear helmets.
- Students must walk their bikes, once on school grounds.
- Noncompliance with rules on school property, may mean the suspension of bike riding privileges.
- The district will offer a bike safety class/ride in the spring.

If students do not bring a lock to school, the bike will be brought inside the building and one warning will be given. After that, parents will need to pick up the bike.

If a student does not wear a helmet to school, the student will receive one warning. After that, parents will need to pick up the bike.

If a student has three violations regarding locks or helmets, the student will lose the privilege and can no longer ride a bike to school.

Bike Rules & Regulations - Secondary

- Students are allowed to ride bikes and scooters to school.
- Bikes must be locked to the bike rack;
- Students must walk their bikes, once on school grounds.
- Noncompliance with rules on school property, may mean the suspension of bike riding privileges.
- The school is not liable for any stolen bikes or scooters.

Bus Conduct

Students are expected to follow all school rules when riding the school bus. A student may be suspended from riding the bus for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Violating any school rule or school district policy.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the building principal deems to threaten the safe operation of the bus and/or its occupants.

An adult must be present whenever students with special needs are dropped off or the child will be brought back to the student's school and it will be the responsibility of the parent/guardian to pick the student up from school immediately.

BP APPENDIX A STUDENTS CODE

Visitor Parking

The school has designated parking locations available for school visitor parking. Please see your student's school to learn more about the designated parking location.

Those dropping off and picking up children may do so based on the drop off and pick locations designated by your student's school.

Vehicles MAY NOT be parked or located in the bus lanes, fire lanes or drop-off lanes at ANY TIME. Bus lanes and fire lanes are clearly marked. Vehicles located in these locations may be ticketed and/or towed by the police.

Students should exit vehicles on the curbside of the vehicle. Vehicles should not cut through parking spaces in parking lots. At no time should any person encourage a student across a busy parking lot. All elementary students should be escorted by an adult across any lanes of traffic. Adults should always set a positive example in front of students. Adults should exhibit self control in the parking lot setting and refrain from causing any disruption.

High School Student Parking: High School Campus

Students may park their vehicles in the lot designated on Felker between the hours of 7:00am and after sports activities . Vehicles must be parked between the painted lines, and must be driven under the speed limit of 10 miles per hour while in the lot. Vehicles should be driven safely and must yield to pedestrians. Vehicles parked outside painted lines or designated parking spots may be ticketed or towed at the discretion of the school, at the vehicle owner's expense. Students caught driving recklessly in the parking lot may be subject to disciplinary action.

The lot located on Hughes St. is designated for school staff, personnel, and others designated by administration. These lots MAY NOT be used by students at any time. Student vehicles parked in these lots may be ticketed or towed at the discretion of administration.

The school is not responsible for student vehicles, any possessions left in them, or anything attached to the vehicles. STUDENTS PARK THEIR VEHICLES ON OR NEAR SCHOOL PROPERTY AT THEIR OWN RISK. Students should be aware their vehicles are not protected in any way while in the parking lot, and items of value should not be left in or near the vehicle while unattended.

Students have no reasonable expectation of privacy in vehicles parked on school grounds. School lots are regularly searched by contraband dogs, administration, and police officers. Students should be aware that items and spaces on school grounds are subject to view by others. Based on the reasonable suspicion standard, vehicles parked on school grounds may be subject to search. Prohibited items discovered during the course of a search may result in discipline, including, but not limited to, expulsion from school, as well as referral to law enforcement.

Vehicles MAY NOT be parked or located in the bus lanes or fire lanes at ANY TIME. Bus lanes and fire lanes are clearly marked. Vehicles located in these locations may be ticketed and/or towed by the police.

Video cameras may be active in parking lots and may be used for the purposes of investigation into student misconduct. Discipline for misconduct includes all disciplinary measures in the student discipline code and/or withdrawal of parking privileges.

Promotion and Graduation

Grading & Promotion

School report cards are issued to students based on school schedule. For questions regarding grades, please see the classroom teacher.

The decision to promote a student to the next grade level or earn high school credit is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reasons not related to academic performance. Decisions about student promotion are decided on an individual basis.

AG III-24. Grading AG III-25. Graduation Requirements

Elementary School:

Each marking period will be either nine or ten weeks in length. The teacher uses evidence from student work, formal and information assessments, and performance tasks to determine if a child is:

1 = Not meeting expectations
2 = Approaching expectations
3 = Meeting expectations
4 = Exceeding expectations

Special subjects (Art, Physical Education, Music & STEAM) will report progress twice a year at the end of each semester.

Junior High and High School:

Each marking period will be 8-10 weeks in length. Semester classes will be made up of two marking periods. A student must initiate a grade change with their counselor by the third Friday of the following semester. The correction is to be completed by the end of the semester following the receipt of the original grade.

GRADUATING SENIORS NEED TO COMPLETE THIS PROCESS BY THE END OF THE FIRST SEMESTER.

On report cards, grades will be listed for each marking period, the final exam (if given), and the final grade. It is the final course grade that determines the GPA. See the Appeal & Grievance Procedures for Non Disciplinary Decisions.

Grading Scale:

97.0-100	**A+**	77.0-79.00	**C+**
93.0-96.99	**A**	73.0-76.99	**C**
90.0-92.99	**A-**	70.0-72.99	**C-**
87.0-89.99	**B+**	67.0-69.99	**D+**
83.0-86.99	**B**	63.0-66.99	**D**
80.0-82.99	**B-**	60.0-62.99	**D-**
		0.00-59.99	**E**

GPA Calculation for High School & Junior High School:

A = 4.0	A- =3.7	
B+ = 3.4	B = 3.0	B- =2.7
C+= 2.4	C = 2.0	C- =1.7
D+ = 1.4	D = 1.0	D- =.07
E = 0		
I=INCOMPLETE	NC=NO CREDIT	W=WITHDRAWN 0

AP Course GPA Calculation (High School):

A+= 4.4	A = 4.4	A- = 4.0
B+ = 3.7	B = 3.4	B- = 3.0
C+ = 2.7	C = 2.4	C- = 2.0
D+ = 1.7	D =1.4	D- = 1.0
E=0	W=0	

Graduation Honors - Honor Cord

Single color

Academic:

(3.3 GPA or higher, with at least three full credits or 2 year successful completion of the program)

- **Performing Arts (Band, Choir, Drama):** *Purple*
- **Technical (CTE, Chrysler & OSTC)**:
  - **CTE Vocational/Business**: *Black*
  - **Chrysler***: Red*
  - **OSTC***: Blue & Green*
- **English:** *White*
  - **Yearbook**: *Teal Blue*
- **Mathematics:** *Gold*
- **Science**: *Green*
- **Social Studies**: *Silver*
- **World Language:** *Blue*
- **Art:** *Orange*
- **Physical Education:** *Bronze Multi-color*

Extracurricular & Co-curricular:

- **DECA Club: Royal Blue & White**
- **National Art Honor Society:** *Rainbow*
- **NHS Service & Leadership:** *Sky Blue & Gold*
- **NTHS:** *Purple & White*
- **Science Olympiad or Robotics:** *Dark Green & White*
- **Student Council:** *Whisper Grey & Maroon*
- **Class Officers:** *Black & Gold*
- **International Thespian Society:** *Gold & White*
- **Superintendent Advisory:** *Silver & White*
- **Marching Band:** *Maroon & Blue*

Stoles and Sashes:

- **National Honor Society** - *White stole with NHS Insignia*
- **National Technical Honors Society** - *White sash*

Tassels & Medallions:

- **Cum Laude (3.0–3.499 GPA):** *Silver Tassel*
- **Magna Cum Laude (3.5–3.749 GPA):** *Blue Tassel*
- **Summa Cum Laude (3.75 or higher GPA):** *Gold Tassel*
- **Valedictorian and Salutatorian:** *Honors Medallion*
- **Graduation Recongnition**

Valedictorian	1.Obtain highest possible grade point average 2. Elect no more than one credit total on a pass/fail basis. This credit cannot be a required academic course including those listed in #3 3. Must have taken and completed **a full credit of** the following courses at

	Hazel Park High School or equivalent courses from another accredited high school. ● AP English 11 ● AP English 12 ● Pre-Calculus, Calculus or other AP math course ● Biology, Chemistry, and Physics ● AP World, AP US History, AP Government, or other approved offered AP social studies course 4. The valedictorian is not permitted to DROP and RETAKE a class to improve his/her grade point average for Valedictorian status. ***only the following OSTC science courses, with approval by the principal or curriculum director, can be used to replace Physics. * Health Sciences *Engineering/Robotics/Mechatronics If there is a scheduling conflict which would not allow a student to complete all necessary courses, the student may attend a virtual option upon approval of the principal or curriculum director.
Salutatorion	1.Obtain the 2nd highest possible grade point average Same as Valedictorian requirements above

Credit for Alternative Courses and Programs

Students should not assume that the credit opportunities described below will always result in earned credit towards graduation or course prerequisites. Students should first discuss the matter with a guidance counselor or administrator.

Virtual ~~and Distance~~ Learning

Virtual learning is completed through a computer-based internet-connected learning environment and may be offered at a supervised school facility during the day as a scheduled class period, through distance learning, or through self-scheduled learning where students have some control over the time, location, and pace of their education. Additional information can be found in the district's Virtual Learning Handbook

A student enrolled in virtual ~~or distance~~ learning course may receive credit for work completed, provided that the course meets ALL of the following requirements:

- Is capable of generating a credit or grade.
- Is not a course in which the student has previously gained credit.
- Is taught by a teacher who holds a valid Michigan teaching certificate [and who] is responsible for determining appropriate instructional methods for each pupil, diagnosing learning needs, assessing pupil learning, prescribing intervention strategies, reporting outcomes, and evaluating the effects of instruction and support strategies.

Summer School and Independent Study

A student will receive high school credit for successfully completing: (1) any course given by an institution accredited by the North Central Association of Colleges and Secondary Schools.

Dual Enrollment Courses

A student who successfully completes a dual enrollment course may receive credit at both the college and high school level. Contact your assigned counselor for information about enrollment eligibility, charges paid by the District, eligible institutions, and other matters related to dual enrollment, including the Early Middle College pathway.

Foreign Language Credit

Students who demonstrate proficiency in a foreign language outside of a public or private high school curriculum may be awarded credit. Proficiency can be verified through a competency test or other criteria established by the Board. The amount of credit granted will be based on the level of proficiency achieved.

BP ARTICLE III Section 8. Students with Limited English Proficiency.

Testing Out

According to the Michigan Merit Curriculum Law, Section 380.1278(a)(4)(c), "a school district or public school academy shall also grant a student credit if the student earns a qualifying score, as determined by the department, on the assessments developed or selected for the subject area by the department or the student earns a qualifying score, as determined by the school district or public school academy, on 1 or more assessments developed or selected by the school district or public school academy that measure a student's understanding of the subject area content expectations or guidelines that apply to the credit."

The following policy statements will apply:

1. This policy will apply equally to all students
2. Course requirements will be satisfied if a student receives an 80% or better on the test.
3. Earning an 80% or better on the test will count toward the fulfillment of a requirement of a subject area or a course sequence.
   No letter grade will be earned by testing out of a course. A grade of 80% or better will provide a pass (P) notation on the transcript.
4. If students earn a “pass” notation in this course, they cannot subsequently request individual assessment for a prior course in the sequence, or enroll in a lower course in the same subject sequence.

Students who wish to "test out" must submit a completed request form to school administrators or counselors by the second Friday in November for January testing or by the second Friday in May for August testing. Contact the school to learn more about the process and to access the Test Out request form. Note: The NCAA does not accept test out credit as credit for future college-bound student athletes

Hazel Park High School - Graduation Requirements

Total Graduate Credits Required: 24

Subject Area	Credits	Courses
English	4	English 9 A, English 9 B English 10 A, English 10 B English 11 A, English 11 B English 12 A, English 12 B
Math	4	Algebra 1 A, Algebra 1 B Geometry A, Geometry B Algebra 2 A, Algebra 2 B Senior Math (0.5 credit), Senior Math (0.5 credit)
Science	3	Biology A, Biology B Complete 2 of the following 3 options: • Chemistry A, Chemistry B • Physics A, Physics B • Other Science A, Other Science B
Social Studies	3	U.S. History A, U.S. History B World History A, World History B Civics, Economics
World Language Credits	2	Language 1 A, Language 1 B Language 2 A, Language 2 B
Visual, Performing, or Applied Arts (VPA)	1	0.5 credit, 0.5 credit
Physical Education/Health	1	PE (0.5 credit), Health (0.5 credit)
Electives	4	Financial Literacy 0.5 (required)

Alternative Schools - Graduation Requirements

Total Graduate Credits Required:

Subject Area	Credits	Courses
English	4	English 9 A, English 9 B English 10 A, English 10 B English 11 A, English 11 B English 12 A, English 12 B
Math	4	Algebra 1 A, Algebra 1 B Geometry A, Geometry B Algebra 2 A, Algebra 2 B Senior Math (0.5 credit), Senior Math (0.5 credit)
Science	3	Biology A, Biology B

		Complete 2 of the following 3 options: • Chemistry A, Chemistry B • Physics A, Physics B • Other Science A, Other Science B
Social Studies	3	U.S. History A, U.S. History B World History A, World History B Civics, Economics
World Language Credits	2	Language 1 A, Language 1 B Language 2 A, Language 2 B
Visual, Performing, or Applied Arts (VPA)	1	0.5 credit, 0.5 credit
Physical Education/Health	1	PE (0.5 credit), Health (0.5 credit)
Electives	4	Financial Literacy 0.5 (required)

Early Graduation

Students who will have successfully completed graduation requirements after seven (7) semesters may petition to graduate. Applications must be submitted to the principal prior to the first Friday in December.

Early graduates must take full responsibility to make arrangements with the high school office for anything pertaining to the graduation ceremony (*i.e.*, announcements, cap and gown rental, graduation practices).

Any student enrolled in an off-campus course to fulfill graduation requirements must show documentation of such course(s) by the last day of the seventh semester. Failure to produce this documentation will result in denial of the early graduation petition.

The student and a parent will schedule a conference with the principal and the graduating senior's counselor before the last week in December of the student's seventh semester. At the conference the student should be prepared to justify his/her request to graduate early.

AG III-25. Graduation Requirements AG III-25. Graduation Requirements : Early Graduation

Personal Curriculum

The Personal Curriculum (PC) is a Michigan Department of Education (MDE) endorsed process, permitting modification of specific credit requirements and/or content expectations based on the individual learning needs of a student. It is designed to serve students who want to accelerate or go beyond the Michigan Merit Curriculum (MMC) requirements and students who need to individualize learning requirements to meet the MMC requirements. For more information from MDE about personal curriculums, please click here.

In April 2006, Public Acts 123 & 124 were passed and beginning with the class of 2011, they specified 16 credits which are a minimum required to graduate from a Michigan public high school. For the class of 2016, two credits of a language other than English are added for a minimum of 18 credits. Public Act 204 allows modifications to these credits through a personal curriculum. A high school diploma may be awarded to a pupil who successfully completes his or her personal curriculum even if it does not meet the requirements of the Michigan Merit Standards.

HPS Personal Curriculum

- ☐ **Complete Student Information Section**
- ☐ **Indicate reason for request of Personal Curriculum:**
  - ☐ General Enhanced
  - ☐ General Modified
  - ☐ IEP
  - ☐ Transfer
- ☐ **Obtain Consent of person requesting Personal Curriculum:**
  - ☐ Indicate the following [OFFICE USE ONLY: Received By/Meeting Date/Parent Notification Date]
- ☐ **Provide RATIONALE FOR PERSONAL CURRICULUM (GENERAL ENHANCED OR IEP ONLY)**
  {MUST INCLUDE RELEVANT INFORMATION DIRECTLY LINKED TO IEP}
- ☐ **Team Meeting:**
  - ☐ Participants: School Counselor/Parent/Legal Guardian/Student/General Education Teacher
    - ☐ ***Special Education Include: Special Education Teacher, School Psychologist***
- ☐ **Complete Personal Curriculum Plan:**
  - ☐ Check Box: Modifications Requested
  - ☐ Obtain Participant Signatures
  - ☐ Review Evaluation Information: [Counselor + School Psychologist}
  - ☐ Check Box: Determine if Student is Eligible for Personal Curriculum
  - ☐ Check Box: Courses to be modified that will be aligned with the Personal Curriculum
  - ☐ Specify how each individual course will be modified: Alternate Course **and/or** Curriculum Modification
- ☐ **Quarterly Progress Updates:**
  Public Law 204 Section 5(d) states:"The pupil's parent or legal guardian shall be in communication with each of the pupil's teachers at least once each calendar quarter to monitor the pupil's progress towards the goals contained in the pupil's personal curriculum."
  - ☐ Indication: Report Cards will be provided as Quarterly Progress Updates. (HPHS)
  - ☐ Indication: Progress Reports/Report Cards will be provided as Quarterly Progress Updates (Advantage)
    - ☐ Parent/Legal Guardian Initial at meeting
- ☐ **Personal Curriculum Revisions:**
  Public Law 204 Section 5(e) states:
  "Revisions may be made in the personal curriculum if the revisions are developed and agreed to in the same manner as the personal curriculum."
  **Personal Curriculums should be reviewed on an annual basis.*
  - ☐ Parent/Legal Guardian Initial at meeting

- ☐ **Obtain Signatures of Agreement**
- ☐ **District Commitment**
  - ☐ General Education: Forward to Executive Director of Executive Director of Teaching, Learning & Equity
    - ☐ Curriculum Department Review
    - ☐ **Curriculum Department will forward to Superintendent for final signature**
  - ☐ Special Education: Forward to Executive Director of Student Services

- ☐ Student Services Review
- ☐ **Student Services Department will forward to Superintendent for final signature**

☐ **Retain copy of current Personal Curriculum in CA-60**

☐ **Complete Personal Curriculum requirement in the Student Information System**

- ☐ ***Menu: Programs: Student Program History: Add Button: Drop Down Box - Personal Curriculum***
- ☐ ***This will indicate ↑ in PROGRAMS next to the hand***

Code of Conduct and Attendance

INTRODUCTION: Hazel Park School Code of Conduct

The vision of the Hazel Park School District is to inspire and empower all learners to achieve excellence. One major pillar to support our vision is to maintain a positive culture and climate focused on learning. The responsibility of developing and maintaining a secure and productive teaching and learning environment is the obligation of each member of the school community, including the students, staff, parents, and community members.

The policies and procedures emphasize collaborative problem solving and offer opportunities for students and adults to develop lasting skills to manage anger and conflict. Hazel Park School District is committed to using a variety of proactive and student-focused strategies to promote a positive school climate based on:

- Implementation of evidence-based strategies for social and emotional learning such as Positive Behavioral Interventions and Supports (PBIS) and restorative practices. Integration of social and emotional learning and other evidence-based prosocial development practices into the school culture, supporting and sustaining them as vital elements of the school operations.
- Collecting and effectively utilizing data—including discipline and academic performance records, truancy data, student and stakeholder surveys, and other relevant measurements—for ongoing formative evaluation of disciplinary processes and their Effectiveness.
- Using discretion afforded under zero tolerance laws and other regulations to reserve suspension and expulsion for only the most serious offenses such as those infractions required by law and deemed absolutely necessary.

Every school district is required by law to adopt a code, as set forth in the Revised School Code, MCL 380.1312(8):

"A local or intermediate school district or a public school academy shall develop and implement a code of student conduct and shall enforce its provisions with regard to pupil misconduct in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school sponsored activity or event whether or not it is held on school premises."

The information in the following pages explains the code of conduct of acceptable student behaviors and subsequent discipline policies and procedures of Hazel Park School District that will be used to ensure fair and equitable treatment for all members of our student population.

~~When and Where the Code of Student Conduct Applies~~

~~Off Campus Events~~

Rights and Responsibilities in the School Community

Hazel Park School District is dedicated to creating and maintaining a positive learning environment for all students. All members of our learning community—including students, educators (teachers, administrators, and support personnel), and parents must assume a responsible role in promoting behavior that enhances academic and social success. Courteous, respectful, and responsible behavior fosters a positive climate for the learning community. Those responsibilities include, but are not limited to, the following:

Students (persons enrolled in grades K-12) have the responsibility to:

1. Take responsibility for your learning and recognize that it is a process.
2. Attend school regularly, arrive on time, and be prepared to learn.
3. Respect yourself and others in class, on school grounds, on buses, and at any school-related activity.
4. Respect the rights and feelings of fellow students, parents, educators (including teachers, secretaries, custodians, aides, paraprofessionals, and other school personnel), visitors, and guests.
5. Work within the existing structure of the school to address concerns.
6. Know and comply with school district rules and policies.
7. Participate in your learning communities, including helping formulate rules and procedures in the school, engaging in school-related activities, and fostering a culture of respect for learning and for others.

Parents have the responsibility to:

1. Take responsibility for your child's development as a learner by, as much as possible, providing a home environment suited for learning and developing good study habits.
2. See that your child attends school regularly and on time.
3. Provide for your child's general health and welfare as much as possible.
4. Teach and model respect for yourself, your child, and all members of the school community.
5. Support the school's efforts to provide a safe and orderly learning environment.
6. Know and support the school and district rules and policies and work within the existing structure of the school to address concerns.
7. Advocate for your child and take an active role in the school community.

The Code of Student Conduct sets forth student rights and responsibilities while at school and school-related activities, and the consequences for violating school rules. It defines behaviors that undermine the safety and learning opportunities for all members of the school community and favors actions that encourage positive behavior and learning over actions designed to punish.

Students at school-sponsored, off-campus events and activities shall be governed by District rules and regulations and are subject to the authority of Schools Officials. Any conduct that adversely affects the school climate and has a direct and immediate adverse effect on the discipline or general welfare of the school, and/or its students is prohibited, as well as off-school property. Failure to obey the rules and regulations or failure to obey the lawful instructions of School Officials shall result in loss of eligibility to attend school-sponsored, off-campus events or activities and may result in suspension and/or other disciplinary measures as outlined in the Student Code of Conduct.

When determining the consequences of student misconduct, school officials may use intervention strategies and/or disciplinary actions. Recognizing the importance of keeping students in school learning as much as possible, educators will consider the severity or repetition of misconduct, age and grade level of the student, circumstances surrounding the misconduct, impact of the student's misconduct on others in the school community, and any other relevant factors in determining how they will address misconduct.

In instances where school-issued responses to student misconduct have been administered, those decisions will not be discussed with any parent/guardian outside of the offending students' parent/guardian.

The Code of Student Conduct will be administered fairly, without partiality or discrimination.

The Code of Student Conduct does not diminish any rights under federal law (20 U.S.C. 1400 et seq.) of a student determined to be eligible for special education programs and services. Students with an Individualized Education Program

(IEP) are responsible for following The Code of Student Conduct. As a consequence of a violation of The Code of Student Conduct by a student with an IEP, specific procedures may apply.

Student Conduct

Respect for law and for those persons in authority shall be expected of all students. This includes conformity to school rules as well as general provisions of law regarding minors. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all members of the school community.

Respect for real and personal property; pride in one's work; achievement within the range of one's ability; and exemplary personal standards of courtesy, decency, and honesty should be maintained in the schools of this District.

The Superintendent shall establish procedures to carry out BP and philosophy, and shall hold all school personnel, students, and parents responsible for the conduct of students in schools, on school vehicles, and at school-related events.

Student conduct shall be governed by the rules and provisions of the Student Code of Conduct. This Code of Conduct shall be reviewed annually.

Student Behavior

The Board of Education acknowledges that conduct is closely related to learning and that an effective instructional program requires an orderly school environment, which is, in part, reflected in the behavior of students.

The Board believes that the best discipline is self-imposed and that students should learn to assume responsibility for their own behavior and the consequences of their actions.

The Board shall require each student of this District to adhere to the Code of Conduct promulgated by the administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. Such rules shall require that students:

- Follow student code of conduct as defined by each school's PBIS behavior expectations.
- respect the person and property of others;
- preserve the degree of order necessary to the educational program in which they are engaged;
- respect the rights of others;
- recognize constituted authority and respond to those who hold that authority.

Teachers and other employees of this Board having authority over students shall have the authority to take such means as may be necessary to control the disorderly conduct of students in all situations and in all places where such students are within the jurisdiction of this Board and/or when such conduct interferes with the educational program of the schools or threatens the health and safety of others.

When administering disciplinary decisions for students in special education or with 504 Plans, the school team must utilize the '7 Factors of Discipline' to determine an appropriate consequence. If a student has an IEP/504 Plan the school team must consider if a Manifestation Determination is required based on one of the two following factors:

1. Pattern of Removals (student is suspended multiple times for the same or similar actions. (Documents found in PowerSchool
2. Students out of school have reached 10 or more absences. (Documents found in PowerSchool).

If the behavior is determined a manifestation of the student's disability, out of school suspension days are changed to absent excused. If the student's behavior is determined to NOT be a manifestation of the disability the student is subject to general education discipline.

While the following list of behaviors is not exhaustive of all behaviors, all student behaviors must conform to the board expectations outlined above.

ELEMENTARY

Distinctions between Minor and Major behaviors.

MINOR (Classroom Managed)	MAJOR (Office Referrals)
Inappropriate Language	
Student indirectly uses inappropriate words or actions. ● Inappropriate language toward teacher, staff, peers, verbal and/or written (ie, stupid, dumb, etc.) ● Derogatory terms ● Negative talk about peer, staff, or self ● Inappropriate gestures (ie middle finger, sexual gestures, etc.)	Student uses inappropriate words or actions directed toward an adult or peer that interferes with teaching and learning. ● Inappropriate language toward teacher, staff, peers, verbal and/or written (ie cursing, derogatory terms, etc) ● Sexual harassment ● Racially Explicit words ● Threatening and/or intimidating language ● Reoccuring minors
Physical Contact	
Student engages in non-serious, but inappropriate physical contact with a peer. ● Bumping into each other or touching exposed hair/body ● Tripping,pushing, pinching ● Cutting in line ● Throwing items in a non-aggressive way (pencil, paper, toy, ball, etc..) ● Roughhousing	Actions involving serious physical contact with intent to harm where injury may occur. ● Hitting/pushing with intent to harm ● Choking ● Biting ● Punching ● Scratching ● Spitting ● Fighting ● Hair Pulling ● Recurring minors ● Throwing items in an aggressive way
Disrespect	
Student refusal to fulfill instructional and/or building norms. ● Students refusing to do work ● Passive refusal to participate (ie, eye rolling, not following directions immediately)	Student refusal to fulfill instructional and/or building norms that interrupt class instruction and learning. ● Blatant or excessive defiance that is continuously interrupting the entire class.

• Muttering under breath • Talking back • Leaving assigned area • Talking/interrupting during instruction	• Leaving assigned area • Forgery • Verbal altercation with a staff member • Cheating • Recurring minors
Disruption	
Student behavior causes a distraction to the learning environment, but class activity is able to continue. Examples: • Constant blurting/'yelling without raising hand • Movement out of assigned area without permission (overuse of bathroom, drinks, office, etc) • Irritating/bothering others (ie tapping making noises, talking) • Not following directions or having materials • Off task	Student behavior causes an interruption in class or activity. Examples: • Yelling/shouting out; A pattern of teacher not being able to teach and students unable to learn. • Causing evacuation of classroom • Leaving assigned area • Purposely "pushing buttons" to incite angry response • Recurring minors that disrupt instruction
Property Misuse	
Student engages in non-serious, but inappropriate misuse of property. • Writing on property • Ripping or crumpling up paper and/or others work (also hallway displays) • Breaking utensils • Hands on others' property • Minor bathroom mess • Throwing items in a non-aggressive way (pencil, paper, toy, ball, etc..) • Kicking or slamming things	Student engages in serious abuse or misuse of property. • Throwing furniture • Continual damage (knocking books off shelves, ripping posters down) • Stealing • Destroying materials or property beyond reuse • If safety is compromised by property misuse • Recurring minor offenses
Technology Violation	
Student engages in misuse of district technology and/or PCD • Accessing "non-teacher" assigned website • Taking pictures within classroom • Messing with settings on school devices • Using technology without permission • Careless use physically of school devices • Failure to report problems or breakage • Having phone on person (personal device)	Student engages in excessive abuse of district technology and/or PCD • Accessing inappropriate websites • Bullying/harassment on school equipment • Purposely breaking school technology • Using phone during school hours (personal device)

ELEMENTARY RESPONSES TO STUDENT BEHAVIOR

- LEVEL 1: Teacher-managed responses (Time out, conference with student, parent contact, teach desired behavior, other)

- LEVEL 2: Referred Responses (Accumulation of Minors, Majors: After-School or Lunch Detention, Time in Office, In School Suspension, Parent Contact, Student Conference)
- LEVEL 3: Building Principals (or designee) Responses - Temporary Removal of Student from School (Majors: ISS or OSS up to 5 Days)
- **LEVEL 4:** Building Principals Exclusionary Responses (Majors; OSS up to 10 Days)
- LEVEL 5: Building Principal Recommended Long-Term Exclusionary Responses (State-mandated Expulsions; Accumulation of Majors; Expulsion Recommendation)

Progressive discipline will be utilized based on severity and repetition of behaviors in conjunction with restorative practices as a consideration for all disciplinary decisions to reinforce desired behaviors.				
LEVEL 1: Teacher-Managed Responses (Minors; see intervention responses)	**LEVEL 2:** Referred Responses (Accumulation of Minors, Majors: After-School or Lunch Detention, Time in Office, In School Suspension, Parent Contact, Student Conference)	**LEVEL 3:** Building Principals (or designee) Responses - Temporary Removal of Student from School (Majors: ISS or OSS up to 5 Days)	**LEVEL 4:** Building Principals Exclusionary Responses (Majors; OSS up to 10 Days)	**LEVEL 5:** Building Principal Recommended Long-Term Exclusionary Responses (State-mandated Expulsions; Accumulation of Majors; Expulsion Recommendation)
Inappropriate Language				
Minor: Student indirectly uses inappropriate words or actions toward an adult or peer.				
Major 1st Offense: Student uses inappropriate words or actions directed toward an adult or peer that interferes with teaching and learning.				
	Major 2nd Offense: Student uses inappropriate words or actions directed toward an adult or peer that interferes with teaching and learning.			
Disrespect				
LEVEL 1	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
Minor: Student refusal to fulfill instructional and/or building norms				
Major 1st Offense: Student refusal to fulfill instructional and/or building norms that interrupt class instruction and learning				
	Major 2nd Offense: Student refusal to fulfill instructional and/or building norms that interrupt class instruction and learning			
Disruption				

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Minor: Student behavior causes a distraction to the learning environment, but class activity is able to continue. Examples: Making noises, talking and/or talking out of turn, not in seat at designated time.				
	Major: Student behavior causes an interruption in class or activity, including: Sustained loud talking or repeated talking out of turn, yelling or screaming, noise generated from classroom materials, roughhousing, and/or sustained out-of-seat behavior.			
Physical Contact/Aggression				
LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Minor: Student engages in non-serious, but inappropriate physical contact with a peer, including: poking, tripping, (intentional), horseplay, bumping into another student, and/or pushing.				
	Major: Actions involving serious physical contact with intent to harm where injury may occur, including: hitting, shoving/pushing, hitting with an object, kicking, hair pulling, scratching, spitting, and/or fighting.			
Property Misuse				
LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Minor: Student engages in non-serious, but inappropriate misuse of property.				
	Major: Student engages in serious abuse or misuse of property.			
Technology Violation				
LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Minor: Student engages in misuse of district technology and/or PCD				
	Major: Student engages in excessive abuse of district technology and/or PCD			

SECONDARY

SECONDARY RESPONSES TO STUDENT BEHAVIOR:

- LEVEL 1: Teacher-managed responses
- LEVEL 2: At school reinforcement, Detention, and/or Alternative to Suspension (CARE)
- LEVEL 3: Temporary student removal from school - Out of School Suspension 1-5 Days and/or In School Suspension (CARE)
- LEVEL 4: Long-term student removal from school - Out of School Suspension 6-10 Days (CARE)
- LEVEL 5: Exclusionary Responses - Recommendation to Superintendent for Expulsion (CARE)

CARE

The Center for Academic and Restorative Education (CARE) is a program housed in the Ford Administration Building. It is overseen by a district teacher trained in Restorative Practices. The program provides an opportunity for students to engage in restorative practices, social-emotional learning, and academic recovery as an alternative to out-of-school suspension. A Building principal may offer this as an alternative to detention or out of school suspension.

Recognizing that students face challenges, Hazel Park Schools believes in a responsive approach to support students by providing opportunities to transform their challenges into strategies for success. The CARE Program involves investing in both social-emotional wellness and academic recovery. Exploring skills such as responsible decision-making, empathy, and healthy coping mechanisms is essential for students to thrive not only in the classroom but also in the workplace, community, and on the field. The CARE Program provides a holistic approach that empowers students to navigate both educational and personal challenges effectively proactively and positively.

Distinctions between Minor and Major behaviors.

BEHAVIOR	**MINOR** **(Teacher Managed)**	**MAJOR** **(Administration Managed)**
Disrespect	Student indirectly uses inappropriate words or actions toward an adult or peer. ● Eye rolling ● Muttering under breath ● Call staff/adults by anything other than their name (unless given permission otherwise) ● Argumentative but redirects to task	Student uses inappropriate words or actions directed toward an adult or peer that interferes with teaching and learning. ● Argumentative and does not redirect to task ● Hand gestures ● Foul language directed toward staff/peer ● Damages teacher/classroom/school materials
Defiance	Student refusal to fulfill instructional and/or building norms ● Teacher/adult can redirect behavior ● Student behavior does not interfere with educational environment, but distracts from	Student refusal to fulfill instructional and/or building norms that interrupt class instruction and learning ● Insubordination ● Interference with educational environment ● Argumentative

	teaching and learning ● Refusal to wear face mask/covering	● Refusal to wear face mask/covering
Disruption	Student behavior causes a distraction to the learning environment, but class activity is able to continue. Examples: ● Making noises ● Talking and/or talking out of turn ● Not in seat at designated time	Student behavior causes an interruption in class or activity. Examples: ● Sustained loud talking or repeated talking out of turn ● Yelling or screaming ● Noise generated from classroom materials ● Roughhousing ● Sustained out-of-seat behavior
Physical Contact/Aggression	Student engages in non-serious, but inappropriate physical contact with a peer. ● Poking ● Tripping (intentional) ● Horseplay ● Bumping into another student ● Pushing	Actions involving serious physical contact where injury may occur and/or physical actions qualifying as sexual harassment. ● Hitting ● Shoving or pushing ● Striking with an object ● Kicking ● Hair pulling ● Scratching ● Slapping or tapping ● Spitting ● Fighting ● Touching of a sexual nature
Tardy	Student arrives at class after bell (or designated start time) less than fifteen minutes from the beginning of class. ● Occurs at minimum two times in one week in the same class ● Excludes first hour	Student arrives at class after bell (or designated start time) fifteen or more minutes late (not in first hour) ● Occurs at minimum two times in one week in the same class
Inappropriate Language	Student engages in foul language or innuendos inappropriate for school environment ● Negative talk about peer, staff, or self ● Name calling ● Non-directional, non-confrontational swearing - swearing in conversation	Verbal messages (written or spoken) that include swearing and/or name calling: ● Name calling with discriminatory language, behaviors or gestures ● Blatant swearing ● Offensive/harassing language ● Threatening language, gestures or behavior **Harassment/Bullying** Student delivers disrespectful messages (verbal/nonverbal or gestures) to another

		person that includes threats, intimidation, and/or unwarranted attention. **Disrespectful messages** include negative comments based on race, religion, gender, age, national origin, and/or sexual orientation. **Verbal attacks** based on ethnic origin, disabilities, or other personal matters. **Cyberbullying** during school hours or causing a distraction to the learning environment.
Dress Code Violation	Student is wearing clothing that is not within the parameters of the dress code, but is able to make a correction to be back in compliance. Dress code parameters: ● No obscene or vulgar words or images ● No hats, bandanas, or head coverings (with the exception of religious items) ● Shorts/skirts 5" from top of knee ● No bare midriffs ● Strapless, backless, spaghetti straps, tank or halter tops are not allowed unless covered by a sweater, shirt or jacket. ● No see through, low cut or revealing clothing is allowed. ● No bedroom slippers or pajamas	Student attire that is unable to be corrected, or is: ● Gang-related apparel ● Overly-suggestive or violent clothing
Technology Violation	Students at HPJH may not have PCD visible or in use at any time. Students at HPHS may not have PCD visible or in use during instructional times. They are strictly prohibited at all times in classrooms, restrooms and locker rooms. Student is in violation of district PCD policy (see policy for HPHS procedures).	Student uses technology to: ● Access inappropriate sites ● Facilitate cheating and/or plagiarism ● Engages in cyberbullying using district technology ● Threaten peers, staff, or jeopardize the security and daily functions of building.

REINFORCEMENT FOR STUDENT MISCONDUCT

Progressive discipline will be utilized based on severity and repetition of behaviors in conjunction with restorative practices as a consideration for all disciplinary decisions to reinforce desired behaviors.
Note: Any behavior that violates a Hazel Park city ordinance may result in a citation issued by a School Resource

Officer. Illegal behaviors are not limited to school discipline and may result in police involvement.				
LEVEL 1: Teacher-Managed Responses (Minors; see intervention responses)	**LEVEL 2:** At-School Reinforcement (Accumulation of Minors, Majors: After-School Detention, S.B.I. and Behavior Reflection Form)	**LEVEL 3:** Building Administration Responses - Temporary Removal of Student from School (Majors: OSS 1-5 Days) or CARE program	**LEVEL 4:** Building Administration Responses - Long-term Removal from School (Majors; OSS 6-10 Days) or CARE program	**LEVEL 5:** Building Principal Recommended Long-Term Exclusionary Responses (State-mandated Expulsions; Accumulation of Majors; Expulsion Recommendation)
Disrespect	Student indirectly uses inappropriate words or actions toward an adult or peer.			
	Major 1st Offense: Student uses inappropriate words or actions directed toward an adult or peer that interferes with teaching and learning.			
		Major 2nd Offense: Student uses inappropriate words or actions directed toward an adult or peer that interferes with teaching and learning.		
Defiance	Student refusal to fulfill instructional and/or building norms			
	Major 1st Offense: Student refusal to fulfill instructional and/or building norms that interrupt class instruction and learning.			
		Major 2nd Offense: Student refusal to fulfill instructional and/or building norms that interrupt class instruction and learning.		
Disruption	Student behavior causes a distraction to the learning environment, but class activity is able to continue. Examples: Making noises, talking and/or talking out of turn, not in seat at designated time.			
		Student behavior causes an interruption in class or activity, including: Sustained loud talking or repeated talking out of turn, yelling or screaming, noise generated from classroom materials, roughhousing, and/or sustained out-of-seat behavior.		

	LEVEL 1	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
Physical Contact/Aggression	Student engages in non-serious, but inappropriate physical contact with a peer, including: poking, tripping, (intentional), horseplay, bumping into another student, and/or pushing.				
		Actions involving serious physical contact where injury may occur, including: hitting, shoving/pushing, hitting with an object, kicking, hair pulling, scratching, spitting, and/or fighting; touching in a sexual manner/harassment.			
Tardy	Students enter class after the tardy bell and within five minutes of class starting up to three occurrences.				
		Tardiness in excess of five minutes will constitute an absence.			
Inappropriate Language	Students engage in foul language or innuendos inappropriate for school environment, including: negative talk about peers, staff, or oneself, name calling, non-confrontational/non-directional swearing - swearing in conversation.				
		Verbal messages (written or spoken) that include swearing, or name calling, including: blatant swearing, offensive/harassing language.			
			Harassment/bullying:Student delivers disrespectful messages (verbal/nonverbal or gestures) to another person that includes threats, intimidation, and/or unwarranted attention. Disrespectful messages include negative comments based on race, religion, gender, age, national origin, and/or sexual orientation. Verbal attacks based on ethnic origin, disabilities, or other personal matters. Cyberbullying during school hours or that causes a distraction to the learning environment.		

	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Dress Code Violation	Students are wearing clothing that is not within the parameters of the dress code, but is able to make a correction to be back in compliance. Dress code parameters: No obscene or vulgar words or images, no hats, bandanas, or head coverings (with the exception of religious items), shorts/skirts 5 inches above the knee, no bare midriffs, strapless, backless, spaghetti straps, tank or halter tops are not allowed unless covered by a sweater, shirt or jacket, no see through, low cut or revealing clothing, and/or no bedroom slippers or pajamas.				
Technology Violation	Student is in violation of district PCD policy (see policy for HPJH & HPHS procedures).				
		Students use technology to: Access inappropriate sites, facilitate cheating and/or plagiarism, engage in cyberbullying using district technology, and/or threaten peers, staff, or jeopardize the security and daily functions of building.			
Skip Class	Students leave class or school without permission or stay out of class or school without permission.				
Harassment		Harassment means any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal or physical conduct directed against a student or school employee that: (1) places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property, (2) has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or an employee's work performance; or (3) has the effect of substantially disrupting the orderly operation of a school.			

Bullying		Bullying is defined as unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation, or unreasonably interfere with the individual's school or work performance or participation.			
		Bullying can be physical, verbal, psychological, or a combination of all three. Some examples of bullying are: **PHYSICAL** - hitting, kicking, spitting, pushing, pulling; taking and/or damaging personal belongs or extorting money, blocking or impeding student movement, unwelcome physical contact: **VERBAL** - taunting, malicious teasing, insulting, name calling, making threats; **PSYCHOLOGICAL** - spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation. This may occur in a number of different ways, including but not limited to notes, emails, social media postings, and graffiti.			
	LEVEL 1	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
Fighting		Actions involving serious physical contact where injury may occur.			
Inappropriate Location/Out of Bounds Area	Students are in an area outside of an assigned area without authorization to be in that space in or on school property. Example: If a student has hall pass during a designated passing time and is not where they pass indicates; student is in a lunch period they are not assigned.				
Truancy	Students have accumulated their 20th unexcused absence (see Attendance section of Student Code of Conduct).				
Forgery, Theft, and/or Plagiarism		Student is in possession of, having passed on, or being responsible for removing someone else's property, has signed a person's name without that person's permission, or has submitted someone else's work claiming it to be their own.			
Property Damage/Vandalism		Students deliberately impairs the usefulness of property and/or participates in an activity that results in substantial destruction or disfigurement of property.			
Lying/Cheating	Students copy entire or sections of a classroom assignment and turn it in as their own work.				
		Students deliver messages that are untrue and/or deliberately violate rules outlined in Student Code of Conduct or HPJH/HPHS PBIS.			

Inappropriate Display of Affection		Students engage in public acts (signs, gestures, etc.) of affection that are offensive to commonly recognized standards of good taste.			
	LEVEL 1	**LEVEL 2**	**LEVEL 3**	**LEVEL 4**	**LEVEL 5**
Gang Affiliation Display or Activity		Gangs are defined as organized groups of students and/or adults who engage in activities that threaten the safety of the general populace, compromise the general community order, and/or interfere with the school district's education mission. Gang activity includes any of the following: Wearing or displaying any clothing, jewelry, colors, or insignia that intentionally identifies the student as a member of a gang, or otherwise symbolizes support of a gang using any word, phrase, written symbol, or gesture that intentionally identifies a student as a member of a gang, or otherwise symbolizes support of a gang, gathering of two or more persons for the purposes of engaging in activities or discussions promoting gangs, and/or recruiting student(s) for gangs.			
Threat/False Alarm		Threatening to set off an explosive device or other dangerous device on school premises, in a school-related vehicle, or a school-sponsored activity. Making a threat of danger that causes an evacuation of a building or event or possibly leading to the evacuation of a building.			
Possession of Combustibles and/ or Arson	Students are in possession of substances/objects readily capable of causing bodily harm and/or property damage (matches, lighters, firecrackers, gasoline, lighter fluid).				
					Deliberately burning or attempting to burn any property, whether owned by the school or others, on school premises, in a school-related vehicle, or at a school-sponsored activity or trip.
Use/Possession: Drugs, Alcohol		Having alcohol/drugs in use or in possession will include: all dangerous controlled substances as to designated and prohibited by Michigan statute, all alcoholic beverages, all chemicals which release toxic vapors, any prescription or patent drug, except those for which permission to use in school has been granted pursuant to BP, "look-alikes", performance-enhancing drugs as determined annually by the Department of Community Health, any other illegal substance so designated and prohibited by law.			

Use/Possession: Weapons		"Weapon" means any object which, in the manner in which it is used, in possession, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type whatsoever, including spring, air and gas-powered guns (whether loaded or unloaded) that will expel a BB, pellet, or paint balls, knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, and explosives or any other weapon described in 18 U.S.C 921.
Use/Possession: Tobacco/ Electronic Vapor		"Tobacco product" means a preparation of tobacco to be inhaled, chewed, or placed in a person's mouth. "Use of tobacco product" means any of the following: The carrying by a person of a lighted cigar, cigarette, pipe, or other lighted smoking device; the inhaling or chewing of a tobacco product; the placing of a tobacco product within a person's mouth; the smoking of electronic, "vapor", or other substitute forms of cigarettes, clove cigarettes or other lighted smoking devices for burning tobacco or any other substance.

Restorative Practices. Consistent with Michigan law and in every case, the School District will consider restorative practices as an addition or alternative to suspension or expulsion. Restorative practices are practices that emphasize repairing the harm of the victim and the School District community of a student's misconduct or other behavior. Restorative practices may be considered and implemented by a restorative practices team. The restorative practices team may be constituted and act in the manner described in Section 1310c(2) of the Revised School Code or in a different manner, depending on the circumstances as a whole.

Restorative practices should be the first consideration to remediate offenses such as interpersonal conflicts, bullying, verbal and physical conflicts, theft, damage to property, class disruption, and harassment, bullying, and cyberbullying.

Due Process Rights

The Board of Education recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

All students suspected of misconduct will go through due process.

To better ensure appropriate due-process is provided a student, the Board establishes the following guidelines:

- Students Subject to Short Term Suspension**:** Except when emergency removal is warranted, a student must be given oral or written notice of the charges against him/her and the opportunity to respond prior to the implementation of a suspension. When emergency removal has been implemented, notice and opportunity to respond shall occur as soon as reasonably possible. The principal or other designated administrator shall provide the opportunity to be heard and shall be responsible for making the suspension decision. See appeal process below.
    -
- Students Subject To Suspensions Of Greater Than 10 Days Or Expulsion Of 180 Days Or Less: Except in emergency situations, prior to the implementation of a suspension or expulsion a student must be

given oral or written notice of the charges against him or her, a summary of the evidence supporting the charges, and, if the student denies the charges, the opportunity to be heard and to respond to the charges. When such suspension or expulsion has occurred, notice and opportunity to respond shall occur as soon as reasonably possible. The building administrator shall provide the student an opportunity to be heard and shall be responsible for making the suspension decision.

- Students Subject To Permanent Expulsion Or Expulsion Greater Than 180 Days: Prior to the imposition of a permanent expulsion or an expulsion of greater than 180 days, a student and the student's parent or guardian must be given written notice of the intention to permanently expel or expel for more than 180 days, a summary of the evidence supporting the expulsion, and notice that the Superintendent or designee shall conduct a hearing to determine whether to accept the recommendation for expulsion. The student and the student's parent or guardian must also be provided a brief description of the student's rights and of the hearing procedure. The Superintendent shall establish guidelines in the Student Code of Conduct governing the procedure to be followed in the hearing to determine whether the expulsion shall be implemented.

BP Article IV Students: Section 8-Due Process

Appeal Procedures

A student may appeal a suspension greater than 10 days or an expulsion of 180 days or less to the Superintendent or designee. The Student Code of Conduct shall identify the process to be used for such appeals. The decision of the Superintendent or designee shall be final.

A student may appeal a permanent expulsion or an expulsion of greater than 180 days to the Board of Education in accordance with the following procedures:

A. Such expulsion may be appealed to the Board by the student or parent by filing with the Superintendent's office a written request for appeal within fifteen (15) school days after mailing of the notice of such expulsion. The Board shall hear the appeal within a reasonable time at a special meeting called for such purpose. If no such appeal is timely requested, the expulsion shall be deemed final.

B. Upon receipt of an appeal to the Board, the Superintendent shall provide the student or parent with a written notice that appeals to the Board shall be conducted in accordance with the rules and procedures described below.

C. The principal, Board attorney, and any other resource persons that the Board President deems appropriate may be present at the Board hearing. Only members of the Board shall have a vote in determining the appeal.

D. Pursuant to the Open Meetings Act, the hearing before the Board shall be closed to the public at the request of the student or parent(s).

E. Although a hearing to consider the appeal of a permanent expulsion or expulsion greater than 180 days is subject to due process and may have some similarities to a court proceeding, it is not conducted in a court of law and court rules are not applicable. The Board President or presiding officer shall determine any procedural questions that arise during the hearing.

F. At the hearing, the principal or other administrator shall first present to the Board the facts of the case and the basis for the discipline. Thereafter, the student (and/or the student's representative and parent(s)) may comment upon the facts as stated by the principal, and may present the basis of the appeal. Board members and other participants in the hearing may ask questions of witnesses.

G. The Board may:

1. set aside the expulsion and reinstate the student with or without any limiting conditions;
2. reduce the expulsion to a suspension or expulsion of 180 days or less with any conditions the Board deems advisable, or remand the matter to the Superintendent to impose a consequence less than permanent expulsion; or
3. affirm the expulsion.

H. The Board shall decide the appeal within a reasonable time. The Board Secretary shall promptly notify the appealing party of the Board's decision in writing. The Board's decision shall be final.

ARTICLE IV Students : Section 10 Appeal of Imposition of Discipline

<table>
<tr><th rowspan="2">OUT OF SCHOOL SUSPENSION</th><th colspan="2">ELEMENTARY SCHOOLS</th><th colspan="2">SECONDARY SCHOOLS</th></tr>
<tr><th>INITIAL DECISION MADE BY:</th><th>APPEAL RECEIVED BY:</th><th>INITIAL DECISION MADE BY:</th><th>APPEAL RECEIVED BY:</th></tr>
<tr><td>0-3 Days</td><td rowspan="4">Principal</td><td>No Appeal Granted</td><td>Any Building Administrator</td><td>No Appeal Granted</td></tr>
<tr><td>4-9 Days</td><td rowspan="2">Assistant Superintendent of Teaching & Learning</td><td>Assistant Principal or Dean of Students</td><td>Principal</td></tr>
<tr><td>4-9 Days</td><td>Principal</td><td>Assistant Superintendent of Teaching & Learning</td></tr>
<tr><td>10 or More Days</td><td>Superintendent of Schools</td><td>Any Building Administrator</td><td>Superintendent of Schools</td></tr>
</table>

Appeal Timeline

- All appeals are initiated through the administrator issuing the disciplinary action. This appeal must occur in writing (handwritten or communicated electronically) and submitted within 48 hours of disciplinary action being issued.
- The appeal will be sent to the next administrative level (see chart above). Parents and/or students will be contacted within 24 hours (one school day) to schedule a meeting to review the appeal of disciplinary action.
- The administrator receiving the appeal will make a decision on the appeal within 72 hours (three school days) and will provide notification at minimum by written communication.

Student Temporarily Removed From School

A school administrator may temporarily suspend or remove a student from school for the purposes of investigating an incident prior to imposing any discipline, where such temporary suspension/removal is deemed necessary to prevent

disruption to the educational program, avoid possible interferences or problems in the investigation defuse conflict situations protect the health or safety of the student or other students, or any other compelling reason. Absent unusual circumstances, a student will not be suspended/removed unless the student is reasonably suspected of being involved in the disciplinary incident being investigated. Such a suspension or removal shall not constitute discipline, although the incident which caused the investigation to occur may ultimately result in discipline. If the action warrants investigation which results in disciplinary action, the "days served" during the investigation may count toward an accumulation of days for the disciplinary action.

Student Attendance Required For Extra-Curricular Activities

Students are to attend school during the **total** school day in order to participate in extracurricular activities during the same day or evening. Should there be a situation whereby a student cannot attend school, who would normally receive a verified absence, the student will be allowed to participate in the activity with the approval of the Principal. A student with an unverified absence from school may not participate in the activity scheduled for that day.

Grievance Procedure (Non-Disciplinary Decisions)

A grievance is a charge by a student that there has been a violation, misinterpretation or inequitable application of an established school policy or regulation, or if the student feels he/she has been treated unfairly or been denied due process, not including disciplinary matters. The procedure dealing with appeals of disciplinary issues is outlined above.

Informal Grievance Procedure

The student is encouraged to discuss the concern informally with the staff member involved before a Student Appeal/Grievance Form is filed. The school counselor (high school only) can be of help in attempting to solve the grievance informally and will, if the student desires, accompany him/her to a conference with the staff member. It is the student's responsibility to initiate contact with their school counselor.

It is hoped that the great majority of grievances will be resolved in this manner. If the informal approach is not successful or not applicable to the situation, the student may initiate the following formal grievance procedure.

Formal Grievance Procedure

The student must obtain a standard Student Grievance Form from school administration, fill out all the information requested in the form and submit it to the principal within two school days of the incident.

Within three school days of the date of the filing, the principal shall call a meeting of the student and the staff member in order to resolve the matter as quickly as possible. The student may be accompanied by his/her parents and/or the school counselor at this meeting. The principal shall communicate his/her decision in writing to the student, his/her parents and the staff member on the Student Grievance Form within three school days of the meeting.

The student may appeal an adverse decision of a formal grievance to the superintendent or designee by filling out the Student Grievance Form and returning it to the principal within two school days of the principal's response. The principal will advise the superintendent that a request for an appeal has been received.

The superintendent or designee shall meet with the student, staff member, and principal within five school days of the request in order to resolve the matter. The student may be accompanied by his/her parents and/or school counselor.

The superintendent or designee shall communicate his/her decision to all participants on the Student Grievance Form within three school days of the meeting.

The decision of the School Board shall be final and binding upon all parties.

Search and Seizure

In order to maintain order, safety and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. “School authorities” includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left There by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The building principal may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students

School authorities may search a student and/or the student’s personal effects in the student’s possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or district’s student rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student’s age and sex, and the nature of the infraction.

School officials may require a student to cooperate in an investigation if there is specific information about activity on the student’s account on a social networking website that violates the school’s disciplinary rules or school district policy. In the course of the investigation, the student may be required to share the content that is reported in order for a school to make a factual determination.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the school or district’s policies or rules, evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, evidence may be transferred to law enforcement authorities.

BP ARTICLE IV Students: Section 15 Search and Seizure AG IV-15.Search and Seizure MCL 380.1306 MCL 380.1313

Responsible School Official. The Principal of each school building is primarily responsible for implementing this administrative regulation and its corresponding policy for the school to which the Principal is assigned.

Reporting. The Superintendent shall report to the Board of Education, on an annual basis, all verified incidents of bullying, and the resulting consequences that were imposed.

Definitions. The following definitions apply for purposes of this administrative regulation and its corresponding policy:

"Bullying" means any written, verbal, or physical act, or any electronic communication, including, but not limited to, cyberbullying, that is intended or that a reasonable person would know is likely to harm one or more School District students, either directly or indirectly, by doing any of the following:

(i) Substantially interfering with educational opportunities, benefits, or programs;

(ii) Adversely affecting a student's ability to participate in or benefit from educational programs or activities by placing a student in reasonable fear of physical harm or by causing substantial emotional distress;

(iii) Having an actual and substantial detrimental effect on a student's physical or mental health; or

(iv) Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

"At school" means in a classroom, anywhere else on school premises, on a school bus or other school- related vehicle, and at a school-sponsored activity or event, whether or not it is held on school premises.

"*At school*" includes the off-premises use of a telecommunications access device or telecommunications service provider if the device or service provider is owned by or under the control of the School District.

"Cyberbullying" means any electronic communication that is intended or that a reasonable person would know is likely to harm one or more students either directly or indirectly by doing any of the following:

(i) Substantially interfering with educational opportunities, benefits, or programs;

(ii) Adversely affecting a student's ability to participate in or benefit from educational programs or activities by placing a student in reasonable fear of physical harm or by causing substantial emotional distress;

(iii) Having an actual and substantial detrimental effect on a student's physical or mental health; or

(iv) Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Accountability: Each student in the School District is accountable for their own behavior, based on age- appropriate expectations. Respect for all students is part of a safe and healthy learning environment. Each student is expected to demonstrate respect through their interactions with the give-and-take of friendships, group cooperation, social interaction, compromise, and acceptance of differences among other students and staff.

Retaliation: Retaliation against a target of bullying, a witness, another person with reliable information about an act of

bullying or any person who reports, is thought to have reported, files a complaint, or otherwise participates in an investigation or inquiry concerning allegations of bullying is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of BP independent of whether a complaint is found to have been substantiated. Suspected reprisal or retaliation should be reported in the same manner as bullying.

Making intentionally false reports about bullying for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action.

Complaint Procedure: In order to implement the bullying policy, the School District has developed the following complaint procedure:

A student who believes they have been the victim of bullying or cyberbullying must immediately report the incident(s) to the building principal. A student's parent must also report any such incident(s) on behalf of the student. Upon receipt of a report (complaint), the principal or designee (the investigator) will conduct a prompt investigation. At the request or with the permission of the complainant, the investigator may first attempt to resolve the matter informally, such as through restorative practices. Informal steps will not, however, cause a substantial delay in the investigation. The complainant may, at any time, request that the matter move to a formal investigation. Where the bullying activity is alleged to have been based, in whole or in part, on the protected classifications of race, color, sex, national origin, or disability, the building principal will notify the School District's designated Compliance Officer or Coordinator pursuant to Board of Education Policy [insert BP number here].

Step 1: Formal Investigation. The investigator will interview the complainant and document the interview. Generally, the complainant will be asked to reduce the complaint to writing, to provide the names and contact information, if known, of any persons who witnessed and may be able to substantiate the allegations of the complaint, and to produce any documents or other things supporting the complaint. The complainant will be directed not to discuss the complaint with other students while the investigation is pending.

The investigator will interview the accused and document the interview. Generally, the accused will be asked to reduce their response to writing and to produce any documents or other things supporting their response. The investigator should not disclose the identity of the complainant unless this is necessary to enable the accused student to respond to the allegations. The accused will be directed not to contact the complainant, if the complainant’s identity is known or suspected, or retaliate or threaten to retaliate in any way against the complainant or any potential witnesses

In the event of a significant discrepancy between the complainant and the accused, the investigator will interview other persons reasonably necessary to resolve the discrepancy.

Step 2: Decision.

Complaint Found Valid. If the investigator concludes that the complaint is valid (i.e., bullying or cyberbullying in violation of School District policy has occurred), the following actions will be taken:

- The parent of both the complainant and the accused will be notified of the results of the investigation;
- The results of the investigation will be reported to the Superintendent;
- The Superintendent will consider whether restorative practices may be appropriate and, if so, invite the complainant and the accused to participate in a restorative practices team meeting;
- The Superintendent will consider whether disciplinary action may be appropriate and, if so, initiate disciplinary action in accordance with the Student Code of Conduct; and
- The Superintendent will determine whether relief to the complainant is feasible and available.

Complaint Found Not Valid. If the investigator concludes that the complaint is not valid (i.e., no bullying or cyberbullying in violation of School District policy has occurred or can be substantiated), the following actions will be taken:

- The parent of both the complainant and the accused will be notified of the results of the investigation;
- The complainant and the accused will be reminded the School District prohibits retaliation or threats of retaliatory action;
- The results of the investigation will be reported to the Superintendent; and

Any references to the complaint will be removed from the education records of the accused. The investigator will retain the investigative file for at least three (3) years.

ARTICLE IV Students: Section 13 Bullying

Bullying and Anti-Harassment

It is the policy of the District to provide a safe and nurturing educational environment for all of its students.

This policy protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

Bullying or other aggressive behavior toward a student, whether by other students, staff, or third parties, including Board members, parents, guests, contractors, vendors, and volunteers, is strictly prohibited. This prohibition includes written, physical, verbal, and psychological abuse, including hazing, gestures, comments, threats, or actions to a student, which cause or threaten to cause bodily harm, reasonable fear for personal safety or personal degradation.

Demonstration of appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior.

This policy applies to all "at school" activities in the District, including activities on school property, in a school vehicle, and those occurring off school property, if the student or employee is at any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school's control, or where an employee is engaged in school business. Misconduct occurring outside of school may also be disciplined if it interferes with the school environment.

Definitions

Bullying: Bullying rises to the level of unlawful harassment when one or more persons systematically and chronically inflicting physical hurt or psychological distress on one (1) or more students or employees and the bullying is based upon one (1) or more Protected Classes, that is, characteristics that are protected by Federal civil rights laws. It is defined as any unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by an adult or student, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational or work environment; cause discomfort or humiliation, or unreasonably interfere with the individual's school or work performance or participation.

Bullying can be physical, verbal, psychological, or a combination of all three. Some examples of bullying are:

- **PHYSICAL -** hitting, kicking, spitting, pushing, pulling; taking and/or damaging personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- **VERBAL -** taunting, malicious teasing, insulting, name calling, making threats.
- **PSYCHOLOGICAL -** spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation. This may occur in a number of different ways, including but not limited to notes, emails, social media postings, and graffiti.

Harassment: Harassment means any threatening, insulting, or dehumanizing gesture, use of technology, or written, verbal or physical conduct directed against a student or school employee that:

1. places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property;
2. has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or an employee's work performance; or
3. has the effect of substantially disrupting the orderly operation of a school.

Sexual Harassment: Pursuant to Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972, "sexual harassment" is defined as: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. Prohibited acts that constitute sexual harassment may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to: unwelcome sexual propositions, invitations, solicitations, and flirtations; unwanted physical and/or sexual contact; unwelcome verbal expressions of a sexual nature; the unwelcome use of sexually degrading language, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene phone calls; remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history; verbal or non-verbal physical aggression, intimidation, or hostility based on sex or sex-stereotyping that does not involve conduct of a sexual nature.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Sex-based or gender-based conduct must be sufficiently severe, pervasive, and persistent such that it adversely affects, limits, or denies an individual's employment or education, or such that it creates a hostile or abusive employment or educational environment, or such that it is intended to, or has the effect of, denying or limiting a student's ability to participate in or benefit from the educational program or activities.

ARTICLE IV Students: Section 12 Student Discrimination and Harassment
AG IV-12: Student Discrimination and Harassment

Definitions of Discipline

Administrative Intervention. Disciplinary action which does not result in an out-of-school suspension and which includes, but is not limited to, restorative practices. Administrative intervention may include the removal of a student from a class period, in-school suspension, a reprimand, restitution, detention and/or work assignment before or after school, additional classroom assignments, and revocation of the privilege of attending after school functions and activities, events, etc.

Snap Suspension. If, during a class, subject, or activity, a teacher has good reason to believe: a student has engaged in conduct which unquestionably interferes with the education of that student or other students, or a student has engaged in

conduct which poses a clear and present danger to that student or other students, the teacher may suspend the student from that class, subject, or activity for up to one full school day.

Suspension. Exclusion of a student from school for fewer than 60 school days or exclusion from school which will terminate upon the fulfillment of a specific set of conditions.

Expulsion. Exclusion of the student from the School District for 60 school days or more or permanent exclusion.

Prohibited Acts

Unless otherwise specified, the penalties for all prohibited acts range from administrative intervention to permanent expulsion, depending on a number of factors, including: the severity of the conduct; the impact of the conduct on the school and surrounding community; applicable Board of Education policies; and state and federal laws.

1. Alcohol, Marijuana, and Chemical Substances

    a. A student shall not manufacture, sell, handle, possess, use, deliver, transmit, or be under any degree of influence (legal intoxication not required) of any alcoholic beverages, marijuana, or other intoxicant of any kind. A student shall not inhale glue, aerosol paint, lighter fluid, reproduction fluid, or other chemical substance for the purpose of becoming intoxicated or under the influence (legal intoxication not required).

2. Arson

    a. A student shall not burn or attempt to burn any tangible property or intentionally set a fire on school property or cause or attempt to cause an explosion on school property. This section is supplemental to and does not limit or supersede paragraphs 3, 12, 22, and 36.

    b. Arson Prohibited by Law

    c. A student shall not commit an act of arson, prohibited by MCL 750.71 through MCL 750.80. This section is supplemental to and does not limit or supersede paragraphs 2, 12, 22, and 36.

3. Bullying and Hazing

    a. Students are prohibited from engaging in conduct, whether written, verbal, or physical, that unreasonably interferes with another's participation in or enjoyment at school or school-related activities, such as bullying or hazing. The Board of Education has adopted a policy on bullying as a part of Policy [insert BP number here]. A corresponding administrative regulation [insert administrative regulation number here] has been developed to implement the policy.

    b. “Hazing,” for the purpose of this Student Code of Conduct, means initiating another student into any grade, school, or school-related activity by any means or methods that may cause physical or emotional pain, embarrassment, or discomfort.

4. Coercion, Extortion, and Blackmail

    a. A student shall not commit or attempt to commit coercion, extortion, or blackmail. A student shall not engage in the act of securing or attempting to secure money or other items of value by the use of threats and/or violence, nor shall a student, by threats and/or violence, force another person to perform an unwilling act.

5. Copyrighted Material

    a. A student shall not unlawfully duplicate, reproduce, retain, or use copyrighted material.

6. Criminal Acts

    a. A student shall not commit or participate in any conduct or act defined as a crime by federal or state law or local ordinance.

7. Criminal Sexual Conduct

    a. Description. A student shall not commit criminal sexual conduct, as defined by MCL 750.520b-e and g.

    b. Penalty. Administrative intervention to permanent expulsion, in accordance with MCL380.1311. This section is supplemental to, and does not limit, paragraphs 9, 10, 14, 24, 25, and 35.

8. Discriminatory Harassment

    a. A student shall not engage in unwelcome sexual advances or requests for sexual favors or unwelcomed sexual touching. A student shall not engage in other verbal or physical conduct relating to a person's sex, race, color, national origin, religion, height, weight, marital status, or handicap or disability (e.g., sexual or racial comments, threats, or insults, etc.).

9. Disruption of School

    a. A student shall not, by any type of conduct (violence, force, noise, coercion, threat, intimidation, fear, passive resistance, etc.), cause the disruption or obstruction of any function of the school, nor shall the student engage in any such conduct if such disruption or obstruction is reasonably likely to result. Neither shall a student urge other students to engage in such conduct for the purpose of causing such disruption or obstruction.
    b.
    c. While the following acts are not intended to be exclusive, they illustrate the kinds of offenses encompassed within this rule. It should be understood that any conduct which causes disruption, is likely to result in disruption, or interferes with the educational process, is forbidden.
    d.
    e. Occupying any school building, school grounds, or a part thereof, without the permission of a school building staff member, which deprives others of its use;
        - Blocking normal pedestrian or vehicle traffic, the entrances or exits of any school building or corridor or room, without the permission of the building principal;
        - Preventing, attempting to prevent, or interfering with the convening or continued functioning of any class, activity, meeting, or assembly;
        - Instigating or participating in a disturbance, or causing a disturbance, which interrupts the educational opportunities of others or threatens the general health, safety, and welfare of others on school property or at a school sponsored activity.

10. Damage of Property or Theft/Possession

    a. A student shall not intentionally cause or attempt to cause damage to school property or the property of another person, or steal, attempt to steal, or knowingly be in the unauthorized possession of school property or the property of another person.

11. Dangerous Weapons

12. A student shall not possess a dangerous weapon in a weapon free school zone, including brass knuckles or a dagger, dirk, firearm, iron bar, knife with a blade over 3 inches in length, pocket knife opened by a mechanical device, or stiletto. *This section is supplemental to, and does not limit or supersede, paragraph 36.*

13. Dress

    a. A student shall not dress or groom in a manner, which in the judgment of a building administrator, is unsafe to the student or others, disruptive to the educational process, or contrary to the school's mission.

14. Drugs, Narcotic Drugs, and Counterfeit Substances

    a. A student shall not manufacture, sell, possess, use, deliver, transfer, or be under the influence (legal intoxication not required) of any drug, narcotic drug, hallucinogen, stimulant, depressant, controlled substance, counterfeit substance, or a controlled substance analogue intended for human consumption.

    b. A student shall not sell, deliver, or transfer, or attempt to sell, deliver, or transfer any prescription or non-prescription drug, medicine, vitamin, or chemical substance (e.g., pain relievers, stimulants, diet pills, pep pills, No-Doze pills, cough medicines, laxatives, stomach or digestive remedies, etc.), nor shall a student use or possess these substances for an improper purpose.

    c. A student shall not sell or represent a legal substance as an illegal or controlled substance or sell, manufacture, possess, use, deliver, or transfer "designer" drugs.

15. Electronic Communication Devices and Laser Pointers

    a. Districtwide, students are prohibited from using or possessing active (i.e., turned on) electronic communication devices in restrooms, locker rooms, offices, and other locations where students and staff have a reasonable expectation of privacy. Separately, all students are prohibited from possessing or using laser pointers on school premises and at school-related activities without the express permission of school administration.

        i. High School. Students are expected to use good judgment when using or possessing active electronic communication devices in hallways during passing time, in the parking lot, cafeteria during lunch, and extracurricular activities. Students may not use or possess active electronic communication devices without explicit staff permission in class or on buses.

        ii. Middle and Elementary School. Students may not use or possess active electronic communication devices without staff permission.

16. Failure to Comply with Directions of School Personnel

    a. A student shall not be insubordinate or fail to comply with instructions and directions of School District employees (including substitute and student teachers), volunteers, or persons acting as a chaperone or in a supervisory capacity.

17. Failure to Cooperate

    a. A student shall not refuse to cooperate with School District administrators and/or teaching staff investigating a possible violation of this Student Code of Conduct, other codes of conduct, and/or

building rules. No student shall make false statements or give false evidence to School District administrators and/or teaching staff. A student shall not refuse to testify or otherwise cooperate with School District personnel in any disciplinary proceeding.

18. False Alarms

    a. A student shall not knowingly cause a false fire alarm, or make a false fire, bomb, or catastrophe report.

19. False Allegations

    a. A student shall not libel or slander, or make false allegations against another student, School District employee (including substitute and student teachers), Board of Education members, or volunteers.

20. Falsification of Records

    a. A student shall not use the name of another person or falsify times, dates, grades, addresses, or other data on School District forms or records. A student shall not provide false, misleading, or inaccurate statements or information on School District forms or records.

21. Fighting, Assault, and Battery

    a. A student shall not physically assault, or cause, behave in such a way to cause, or threaten to cause physical injury to another person.

22. Fireworks, Explosives, and Chemical Substances

    a. A student shall not possess, handle, or transmit any substance or prepared chemical that can explode, is capable of inflicting bodily injury, or is reasonably likely to cause physical discomfort to another person.

23. Gang Insignia/Activity

    a. A student shall not wear or possess any clothing, jewelry, symbol, or other object that may reasonably be perceived by any student, teacher, or administrator as evidence of membership in or affiliation with any gang. A student shall not commit any act, verbal or non-verbal (gesture, handshakes, etc.), that may reasonably be perceived by a teacher or administrator as evidence of membership in or affiliation with any gang. A student shall not commit any act, verbal or non-verbal, in furtherance of the interests of any gang or gang activity, including, but not limited to: a) soliciting others for membership in any gang or gang related activity, b) requesting any person to pay protection or otherwise intimidating or threatening any person, c) committing any other illegal act or violation of School District rules or policies, or d) inciting other students to act with physical violence on any person. The term "gang" means a group of two or more persons whose purpose or activities include the commission of illegal acts or violations of this Code of Conduct, School District rules or policies, or whose purpose or activities cause disruption or is likely to cause disruption to the educational process.

24. Improper Communications

    a. A student shall not make threatening, annoying, nuisance, vulgar, and/or obscene communications, verbally, in writing, or by gestures, to School District employees (including substitutes and student teachers), Board of Education members, chaperones, volunteers, or visitors to the school building. The

prohibition against such communications shall apply whether the communications are made in a school building or on school premises or outside of a school building or off school premises, and regardless of whether such communications are made during, before, or after school hours or during times when school is not in session.

25. Indecency

    a. A student shall not engage in conduct that is contrary to commonly recognized standards of decency and behavior, which includes obscenity, indecent exposure, or the use of language in verbal or written form, or in pictures, or in caricatures or gestures, which are offensive to the general standards of propriety.

26. Lookalike Weapons

    a. A student shall not possess, handle, or transmit any object or instrument that is a "look-a-like" weapon or instrument (e.g., starter pistol, rubber knife, toy gun, etc.).

27. Misconduct Prior to Enrollment

    a. An otherwise eligible resident may be suspended or expelled for an act of misconduct committed while the student was: (a) a resident of another district; (b) enrolled in another school; (c) outside of school hours; or (d) off school premises if the misconduct would have constituted a sufficient basis for suspension or expulsion had it occurred while the student was enrolled in the School District.

28. Personal Protection Devices

    a. A student shall not possess, handle, or transmit a personal protection device (e.g. pepper gas, mace, stun gun, electric shock device, etc.) capable of inflicting bodily injury or causing physical discomfort to another person.

29. Recording

    a. A student shall not use any device, electronic or otherwise, to capture, record, or transmit sounds or words (i.e., audio) or images (i.e., photographs or videos) of any person while at school or school- related events, unless the student is given express consent by that person.

30. Trespassing, Loitering

    a. A student shall not be on school property or in a school building except to participate in the educational process of the School District, nor shall a student loiter in building hallways, classrooms, bathrooms, etc.

31. Scholastic Dishonesty

32. A student shall not engage in academic cheating. Cheating includes, but is not limited to: the actual giving or receiving of any unauthorized aid or assistance or the actual giving or receiving of unfair advantage on any form of academic work. A student shall not engage in plagiarism, which includes the copying of language, structures, ideas, and/or thoughts of another and represent it as the student's own original work.

33. Smoking/Tobacco

a. A student shall not smoke, chew, or otherwise use tobacco. A student shall not, while on school property, have in the student's possession or under the student's control, tobacco in any form. This includes electronic cigarettes, vaporizers, or any other device that simulates smoking any type of product, regardless whether they are manufactured, distributed, marketed, or sold under any product name or descriptor.

34. Suspended Student on School Property or Attending School Activities

    a. A student, while suspended, shall not enter onto School District property without the prior permission of a building administrator.

    b. A student, while suspended, shall not participate in, or attend any school related activity, function, or event, held on or off school property, without the prior permission of a building administrator.

35. Violation of Acceptable Use Policy

    a. A student shall not violate or attempt to violate School District policies, administrative regulations, and directives concerning School District or personal computers, networks, and telephone systems. Violation of any of the rules and responsibilities may result in a loss of access privileges/technology privileges/computer usage and may result in other disciplinary or legal actions including restitution.

36. Violations of Building's Rules and Regulations

    a. A student shall not commit or participate in any conduct or act prohibited by a school building's rules and regulations.

37. Weapons and Dangerous Instruments

    a. A student shall not possess, handle or transmit a knife with a blade length of three (3) inches or less, airsoft gun, blackjack, baton, martial arts device, paintball or splat gun, or other object or instrument that can be considered a weapon or is capable of inflicting bodily injury.

Additional Definitions: The following definitions are provided for guidance only. If a student or other individual believes there has been bullying, hazing, harassment or other aggressive behavior, regardless of whether it fits a particular definition, s/he should report it immediately and allow the administration to determine the appropriate course of action.

- "Aggressive behavior" is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. Such behavior includes, for example, bullying, hazing, stalking, intimidation, menacing, coercion, name-calling, taunting, making threats, and hitting/pushing/shoving.
- "At School" is defined as in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. It also includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if either owned by or under the control of the District.
- "Harassment" includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature, often on the basis of age, race, religion, color, national origin, marital status or disability, but may also include sexual orientation, physical characteristics (e.g., height,

weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.).

- "Intimidation/Menacing" includes, but is not limited to, any threat or act intended to: place a person in fear of physical injury or offensive physical contact; to substantially damage or interfere with a person's property; or to intentionally interfere with or block a person's movement without good reason.
- "Staff" includes all school employees and Board members.

- "Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district or intra-district athletic competitions or other school events.

How to Report Bullying and Harassment:

1. **First** - Report all incidents to an adult in the school district. Adults will respond immediately and with compassion. Reporters will complete our form for reporting bullying/harassment: *"Report Form for Bullying and School Violence"* or students/parents may submit a bullying report at Okay-2-Say and/or the Anti-bullying Reporting link on the District's web page and/or the Anti-bullying boxes posted in all schools.
2. **Second** - Staff will provide the building administrator(s) with bullying/harassment reporting form to begin an investigation into the reported incident(s) of bullying/harassment.
3. **Third** - Building administrators and staff will intervene immediately to reports of bullying/harassment. Staff will contact building security and/or law enforcement if the incident involves a weapon or other illegal activity.

Attendance

Hazel Park Schools recognize the importance of daily and punctual attendance. Students with regular class and school attendance benefit from the life and career preparations, the exposure to diversity, and discourse contained within the school environment. As such, students demonstrating exceptional attendance and those with attendance difficulties must be identified, acknowledged, and supported.

We believe school attendance is a collective responsibility for all of us. Between our students' support system at home, their teachers at school, counselors, principals, and the Superintendent and Board of Education we all have a role in supporting our students' attendance.

Roles and Responsibilities

As a **parent/guardian**, you are expected to:

- Communicate all absences with the school before, on the day of, or within 24 hours of absence.
- Where requested, provide documentation of a student's absence with your student's school.
- Ensure any barrier with getting to school is communicated in order for school to understand, support, and assist, if possible.

A **professional staff member's** responsibility must include, but not be limited to:

- Providing meaningful learning experiences every day; therefore, a student who is absent from any given class period would be missing a significant component of the course.
- Speaking frequently of the importance of students being in class, on time, ready to participate.
- Keeping accurate attendance records (excused vs. unexcused).
- Requiring students to make up missed quizzes, tests, and other pertinent assignments before or after the regular school day and not permitting students to use instructional time to do make-up work.

A **principal's** responsibility must include, but not limited to:

- Ensuring accurate attendance records are maintained on a weekly, monthly, and by grade period basis.
- Identify the appropriate staff member(s) to communicate attendance concerns with students and their parents/guardians.
- Acknowledge students with exemplary attendance.
- Seek to understand from families if attendance concerns arise, what can be done from a school's perspective to resolve attendance concerns.
- Communicate the importance of daily attendance to students, staff, parents/guardians, and our community.
- Ensure the conditions exist where students engage in meaningful learning opportunities with support for academic and non-academic needs.

Truancy: Regular attendance in virtual school is determined by assignment completion. Since students have flexibility to choose the time to begin work each day, take their course work to remote locations, and determine the days of the week to complete assignments Hazel Park Schools have zero tolerance for truancy. Parents and guardians have the legal responsibility to ensure that their students are fully participating in virtual school by monitoring their progress. Check for assignment and assessment completion. Monitor the time spent each day on course work. Participate in monthly calls between the student and teacher. Provide transportation to all state and district testing. Submit doctor's notes or Family Leave Forms for extended absences. Monitor for academic integrity. Attend all workshops, orientations, Live Lessons, and grade-level meetings.

Reinforcement

1. Individual schools may have celebrations based on attendance goals.

Students With Attendance Concerns

1. Will be placed on attendance contracts and be offered support from school to remove barriers for regular attendance. The contract may include incentives for improved attendance agreed upon by the school, student, and the parent/guardian.
2. May encourage "Make-up" time (see outline below).
3. May not participate in extracurricular activities until attendance has been improved for a grade period (see reinforcement in Student-Athlete Code of Conduct).
4. May lose grade credit in class.
5. May appeal attendance concerns within two weeks of the semester ending.

MANDATED TRUANCY COMMUNICATION TO PARENT/GUARDIAN

- **5** unexcused: phone call to parent/guardian and a follow-up letter
- **10** unexcused: letter sent home to parent/guardian & copied to student's file
- **15** unexcused: team meeting with teacher(s), social worker and Administrator, with follow-up letter home and copied to student's file.
- **20** unexcused: referral to Oakland County truancy program, a letter sent to the home and copied to student's file.

MAKE-UP OPPORTUNITIES

A student may make-up units of work with a properly certificated teacher if prior approval has been granted by the principal.

Students will be given the opportunity for making up work missed due to excused and/or unexcused absence(s) and days missed due to Out of School Suspension. The length of time for completion of make-up work shall be commensurate with the length of the absence.

Tests missed during the period of suspension may be made up by the students by contacting the teacher on the day of his/her return to school. The teacher, at his/her convenience, may administer the test or assign alternate written work in lieu of the test missed. Students are encouraged to contact his/her teacher to obtain make-up work to be completed and utilize the after school homework and tutoring program.

TARDY

ROLES AND RESPONSIBILITIES

A **professional staff member's** responsibility must include, but are not limited to:

1. Have a presence in the hallway before and after school and between classes, greeting and interacting with students.
2. Make a one minute announcement reminder before the beginning of class.
3. Plan student engagement in class from the start of the class period until the end.

4. Discuss the importance of attendance at their class and integrate this expectation into their classroom norms.
5. Only issue hall passes after first and before the last ten minutes of classes.
6. Reinforce the expectation of on-time arrival to class through fostering positive teacher-student relationships and problem solving with student and parent if on-time arrival becomes an issue.
7. Seek to understand student issues interfering with on-time arrival to class and leverage support systems as needed.
8. Maintain accurate attendance records (tardy arrival times).

A **principal's** responsibility must include, but are not limited to:

1. Have a hallway presence before and after school and between classes, greeting and interacting with students and staff.
2. Make a one minute announcement reminder before the beginning of class.
3. Support teachers in developing student engagement from the beginning to the end of each class period.
4. Conduct sixth tardy meetings (see below).
5. Communicate and facilitate Make-up Time sessions.
6. Staff and facilitate After School Detention sessions.
7. Seek to understand student issues interfering with on-time arrival to class and leverage support systems as needed.
8. Ensure building-wide responsibility is integrated with the PBIS system.
9. Acknowledge students with exemplary or improved arrival to class(es).

The **PBIS School Leadership Team's** responsibility must include, but is not limited to:

1. Develop daily announcements reinforcing the message about on-time arrival to class.
2. Set building-wide goals for student tardiness.
3. Assist with monitoring improvement in tardies.
4. Identify building-wide rewards and acknowledgement for meeting (or exceeding) tardy goal(s).

TARDY (number of tardies within Semester)	**SCHOOL RESPONSE**
3	Teacher managed, including documentation. ● Tardy 1: Teacher reminder of expectation ● Tardy 2: Teacher warning to student with 1:1 conversation ● Tardy 3: Teacher reinforcement for tardy ***NOTE:*** A student arriving over fifteen minutes late to class must first be talked with by a teacher individually and if needed on first occurrence, an Office Referral may be written to the Attendance Administrator.
6	● Tardy 4: Student meeting with counselor: ○ Consider adult to student mentor, peer to peer mentor, or introduce student to school engagement opportunities. ○ After School Detention.

	● Tardy 5: ○ Referral to Attendance Administrator or Second After School Detention ● Tardy 6: ○ Administrator referral with review of previous actions and opportunity for Make-up Time Session ○ Attendance Contract Generated ○ Loss of student privileges, including attendance at extracurricular activities. ○ Unless Make-up Time is fulfilled, students will receive ***one unexcused absence.***

ENTERING THE BUILDING AFTER THE START OF THE SCHOOL DAY

- Students entering the building must do so at the Main Front Entrance
- Students will be issued a Hall Pass and have five minutes to get to their assigned class before the tardy policy is implemented.

Definitions - Format Updated

- **Absence:** The non-presence of a student in the assigned location any time beyond the tardiness limit.
    - Elementary
        - Arriving after 10 AM
        - Leaving anytime before 2 PM
    - Secondary
        - Missing entire class period
- **Excused Absence:** The absence of a student from a class period shall be excused if it is verified as having the consent of his/her parent or guardian, counselor, teacher or administrator. In accordance with the Hazel Park Board of Education Attendance Policy the absences listed below are considered excused. All of these must have support documentation with the exception of illness for 5 days.
    - Illness (with calls from parents) Allowed 5 days per year
    - Illness in the family.
    - Quarantine of the Home (limited to the length of the quarantine as fixed by the proper health officials)
    - Death of a relative
    - Professional appointments; medical, dental, legal, and other necessary appointments. (with a signed statement from the doctor)
    - Observance of Religious holidays
    - Absences otherwise approved by Superintendent, i.e. district activity, field trip, once in a lifetime experience

- **Unexcused Absence:** The absence of a student for which no written excuse has been approved.

- **Suspension:** The exclusion of a student by an administrator from a class or classes for a specific duration shall constitute a suspension. All suspensions are considered excused absences.

- T**ardy:** The failure of a student to be inside the assigned classroom when the bell rings or at the designated start time is regarded as tardy for the class period.

Internet and Technology

All use of electronic network use must be consistent with the school's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. **The failure of any user to follow these rules will result in the loss of privileges, disciplinary action, and/or appropriate legal action.**

Acceptable Use

Access to the electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use.

Privileges

The use of the electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The Technology Director along with the Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. His or her decision is final.

Unacceptable Use

The user is responsible for his or her actions and activities involving the network. Some examples of unacceptable uses are:

- Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any State or federal law;
- Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused;
- Downloading of copyrighted material for other than personal use;
- Using the network for private financial or commercial gain;
- Wastefully using resources, such as file space;
- Hacking or gaining unauthorized access to files, resources, or entities;
- Invading the privacy of individuals, that includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature including a photograph;
- Using another user's account or password;
- Posting material authored or created by another without his/her consent; Posting anonymous messages;
- Using the network for commercial or private advertising;
- Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and
- Using the network while access privileges are suspended or revoked.
- Cyberbullying

Network Etiquette

The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- Be polite. Do not become abusive in messages to others.
- Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.

- Do not reveal personal information, including the addresses or telephone numbers, of students or colleagues.
- Recognize that email is not private. People who manage the system have access to all email. Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not use the network in any way that would disrupt its use by other users.
- Consider all communications and information accessible via the network to be private property of Hazel Park School District.

No Warranties

The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

Indemnification

The user agrees to indemnify the School District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Security

Network security is a high priority. If the user can identify a security problem on the Internet, the user must notify the Director of Technology or Building Principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the Internet as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the network.

Vandalism

Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

Telephone Charges

The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Copyright Web Publishing Rules

Copyright law and District policy prohibit the re-publishing of text or graphics found on the web or on District websites or file servers without explicit written permission.

- For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.

- Students engaged in producing web pages must provide library media specialists with email or hard copy permissions before the web pages are published. Printed evidence of the status of "public domain" documents must be provided.
- The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.

Use of Email

The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the School District. The School District provides email to aid students as an education tool.

- The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account that is not their own is strictly prohibited.
- Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum.
- Electronic messages transmitted via the School District's Internet gateway carry with them an identification of the user's Internet *domain*. This domain is a registered name and identifies the author as being with the School District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the School District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients.
- Any message received from an unknown sender via the Internet should either be immediately deleted or forwarded to the technology department. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted.
- Use of the School District's email system constitutes consent to these regulations.

Use of Electronic Devices- State Testing and Other Assessments - STUDENTS

Students are not permitted to use, wear, or access any personal, non-testing electronic devices during testing or while on a break when in an active testing session. These electronic devices include but are not limited to smartphones, cell phones, smartwatches, Bluetooth headphones, headphones that allow access to voice assistant technology, and computers and/or tablets not being actively used for testing purposes.

Administration staff are to practice due diligence in actively monitoring students in the testing room and on breaks to ensure that electronic devices are not accessed. If a student brings an additional electronic device into the testing room, the test administrator must follow the district/building level electronic device procedures to ensure the electronic device is stored appropriately and is not accessible to the student during testing.

The testing environment is not to be disturbed by any electronic devices not used for testing or test administration. If an additional electronic device is medically necessary for a testing student, the device must be left with the test administrator, or the test must be administered to the student in a one test administrator-to-one student setting, and the student must be actively monitored at all times while testing.

Hazel Park Electronic Device Usage Guidelines (Click title)

- Students are not allowed to access the device used for testing for any other purpose than to complete the test during the test session.
- A student may not access any additional websites or applications during testing, or for any other purpose after testing, while in the testing room.
- Staff is to ensure that all testing devices are configured properly and that all background applications are disabled before testing begins.
- No pictures or videos may be taken during testing.

Use of Electronic Devices- State Testing and Other Assessments - STUDENTS

Students are not permitted to use, wear, or access any personal, non-testing electronic devices during testing or while on a break when in an active testing session. These electronic devices include but are not limited to smartphones, cell phones, smartwatches, Bluetooth headphones, headphones that allow access to voice assistant technology, and computers and/or tablets not being actively used for testing purposes.

Administration staff are to practice due diligence in actively monitoring students in the testing room and on breaks to ensure that electronic devices are not accessed. If a student brings an additional electronic device into the testing room, the test administrator must follow the district/building level electronic device procedures to ensure the electronic device is stored appropriately and is not accessible to the student during testing.

The testing environment is not to be disturbed by any electronic devices not used for testing or test administration. If an additional electronic device is medically necessary for a testing student, the device must be left with the test administrator, or the test must be administered to the student in a one test administrator-to-one student setting, and the student must be actively monitored at all times while testing.

Hazel Park Electronic Device Usage Guidelines (Click title)

- Students are not allowed to access the device used for testing for any other purpose than to complete the test during the test session.
- A student may not access any additional websites or applications during testing, or for any other purpose after testing, while in the testing room.
- Staff is to ensure that all testing devices are configured properly and that all background applications are disabled before testing begins.
- No pictures or videos may be taken during testing.

Prohibited Practices - Students

- If a student has a cell phone or other non-test electronic device out at any point during a test session, that student's test has been compromised and is to be invalidated due to prohibited behavior, even if the student did not use the cell phone or device.
- Students are not allowed to wear or access "wearable" technology (such as smartwatches, fitness trackers, Bluetooth headphones) during testing. If a student is wearing such a device during testing, that student's test must be invalidated because the student has access to the device regardless of whether it was used or not.
- Even if a student has exited or submitted their test, they cannot use cell phones or other electronic devices in the testing room. If the student has exited/submitted the test and then accesses a cell phone/electronic device (including wearable technology), this constitutes prohibited behavior and the student's test will be invalidated.

Use of Electronic Devices- State Testing and Other Assessments - Test Administrators, Test Monitors, and Staff

- Test Administrators and Test Monitors must be focused on active monitoring throughout test administration. During testing, staff may only use an appropriately configured device (for example, an iPad or Chromebook) for monitoring the WIDA, MI-Access FI, or M-STEP assessments, and these devices should be used for no other purpose, during testing.
- A Test Administrator shall not disturb the testing environment through texting, speaking, or other cell phone/wearable technology/electronic device use, except in the event of an emergency (for example, sick student(s) in the room, technical issues). Test content can never be photographed or communicated; this includes when a Test Administrator or Test Monitor needs to alert others of an issue or incident.

- Test Administrators and Test Monitors are not to use their cell phones, wearable technology, or other devices to check email or perform other work during testing. All such electronic devices are to be silenced to reduce disruptions.

    - Staff who go between rooms or help troubleshoot technical issues during testing, may also use their cell phones to contact the service provider's help desk; however, if possible, they should step out of the testing room to make calls, to minimize disruptions.

- If a test administrator or other staff in the testing room accesses an additional electronic device, this will result in a misadministration for the entire testing session and invalidation of the students' tests, in addition to any other actions the Michigan Department of Education (MDE) deems necessary.

- Photography/communication of test content will result in a misadministration for the entire testing session and invalidation of the students' tests, in addition to any other actions MDE deems necessary.

Communication Plan and Staff Training

The school/district will share this process with the staff, students and families through the use of our mass communication system, digital newsletter, and the district website. This information will be added to the Student Code of Conduct Handbook and to the Acceptable Use Agreement. The guidelines and expectations will be reviewed in detail with all school staff. Additionally, all staff will participate in required training, as outlined in the State of Michigan's Assessment Integrity Guide, and certify their completion of training by signing the Security Compliance Form.

Monitoring Plan

The test administrator and/or test monitor will remain in the testing site for the duration of the testing and will monitor student use of electronic devices. Enforcement of the expectations and/or prohibited practices will be monitored by building administrators, and the building/district assessment coordinators.

Incident Reporting

If a violation occurs, by a student or staff member, the test administrator/test coordinator will immediately notify the building principal who will notify the district assessment coordinator. The incident will be fully investigated followed by the submission of an incident report to OEAA through the secure website. The district assessment coordinator will communicate required actions to the building principal and building test coordinator, and monitor completion of the required actions.

Violation of Acceptable Use of Technology During Testing - Students

All Hazel Park School district students sign a Student Technology Use Agreement, which has been updated to include new language as provided by OEAA. Students violating the procedures and expectations may be subject to discipline as outlined in the student handbook.

Violation of Acceptable Use of Technology During Testing - Staff

All staff who are responsible for testing will complete required training and certify their completion through the testing portal. If this is not done, disciplinary action will be taken within the parameters of their collective bargaining agreement.

Resources

- 2022-23 OEAA Electronic Device Use Policy for statewide testing
- 2022-2023 Assessment Integrity Guide

MCL 380.1310b AG VII-14. Acceptable Use Policy: Technology and Internet Safety

~~***Implementation Comment:*** *While this handbook language is generally appropriate, please be aware that changes in the federal Children's Internet Protection Act ("CIPA") required school districts to update their Internet safety policies by July 1, 2012. School officials should check BP for updated language and corresponding acceptable use agreements to ensure that handbook language is consistent with newly-adopted policy and agreements that comply with the law, including: (1) assurance that the District will use technology protection measures to block access to material that is obscene, that constitutes child pornography, or that is "harmful to minors"; and (2) assurance that the District will monitor minors' online activities. The policy must also address: (1) minors' access to "inappropriate" matter on the Internet; (2) the safety and security of minors when using e-mail, chat rooms, and other forms of direct electronic communications; (3) unauthorized access, including "hacking" and other unlawful activities by minors online; (4) unauthorized disclosure, use, and dissemination of personal information regarding minors; and (5) measures restricting minors' access to material harmful to them. A school district has an affirmative obligation to define what material it considers to be "inappropriate" for mino.*~~

Annual Notifications and Student Records

Family Educational Rights and Privacy Act (FERPA)

Rights Under FERPA The federal law known as the Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 30 days after the day the School District receives a request for access.

   Parents or eligible students who wish to inspect their education records should submit to the school principal a written request that identifies the records they wish to inspect. The principal or designee will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

   Parents or eligible students who wish to ask the School District to amend their child's or their education record should submit a written request to the school principal, clearly identifying the part of the record they want changed and specifying why they believe it should be changed. If the School District decides not to amend the record as requested, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding hearing procedures will be provided to the parent or eligible student at the time they are notified of the right to a hearing.

3. The right to provide written consent before the School District discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

   One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A designated school official with a legitimate educational interest includes a person employed by the School District as an administrator, teacher, or other person designated by the Board of Education. A school official also includes a liaison officer who, while not employed by the School District, may be granted access to student educational records (including video footage) at the direction and supervision of a school administrator. A school official also may include a contractor or consultant who, while not employed by the School District, performs an institutional service or function (such as design and maintenance of the School District's security camera system) for which the school would otherwise use its own employees and who is under the direct control of the School District with respect to the use and maintenance of personally identifiable information from student education records.

4. The right to refuse to allow the disclosure of "directory information."

   "Directory information" regarding a student may be released to any requesting person or party, in addition to the eligible student or the student's parent, without written consent. The Board of Education has defined "directory information" to include a student's:

   - Name;
   - Address and telephone number;
   - Photograph;

- Birth date and place of birth;
- Participation in School District related programs and extracurricular activities;
- Academic awards and honors;
- Height and weight, if a member of an athletic team;
- Honors and awards; and
- Dates of attendance and date of graduation.

In the event inconsistency exists between the Board of Education policy defining "directory information" and this annual notification, the policy prevails.

Each year, the Superintendent or designee will provide public notice to students and parents of the School District's intent to make directory information available to students and parents. Common uses for students' directory information, which include, but are not limited to: [insert list].

Eligible students and parents may refuse to allow the School District to disclose any or all of such directory information upon written notification to the School District within thirty (30) days after receipt of the School District's public notice. Parents may submit written notification to the building principal of their child's school and/or fill out the attached *FERPA Opt-Out Form*. [4]

5. The right to file a complaint with the United States Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue SW
Washington DC 20202-5280

United States Armed Forces: The School District is required to provide United States Armed Forces recruiters with at least the same access to student directory information as is provided to other entities offering educational or employment opportunities to those students as is permitted and/or required by law. "Armed forces of the United States" means the armed forces of the United States and their reserve components and the United States Coast Guard. An eligible student or the parent may submit a signed, written direction to the School District that the student's directory information not be accessible to United States Armed Forces recruiters. In such a case, the information will not be disclosed.

Other Agencies or Institutions:. As permitted by FERPA, the School District may forward education records, including disciplinary records, without student or parental consent, to other agencies or institutions in which the student seeks or intends to enroll or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer and upon receipt of a request for a student's school or education records.

Compliance: The School District will comply with a legitimate request for access to education records within a reasonable period of time, but not more than thirty (30) days after receiving the request or within a shorter period as may be applicable by law to students with disabilities. The requesting party may be charged a processing fee for the information.

Notice of Asbestos in School Buildings

Each school building within the School District has been inspected for the presence of asbestos-containing materials as

required by the Asbestos Hazard Emergency Response Act (AHERA). A copy of the Building Inspection and Management Plan for each building is available in the building's main office. The plans may be inspected by members of the public and by School District employees during normal business hours. A copy of the plan will be made available upon request for a nominal fee.

Pesticides

The Board of Education has adopted a policy to provide students and staff with an environment that is free of pests, pesticides, and harmful chemicals to the extent required by law. The Integrated Pest Management Program (IPM) includes routine inspections or surveys of all school facilities and various strategies to prevent pests from becoming a problem. Pesticides are used only as a last resort and parents will be notified prior to a pesticide application in a school building or on school grounds.

Parental Inspection of Instructional Materials

Parents have the right to inspect, upon request, any instructional material used as part of the School District's educational curriculum. Parents will be provided access to instructional materials within a reasonable period of time after the request is received by the building principal. The term "instructional material" means instructional content that is provided to a student, regardless of its format, including printed and representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or assessments.

School Property

The Board acknowledges the need for a reasonable degree of in-school storage of student possessions and will provide storage places, including desks and lockers, for that purpose. Where lockers are provided, students may lock them against incursion by other students, but lockers remain School District property. Students do not have a reasonable expectation of privacy with respect to School District personnel or their designees in lockers or other in-school storage places provided by the School District.

Student

Privacy and Parental Access to Information

Under the federal Protection of Pupil Rights Amendment (PPRA), no student will be required as a part of the school program or the School District's curriculum, without prior parental consent, to submit to or participate in any survey, analysis or evaluation that reveals information concerning:

- Political affiliations or beliefs of the student or the student's parents;
- Mental or psychological problems of the student or the student's family;
- Sexual behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of other individuals with whom students have close family relationships;
- Legally-recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers;
- Religious practices, affiliations, or beliefs of the student or the student's parents; or
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program)

This requirement also applies to the collection, disclosure, or use of student information for marketing purposes ("marketing surveys") and certain physical examinations and screenings.

Parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey/evaluation is administered or distributed by the school to the student. The parent will be given access to the survey/evaluation within a reasonable period of time after the request is received by the building principal.

Parents who believe their rights have been violated may file a complaint with:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, DC 20202

Athletic and Extracurricular Activities

For the 2023-24 School Year, any and all references to the Superintendent's Designee in the Student-Athlete Code of Conduct Handbook shall be Thomas Oestrike for the high school and junior high school.

Non-Discrimination Statement

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disability Act of 1990, and Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Hazel Park School District that no person shall, on the basis of race, color, religion ,military status, national origin or ancestry, sex (including sexual orientation or transgender identity), disability, age (except as authorized by law,) height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or employment.

Inquiries related to any nondiscrimination policies should be directed to the Superintendent, 1620 E. Elza, Hazel Park, MI 48030, (248) 658-5200.

The Hazel Park School District Student-Athlete Code of Conduct Handbook for Student-Athletes has been developed to provide a uniform set of rules and regulations to govern all district athletic participants regardless which team or school they represent. The Student-Athletic Code of Conduct Handbook combines rules and regulations of the Michigan High School Athletic Association (MHSAA), which have been adopted by Hazel Park Schools, with specific district rules governing athletic participation. The Student-Athletic Code of Conduct Handbook will be in effect at all times and student-athletes are to comply with all aspects of the code if they desire to enjoy the privilege of continued eligibility for participation in athletics. Student-athlete expectations need to be adhered to twenty-four hours per day, seven days a week, three- hundred sixty-five days a year.

In addition, student-athletes who incur school disciplinary action because of violations defined in the Hazel Park Schools' Student Code of Conduct Handbook are also subject to the disciplinary actions contained in the Student-Athlete Code of Conduct Handbook. Although a student-athlete may be academically ineligible to participate in contests and scrimmages, he/she may practice with the team so long as he/she is not suspended from school as outlined in the Hazel Park Schools' Student Code of Conduct Handbook. However, the student- athlete may forfeit the opportunity to receive an athletic award if loss of participation in contests prevents him/her from meeting the requirements for earning the award as outlined in the written supplemental team rules and regulations developed by the coach and distributed to each participant at the start of the sports season.

Obligations - Expectations

Anyone involved in our athletic program is expected to represent Hazel Park Schools and its schools and community in a first-class quality manner at all times. This includes both on and off the field of athletic competition and events. Hazel Park Schools expects all of our student-athletes to focus on being the best they can be in the following three areas:

1. Be the best person by the manner in which we act. Sportsmanship, work ethic and how we treat others is paramount in setting the right example for our young people in our community. Taking responsibility and representing our teams, school and community is very important in establishing the type of standards that we must constantly be striving for in the Hazel Park Schools. We must realize how destructive complaining, making excuses and blaming others can be in becoming successful teams and individuals. It is far more important to work at having a positive attitude, team loyalty, dedication, and placing the team ahead of individual accomplishments. These are the characteristics that will stand the test of time and result in having an athletic program with a solid

foundation.

2. Be the best Student by stressing solid study habits and commitment in this area. We are in school to learn first and participating in athletics is a privilege. If a student chooses not to maintain solid study habits he/she will be jeopardizing this privilege. To reach our potential as a student it must be emphasized and made a priority at all times. Academic achievement must be a goal we are willing to set with high standards that demonstrate good organization of time and solid efforts. All athletes must be willing to make sacrifices and pay the price of hard work in the classroom if they are real team players. Don't let your team down when it comes to this critical matter.
3. Be the best Athlete by taking care of being a solid person and student first. We don't have a chance at becoming a true student-athlete without the proper attitude as a person and student. Actions in the classroom and community will definitely carry over to how well a student-athlete performs in athletics. Being a student-athlete does not result in special privileges. In fact, it is just the opposite. Student- athletes have more responsibility and far more to lose if they fail as a person or student. The genuine student-athlete is not afraid of the extra responsibility and work. The real student-athletes look at these obligations and expectations as challenges. They are not afraid to help others and do not go around thinking they are better than the rest of the student body. Real Student-athletes appreciate the opportunity he/she has and do not take himself too seriously. Hazel Park Schools Expects our student-athletes to constantly realize there are small eyes upon them watching what they say and do!

"Our Attitude determines our Actions and our Actions reveal our Character."

Code of Conduct

Student-athletes are subject to all MHSAA rules and regulations even though such rules may not be included specifically in this document. A copy may be reviewed at the Middle School Main Office, High School Main Office, and Board of Education and Administrative Office.

Section I: Rules of Eligibility for Participation

The following rules of eligibility must be observed in order to participate in the interscholastic athletic program at Hazel Park Schools:

A. Enrollment: (MHSAA Regulation - Section 1a)
The student-athlete must be enrolled in the school by Monday of the fourth week of the semester in which he/she competes. The student-athlete must reside in the school service area in which he/she attends school and must be enrolled in the school for which he/she competes.

B. **Age:** (MHSAA Regulation - Section 2a)
High School: A student-athlete in grades nine through twelve who participates in any interscholastic athletic contest must be under nineteen (19) years of age. When a student-athlete's nineteenth birthday occurs on or after September 1 of a current school year, he/she is eligible for participation for the balance of that school year.
Middle School: A seventh or eighth grade student-athlete must be under fourteen (14) and fifteen (15) years of age, respectively. A student-athlete who reaches that age after September 1 is eligible for participation for the balance of that school year.

C. Participant Physical Examination**:** (MHSAA Regulation - Section 3a)
A student-athlete must have a Physical Examination Form completed by a physician certifying that the student is fully able to compete in athletics. The physical must take place after April 15 of the previous school year to be used for the current school year. The student-athlete must submit the completed physical form to the coach prior to participating in tryouts, practice sessions, or contests. The completed form will be kept on file in the athletic office during subsequent sports seasons.

D. Seasons of Competition: (MHSAA Regulation - Section 4a)
A student-athlete, while enrolled in grades nine through twelve, shall be eligible to compete in no more than four (4) seasons in either first or second semester athletics. For example, a student may not compete in more than four (4) seasons of a particular sport: football, tennis, etc. Student-athletes enrolled in grade seven or eight are not limited in the number of seasons of competition. A student-athlete shall be limited to participation in only one sport session when that sport leading to a state championship is sponsored twice during the school year.

E. Semester of Eligibility: (MHSAA Regulation - Section 5a)
A student-athlete shall not be eligible to compete in any branch of athletics that has been enrolled in grades nine through twelve for more than eight semesters. The seventh and eighth semesters must be consecutive. Enrollment in a school for a period of three weeks or more, or competing in one or more interscholastic athletic contests, shall be considered as enrollment for a semester under this rule. Student-athletes in grades seven or eight are not limited in the number of semesters in which they may be eligible.

Section II: Athletic Academic Eligibility: (MHSAA Regulation - Section 7a)

The Hazel Park Schools will abide by the Michigan High School Athletic Association (MHSAA) regulation concerning eligibility.

While the MHSAA rules state that a student-athlete must have received passing grades in a minimum of 66% of classes (e.g. 4 classes) during the previous semester and must maintain passing grades in a minimum of 66% of classes (e.g. 4 classes) during the current semester to be eligible to participate in athletics, Hazel Park Schools requires student-athletes pass 100% of his or her classes with a 60% or higher to participate on an athletic team. If a student- athlete drops/withdraws from a class and it is deemed a drop/fail, the student becomes immediately academically ineligible. In no case shall Hazel Park Schools' regulations be less than those of the MHSAA.

A. The previous semester grades will be used to determine eligibility for the start of the next semester. Student-athletes who fail a class or classes in the spring semester may be eligible to participate in a sport which begins before the start of the fall semester only after the successful completion of a class or classes which makes up for the class or classes failed (e.g. summer school).

   Student-athletes who are ineligible at the start of the fall semester may be eligible to participate in an interscholastic contest (game) after a satisfactory progress report is submitted after the third week of the semester. While the student-athlete is ineligible, he/she may practice with the team.

B. Eligibility for maintaining passing grades shall begin on the first day of the fourth week of each semester. If a student-athlete receives a failing grade (e.g. one F or more), he/she will become immediately ineligible. The academic check procedure will be repeated biweekly for the entire season. Eligibility will be reinstated at the point when the student-athlete's grade becomes passing or when teacher communication is apparent and the student is taking responsibility for the agreed upon academic plan of action (e.g. turning in all assignments, paying attention at all times in class, seeking extra help from the teacher, etc.). Academic eligibility checks will be done bi-weekly. A student-athlete's eligibility status will be based on his/her grades in the current quarter. Appealed eligibility can be reinstated at the discretion of the Superintendent or his/her designee.

C. The eligibility check will be done by the designee of the Superintendent.

D. A student-athlete's academic record is based upon their originally scheduled class load. Therefore, virtual classes

may not be utilized toward semester eligibility, with the exception of summer school.

Section III Awards: (MHSAA Regulation - Section 11)

A. A student-athlete may not accept from any source anything for participation in athletics other than an emblematic award. An emblematic award would include, but not be limited to, any medal, ribbon, badge, plaque, cup, trophy, banner, picture, or regular letter award.

B. No acceptable award shall exceed twenty-five ($25.00) dollars in the value with the exception of the regular letter award of the school. The cost of engraving a medal or similar award need not be included in determining the value of the award.

C. No one, such as a parent, friend, or other person, may accept an award on behalf of a student-athlete at any time prior to graduation from high school.

D. Acceptance of such items as cash, merchandise, memberships, privileges, services, athletic equipment, apparel, and watches would be a violation.

E. Attendance at the season banquet is required in order to receive your award, unless prior arrangements have been made with the coach and Athletic Director.

F. A student-athlete violating any area of this section would be ineligible for interscholastic athletic competition for a period of at least one semester from the date of the violation. If violation occurs after the Monday of the fourth week of a semester, a student-athlete is ineligible for the balance of that semester and the succeeding semester.

Section IV: Maintaining Amateur Status

A. A student-athlete participating or planning to participate in interscholastic athletics may NOT (1) accept any money or other valuable consideration for participating in athletics, sports, or games, (2) receive any money or other valuable consideration for officiating at interscholastic athletic contests, or (3) sign a contract with a professional team.

B. The rule in (A) above applies to the following sports: Baseball, Basketball, Cross Country, Football, Golf, Softball, Tennis, Track, Volleyball, or Wrestling.

C. A student-athlete violating this rule is ineligible and may not apply for reinstatement until the equivalent of one full school year has elapsed from the date of the last violation. After that date the student-athlete may request reinstatement to the MHSAA. any request to the MHSAA for reinstatement shall be submitted on behalf of the student by Hazel Park Schools.

Section V: Outside of School Athletic Competition (MHSAA Regulation - Section 11)

A. A student-athlete who has participated in any athletic contest as a member of a school team may not participate in the same sport in the same season in any athletic competition outside of and not sponsored by the school. The exception to this rule is the individual sport athlete who may participate in a maximum of two (2) individual sports meets or contests during that sport season while not representing his/her school. A student- athlete may not compete in any "all-star" contests at any time in any sport sponsored by the MHSAA during the school year.

B. A student-athlete violating rules in this section will be ineligible to participate in athletic contests and scrimmages

for a period from a minimum of the next three contests up to a maximum of one school year depending on the violation.

Section VI: Student Attendance Required for Athletics

A. Student-athletes are to attend school during the total school day in order to participate in athletic contests or practice during the same day or evening. Should there be a situation whereby a student-athlete cannot attend school, who would normally receive a verified absence, the student-athlete will be allowed to participate in the contest with approval of the Athletic Director.

B. A student-athlete with an unverified absence from school may not participate in the athletic practice or contest scheduled for that day.

Section VII: Attendance at Athletic Practice Sessions & Contests

Attendance at practice sessions is essential to prepare athletes physically and mentally for athletic contests. All student-athletes are required to be at all athletic practice sessions and contests at the times designated by the coach.

Student Athletes May Be Excused for the Following

Verified absences, school-sponsored events, and family emergencies are excusable absences. If interpretation is needed it will be done by the coach in conjunction with the Athletic Director. Saturday and Sunday practices, even if scheduled in advance, will be considered optional. Any student-athlete suspended shall not participate in practice or contest during their suspension.

Both parent and athlete must understand that any absences may affect an athlete's performance, playing time, and therefore his/her relative position on the team.

Failure to Comply

Failure to attend scheduled practices or contests without an excused absence may lead to disciplinary action by the coach. Any student-athlete who has 3 unexcused absences will be dismissed from the team and not allowed to participate in that or any other sport during that season.

Section VIII: Traveling to and From Away Contests

Any student-athlete on a team traveling to an away athletic practice or contest on school owned or chartered transportation or other such approved vehicles shall return to the home school on the same vehicle after the practice or contest is over. The only exception is when prior written or verbal arrangements are made and the coach grants permission for the student-Athlete to leave the contest site with his/her parent or guardian. Student-athletes may not drive to games, whereas carpools must be arranged with parent drivers.

Failure to Comply:

Any student-athlete not returning from any away contest with a team without permission of the coach is ineligible to participate in athletic contests for one **(1)** calendar week from the date of the violation. Student-athletes may practice with the team. A second violation will result in immediate dismissal from the team for the remainder of

that sports season.

Section IX: Uniforms and Equipment

Student-athletes will be responsible for the care, security, and use of uniforms and equipment issued to them.

Failure to Comply:

Student-athletes shall be responsible to pay the replacement cost for uniform or equipment items that are abused or not returned. Student-Athletes shall not be allowed to participate in athletics in succeeding seasons until this obligation is met.

SECTION X: Use POSSESSION, BUY, SELL, OR GIVE AWAY ANY DRUG (E.G. TOBACCO, ALCOHOL, MARIJUANA, ETC.), NARCOTIC, CONTROLLED SUBSTANCE (E.G. ANABOLIC STEROIDS), OR POSSESSION OF DRUG SPECIFIC PARAPHERNALIA

Hazel Park Schools expects student-athletes to conduct themselves in a way that positively reflects the district, community and student-body twenty-four hours per day, three-hundred sixty-five days a year. At no time shall a student-athlete USE, POSSESSION, BUY, SELL, OR GIVE AWAY ANY DRUG (e.g. Tobacco, Alcohol, Marijuana, etc.), NARCOTIC, CONTROLLED SUBSTANCE (e.g. ANABOLIC STEROIDS), or POSSESSION OF DRUG SPECIFIC PARAPHERNALIA.

Self-Disclosure: Any student-athlete, who by himself/herself or together with his/her parents or legal guardians, voluntarily discloses to a coach, (who must immediately follow-up with an administrator) or to an administrator a violation of Section X during the self-disclosure window shall be subject to the following disciplinary actions:

Consequences for Self-Disclosure:

The student-athlete shall select either Option 1 or Option 2 as follows:

Option 1

Forfeit 50% of the current season (or 50% of the upcoming season if the violation occurs out of that student-athlete's season). If the current season is near its end, then future or next sport seasons will be used to fulfill the 50% forfeiture clause. The student-athlete must also show evidence of attending a program for drug abuse or awareness approved by the Superintendent or his/her designee. The student-athlete shall also submit to random drug and/or alcohol testing as determined by the Superintendent or his/her designee.

Option 2

Forfeit 25% the current season or 25% of the upcoming season if the violation occurs out of that student-athlete's season. The student-athlete must also show evidence of attending a program for drug abuse or awareness approved by the Superintendent or his/her designee. The student-athlete will also be required to fulfill 40 hours of community service approved by and in conjunction with the Athletic Director.

The self-disclosure window shall be defined as thirty **(30)** calendar days from the date of the incident or the date the Superintendent received credible information regarding the incident, whichever is lesser. Credible information shall be defined as, but not limited to law enforcement reports and first-hand witness statements by staff or Board

of Education members.

In Option 1 or Option 2, a student-athlete failing a required drug and/or alcohol test or self- reporting additional offenses shall immediately result in a one **(1)** calendar year suspension from athletic programs in Hazel Park Schools.

A student-athlete that does not self-disclose during the disclosure window shall be subject to the disciplinary actions listed under Failure to Comply for Not Self-Disclosure.

Consequences for Not Self-Disclosing

- First Violation
    - Six (6) months suspension from participation in any and all athlete practices and contests. Should the six (6) month suspension not encompass a sport that the student-athlete participates in, then the suspension shall be 50% of the upcoming athletic season that the student-athlete participates in. Prior athletic involvement shall be used to determine the 50% suspension. The student-athlete must also show evidence of attending a program for drug and/or alcohol abuse or awareness approved by the Athletic Director.
- Second Violation
    - Immediate dismissal from the team and one (1) calendar year suspension of athletic participation from the date of the incident. The student-athlete must also show evidence of attending a program for drug and/or alcohol abuse or awareness approved by the Athletic Director.
- Third Violation
    - Permanent dismissal from the athletic program at Hazel Park Schools. Penalties shall be cumulative beginning with and throughout the student-athlete's participation in the Hazel Park Schools' athletic program.

Section XI: Misdemeanor or Felonies

Student-athletes charged with a misdemeanor or felony not covered in Section X are subject to a hearing by the Athletic Review Committee, as defined in Section XXII. Consequences can range from game suspensions to removal based on severity.

Section XII: Summer Off-Season Programs

A variety of sports camps, schools, clinics, and training programs are offered to student-athletes during the off-season and summer months by individual coaches and parks and recreation departments. These programs provide opportunities for aspiring student-athletes to improve their skills in a chosen sport. These summer and off-season programs are voluntary. Student- athletes shall not be required to enroll in these programs as a condition for membership or placement on an athletic team the succeeding season.

Section XIII: School Community Conduct

It is extremely important that our student-athletes represent Hazel Park Schools in a first class manner at all times. This is expected while the athlete is in school, on the athletic field and in the community. A student-athlete is eligible to participate in athletics if in the judgment of the Superintendent or his/her designee, school administration, teaching and coaching staff, he/she is a representative of the schools in matters of citizenship, integrity and sportsmanship. Participation in athletics is a privilege, not a right. Hazel Park High School will deal with misrepresentation in any form very severely when it deems necessary.

Student-athletes who are removed from an athletic contest for unsportsmanlike conduct will be suspended for the remainder of the day's contest(s) and the next date of competition under MHSAA Regulations. If the conduct is deemed flagrant, the student-athlete may be suspended for more than one contest or removed from the team for the remainder of the season as determined by the Athletic Director.

Section XIV: Athletic Team Participation

A student-athlete who signs up for a team that has a tryout period, and does not make the final cut, will be allowed to try out for another team (sport) upon mutual approval of the Athletic Director and the coach involved, and if the roster for that team has not been finalized by the Athletic Director. After the first official week of practice for any team, a student-athlete may not transfer from one team (sport) to another.

Section XVI: Citizenship and Conduct During the School Year

It is the responsibility of the student-athlete to report any in school minor or major violations of the Student Code of Conduct to the Athletic Director. When a student-athlete violates the Student Code of Conduct, the following consequences shall occur in addition to the consequences provided by the school principal or his/her designee:

FIRST Major Violation

- Sport with ten or less game dates - 1 game date suspension
- Sport with more than ten game dates - 2 game date suspension (max 3 games)

SECOND Major Violation

- Sport with ten or less game dates - 2 game date suspension
- Sport with more than ten game dates - 4 game date suspension (max 6 games)

THIRD Major Violation

- Dismissal from the team for the remainder of the season.

Jr. High School Expectations

Jr. High School students who have two or more 5's in citizenship will not be eligible to participate in athletics. If a student has a 4 or 5 in citizenship, they will be placed on probation and will be required to have their teachers complete a weekly progress report. In order to remain eligible, the weekly progress report must indicate that the student's citizenship in class has improved and remains at an acceptable level.

Section XVII: Tardies

A student-athlete shall receive a one (1) game suspension for every six tardies (per season per class). First hour classes will not be counted towards tardies.

Section XVIII: After and Out of School Policy for Athletes

- Student athletes are not to be in the locker room, gymnasium, athletic fields with school equipment, bus, or in the school building without a coach in the immediate area.

- The school building is off limits to the student-athlete after 3 P.M. on school days, non-school days, and weekends without a coach or authority from a building staff member.

- Anytime a building staff member directs or requests a student athlete to vacant an area the student is to respond in a respectful and timely manner. A student athlete is not to argue or debate any request by a building staff member. Any disrespect or insubordination on the part of a student athlete may result in disciplinary action.

- It is important that students and coaches adhere to all policies. Try to create as safe of an environment as possible for everyone involved in our program.

Section XIX: Dress Code

Coaches may have a dress code for the entire season. The dress code shall be communicated to student-athletes by the coach at the beginning of the season.

Section XX: Supplemental Rules and Regulations

Supplemental rules/ regulations unique to a given sport may be implemented upon the approval of the Athletic Director. These rules must be in writing and submitted to participants prior to the start of the season, except under special circumstances as approved by the Athletic Director.
The Athletic Director is the only party who may exclude a student from athletic participation. Exclusion is generally based on the recommendation of the coach and/or building administrator.

Section XXI: Carry Over Penalties

In the event that a suspension from athletics cannot be fully served during a season, it will carry over into the following season. The only exceptions to the above rule would be in the case of a senior, in which case the suspension would carry over into the next sport he/she participates in that year. In case of MHSAA infraction, the MHSAA rules of "Carry Over of Penalties" supersede the rules outlined in Section XXI.

Section XXII: Appeal Procedures

The consequences and/or disciplinary action that a student-athlete is subject to, under the guidelines of the Student-Athletic Code of Conduct Handbook, may or may not be appealed. The decision to grant the request for an appeal is at the discretion of the Athletic Director.

The student-athlete and/or their parent/guardian must initiate a written request to the Athletic Director to appeal the disciplinary action taken within three (3) school days of the date of disciplinary action. The written request to the Athletic Director must include the following information:

- Student-athlete's first and last name, address, and telephone number.
- Parent/Guardian's first and last name, address and telephone number.
- Summary of the incident and discipline action taken.
- Reason and request for the appeal to be considered.
- Signature of the student-athlete and their parent/guardian.

Any documentation received by the student-athlete or parent/guardian regarding the discipline action taken must be attached to the written request for appeal to the Athletic Director.

After reviewing the written request for appeal, the Superintendent may or may not forward the appeal to the Athlete Review Committee. The decision of the Superintendent shall be provided in writing to the student-athlete within five **(5)** school days of the receipt of the appeal request. The Superintendent's decision is final.

If the Superintendent's decision is to forward the request for appeal to the Athletic Review Committee, the committee shall meet within ten **(10)** school days of the Superintendent's decision. The five **(5)** member Athletic Review Committee shall consist of the Designee of the Superintendent (e.g. Athletic Director), two **(2)** athletic coaches, one **(1)** teacher and one **(1)** administrator.

The Superintendent shall present to the Athletic Review Committee the written request for appeal received and any documentation relevant to the incident. The student-athlete and parent/guardian shall have an opportunity to address the Athletic Review Committee. Other than the student-athlete, their parent/guardian, and committee members, No other individuals may be present during the appeal proceedings.

The decision of the Athletic Review Committee shall be communicated to the student-athlete and parent/guardian by the Superintendent within three **(3)** days of the committee hearing.

The Athletic Review Committee is final and not subject to Board of Education appeal.

Failure to Comply

The sanctions set forth under each section are intended to illustrate sanctions for each particular offense. However, the district reserves the right to impose any of the sanctions listed for any violation of the Code of Conduct.

Parent/Student Responsibility Statements

1. Each student-athlete and parent/guardian is responsible for his/her own insurance program. Hazel Park Schools is not responsible for any insurance (this includes use of an ambulance).
2. Hazel Park Schools will not pay medical expenses resulting from bodily injury to anyone who participates in athletic programs. The MHSAA has an insurance policy to assist in reimbursement of medical expenses resulting from concussions.
3. It is possible that serious injury or death may result from participating in athletic activities.

Statement of Risk

1. Warning: Participation in supervised interscholastic athletics and activities may be one of the least hazardous activities in which any student will engage in or out of school.
2. Participation in interscholastic athletics still includes a risk of injury which may range in severity from minor to long term catastrophic.
3. Although serious injuries are not common in supervised athletic programs, it is impossible to eliminate this risk. Participants have the responsibility to help reduce the chance of injury.
4. Players must obey safety rules, report physical problems to their coaches, follow a proper conditioning program, and inspect equipment daily.

MHSAA Protocol for Implementing National Federation Sports Playing Rules for Concussions

"Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional."

The language above, which appears in all National Federation sports rule books, reflects a strengthening of rules regarding the safety of athletes suspected of having a concussion. This language reflects an increasing focus on safety and acknowledges that the vast majority of concussions do not involve a loss of consciousness.

This protocol is intended to provide the mechanics to follow during the course of contests when an athlete sustains an apparent concussion.

1. The officials will have no role in determining concussion other than the obvious one where a player is either unconscious or apparently unconscious. Officials will merely point out to a coach that a player is apparently injured and advise that the player should be examined by a health care professional for an exact determination of the extent of injury.
2. If it is confirmed by the school's designated health care professional that the student did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play and the athlete may reenter competition pursuant to the contest rules.
3. Otherwise, if competition continues while the athlete is withheld for an apparent concussion, that athlete may not be returned to competition that day but is subject to the return to play protocol.

    a. The clearance may not be on the same date on which the athlete was removed from play.
    b. Only an M.D., D.O., Physician's Assistant or Nurse Practitioner may clear the individual to return to activity.
    c. The clearance must be in writing and must be unconditional. It is not sufficient that the M.D., D.O., Physician's Assistant or Nurse Practitioner has approved the student to begin a return-to-play progression. The medical examiner must approve the student's return to unrestricted activity.
    d. Individual schools, districts and leagues may have more stringent requirements and protocols including but not limited to mandatory periods of inactivity, screening and post-concussion testing prior to or after the written clearance for return to activity.

4. Following the contest, an Officials Report shall be filed with a removed player's school and the MHSAA if the situation was brought to the officials' attention.
5. ONLINE REPORTING: Member schools are required to complete and submit an online report designated by the MHSAA to record and track head injury events when they occur in all levels of all sports during the season in practices and competitions. Schools with no concussions for a season (fall, winter and spring) are required to report this at the conclusion of that season.
6. POST-CONCUSSION CONSENT FORM: Prior to returning to physical activity (practice or competition) the

student and parent (if a minor student) must complete the Post-Concussion Consent Form which accompanies the written unconditional clearance of an M.D., D.O., P.A or N.P. This form should be kept on file at the school for seven years after the student's graduation and emailed to or faxed to 517-332-4071.

7. In cases where an assigned MHSAA tournament physician (MD/DO/PA/NP) is present, his or her decision to not allow an athlete to return to activity may not be overruled.

Sanctions for Non-Compliance with Concussion Management Policy

Following are the consequences for not complying with National Federation and MHSAA rules when players are removed from play because of a concussion:

- A concussed student is ineligible to return to any athletic meet or contest on the same day the concussion is sustained.
- A concussed student is ineligible to enter a meet or contest on a subsequent day without the written authorization of an M.D., D.O., Physician's Assistant or Nurse Practitioner and the signed "Post-Concussion Consent Form."

These students are considered ineligible players and any meet or contest which they enter is forfeited. In addition, that program is placed on probation through that sport season of the following school year. For a second offense in that sport during the probationary period – that program is continued on probation through that sport season of the following school year and not permitted to participate in the MHSAA tournament in that sport during the original and extended probationary period. A school which fails to submit required online concussion reports will be subject to the penalties of Regulation V, Section 4 A. This includes reporting zero if no concussions occurred in a season.

Webster Early Childhood Center
Parent/Guardian Handbook

~~2024/2025~~
2025/2026

Programs at Webster Early Childhood Center are licensed by the Department of Human Services.

A licensing book is available in the office for review.

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Introduction

Hazel Park Schools' Webster Early Childhood Center (Webster ECC) is a high-quality early childhood center servicing children ages birth to four and is FREE to families who qualify.

The Hazel Park School District offers preschool for children ages two to four years old and special education services for children ages birth to four at Webster Early Childhood Center. Our building is the home to Hazel Park Schools' State of Michigan grant funded Great Start Readiness Program (GSRP) and our district's Early On Program and Preschool Academy, our tuition-based program.

We believe that all children should have access to a high-quality preschool setting. To accomplish this, we have designed an innovative and inclusive preschool program for children ages 3-5 eligible for early childhood special education services.The classroom environment is a general education preschool classroom with push-in and pull-out services from special education staff that are available for all students. The class is led by a highly qualified Preschool Teacher coupled with services provided by an Early Childhood Special Education Teacher with support services provided by an Occupational Therapist, Physical Therapist, and Speech/Language Therapist. A strong home-school connection is encouraged so that each child's educational program can be enhanced.

Webster ECC is fortunate to host the Oakland Livingston Human Service Agency (OLHSA) federally funded Early Head Start and Head Start Programs which offer services for children ages birth to four years old. All enrollment, supervision of, and questions for Early Head Start and Head Start Programs are referred to OLHSA.

Points of Pride

- Nurturing, Experienced and Innovative Professional Teachers
- Family FUN Events
- Outdoor Learning Spaces - Courtyards, Playground, Field, Learning Garden
- Parent and Staff Education Opportunities
- STEAM room - students are immersed in science and art activities

Community Collaborations

Hazel Park Schools Webster Early Childhood Center has proudly partnered with a number of community organizations, including:

- Oakland Livingston Human Service Agency (OLHSA)
- Oakland Schools
- The Hazel Park Memorial District Library
- The Great Start Collaborative Oakland County
- Michigan Association for the Education of Young Children Southeastern Chapter
- The Lions Club District 11A-2
- Panera Bread of Troy
- Dentists R Us

Vision, Mission, Beliefs, Philosophy

Our Vision

- Inspire and empower all learners.

Mission Statement

- The Hazel Park School District in collaboration with all stakeholders prepares and supports students for the future.

We Believe

- The school district supports the social, emotional, physical, and academic needs of each child in a caring, healthy, and safe environment.
- All students have the ability to learn.
- A school culture should celebrate diversity and promote equity.
- Student achievement and social emotional learning are at the core of every decision.
- Students are successful when staff, families and community are engaged and support learning.
- Research based curriculum aligned with state standards is the foundation for high quality instruction.
- Student driven learning environments foster self-efficacy and individual ownership of learning.
- Student success is fostered and supported through multiple pathways toward graduation.

Webster Early Childhood Center Philosophy

- Children learn best in a safe, orderly, and healthy environment. We create predictable routines, develop plans based on our children's interests and developmental levels, arrange the classroom environment to engage and support children's active exploration, and support children's physical, emotional and cognitive growth.
- Families are children's first and most influential teachers. We invite family participation in all aspects of our programming and welcome families to visit our classrooms, participate in activities, share their family customs, assess our program, provide input into program policies, and participate in their child's education at home and in the classroom.
- It is our responsibility to prepare children for success in school and life. We choose to implement the Creative Curriculum and use Teaching Strategies Gold as our child assessment tool. Both the chosen curriculum and the chosen assessment tool are aligned to Common Core Standards for Kindergarten and when implemented with fidelity, prepare children for success.
- One of life's greatest strengths and a great gift to children is the ability to solve problems and resolve conflicts respectfully. We see conflict and frustration as teaching opportunities and support children as they work to gain the skills necessary to meet life challenges.
- We value lifelong learning. We provide opportunities for parents and staff to learn together, provide for continuous and meaningful staff professional development, and take great joy in learning from and with our children.
- Children, families and the community of Hazel Park and neighboring counties deserve the very best early childhood program we can offer. We invite staff, families and community stakeholders to join us in program assessment and planning as we strive for excellence.

Our Programs

The Great Start Readiness Program (GSRP), 2 year old Preschool Academy and 3 and 4 year old Preschool Academy are fully administered by the Hazel Park School District. Program oversight of the program is conducted by ~~Ms. Shelia O'Kane~~ Mrs. Heather Agueros Webster Early Childhood Supervisor.

State of Michigan Child Care Licensing

The program licensing notebook is available on-site for parental inspection. Also, it can be accessed at the State of Michigan Licensing and Regulatory Affairs. Licensing Rules for Child Care Centers - Amended 2/22/2022

The Webster Early Childhood Center licensing notebook includes all licensing inspection reports, special investigation reports and all related corrective action plans (CAP) since May, 2010. The notebook is available to parents during regular business hours. Licensing inspection and special investigation reports from at least the past two years are also available on the child care licensing website. LARA Child Care Licensing Search

Hours of Operation

Main Office	Latchkey	Classrooms
Monday - Friday	Monday - Friday	PA/GSRP- 7:45am-2:45pm
7:30am-4:00pm	6:30am-8:15am	Two Year Old Room- 8:00am-3:00pm
	2:45pm-6:00pm	

Location, Parking, and Entrance

431 West Jarvis Ave
Hazel Park, MI 48030

Parking
Families are encouraged to park in the parking lots located on the right and left of the building. There is also a rear parking lot accessible by West Harry Avenue. All visitors will need to go to door 1 and ring the doorbell. Please be advised that you may get a parking ticket from the city if you are parked on the street illegally.

Building Entrance and Exit
All external leading doors remain locked throughout the day. All families and visitors are to enter and exit through the doors in the front of the building. Upon entering the building, all families and visitors will need to ring the doorbell, identify themselves, and check in with the office. All families and visitors will need to provide their picture ID at the main office.

Contact, Communication, and Calendar Information

Supervisor
~~Shelia O'Kane~~ Heather Agueros
Email:~~shelia.okane@myhpsd.org~~
heather.agueros@myhpsd.org
Office Phone 248-658-5501

Secretary
~~Shreyl Durka~~ Jill Cucchiara
Email: ~~sheryl.durka@myhpsd.org~~
jill.cucchiara@myhpsd.org
Office Phone 248-658-5501

Standard Forms of Communication

Communication between home and school is important. We try to meet the family communication needs as much as possible. Some of the ways we may communicate with families are listed below:

- In Person
- Office Phone Call
- Event Flyers
- Take Home Folders
- Email
- TSGold App
- Classroom Newsletter
- Monthly Supervisor Newsletter

Please be sure to keep all contact information up to date with our program. If your phone number or email address changes, please make the necessary changes in Power School or call the office at 248-658-5501 and we will be happy to do it for you.

ESL and Bilingual Families and/or staff can obtain resources with the school district's bilingual department to provide support for families and children whose primary language is not English.

Arrival and dismissal times are great opportunities to say hello to the teachers and build relationships. If you have a concern, please wait until all children are picked up, email, write a note or leave a message with your child's teacher to schedule a time to meet.

Classroom Newsletter and Supervisor Newsletter
Classroom newsletters are sent often and teachers use the avenue of their choice, such as email or the TS Gold My Family app. Your child's teacher will let you know which communication app they will be using. Watch your email for newsletters and updates from the building supervisor.

Program Calendar

Each family is provided a program calendar prior to the first day of school. Refer to the calendar for information regarding the first day of school, last day of school, school breaks, or other days the classroom may not be open. If you are in need of another copy of the program calendar please contact your child's teacher or see the Hazel Park Schools Website.

GSRP Enrollment Policy and Procedure

Great Start Readiness Program (GSRP) is a state funded school day preschool program offering a kindergarten readiness curriculum to those that qualify. Our classrooms service four year olds who meet income eligibility requirements.

Enrollment Schedule:

- January 1, 2025 - ~~Families that live in-district, with an income up to 400% of state guidelines can enroll~~ Begin enrolling up to 500% and all Categorically Eligible Children within the 25% IEP limitation and must be four years old by September 1st.
- February 1st - Enroll families that have been enrolled with the sub-recipient previously even if residing out of district (e.g., tuition, Early On, ECSE, sibling is attending in another program). This includes children that turn four through December 1st. This includes families that are in over-income households. If the over-income percent is not enough to enroll families that have been enrolled with the sub-recipient previously, the sub-recipient will notify Oakland Schools what percent is needed to provide continuity of programming for all children and enroll those families.
- March 1, 2025 - ~~Families that live in-district and are over income can enroll~~ In addition to those enrolled starting February 1st, enroll over income based on sub-recipient specific percent (chart linked here). The child must be four years old by September 1st if not a returning family.
- **May 1st -** In addition to those enrolled starting March 1st, enroll children who are three years old and turn four on or before December 1st and are not a returning family.
- **June 1st -** In addition to those enrolled starting May 1st, children that are age eligible can be enrolled without limit other than the estimated allocation of slots the program has available to fill.
- August 1, 2025 - ~~Families that live out-of-district can enroll~~ In addition to those enrolled starting June 1st, LEAs can enroll children that reside outside their district and have not been enrolled with the sub-recipient previously (guidance linked here)
- September 1, 2025 - children that are 3 years old and turn 4 on or before December 1 can enroll

If it is determined that a child is eligible for Head Start, a referral is made to the OLHSA Head Start Program. The family has the option to decline the Head Start program and request placement in the Great Start Readiness Program.

If the family does not meet the eligibility for Head Start or GSRP, Hazel Park Preschool Academy will be offered to the family.

Application Process

1. Apply online with the county at MiECC. Be sure to specify Hazel Park School District Early Childhood Center as the school you are applying for.
2. ~~Complete pre-enrollment process online at HazelParkSchool.org~~
3. Complete GSRP Application Packet:
    a. Child Information Record
    b. GSRP Application
    c. Latchkey Request

    d. ASQ Consent Form
    e. Media Release Consent
    f. Parent Responsibilities and Guidelines
4. Provide the following documentation:
    a. Birth Certificate
    b. Immunization Record
    c. Proof of Residency
        i. Lease/Mortgage Statement AND
        ii. Current Utility Bill
    d. Valid Government Parent Photo ID
    e. Proof of income (current 1040, W-2 or three recent paycheck stubs)
    f. Any other form of household income
5. Complete a Home Visit and Assessment with assigned teacher
    a. Complete an ASQ questionnaire
    b. Complete Getting to Know Your Child And Family questionnaire
    c. Review Parent Handbook and sign Acknowledgement Form
6. Complete Household Information forms for Food Services (district requirement)
    a. Education Benefits Form
    b. Household Income Eligibility Statement – Child Care Institutions
    c. CACFP Participant Enrollment Form

Families will also be required to complete Hazel Park School District's enrollment process.

Preschool Academy Enrollment Policy and Procedure

Preschool Academy is a tuition-based, school day preschool program offering a kindergarten readiness curriculum. Our classrooms service two year old children, and three and four year olds. Priority for enrollment is given to the children of Hazel Park resident families and Hazel Park Schools staff members. Families receiving DHS assistance may apply for child care benefits. DHS must be approved before your child can attend our program, unless willing to pay tuition until DHS is approved. All preschool programs are explained to the family to determine which preschool program is best for the child and their family.

Application Process

- ~~Complete pre-enrollment process online at HazelParkSchool.org~~
- Complete Preschool Academy Application Packet:
    - Child Information Record
    - Preschool Academy Application
    - Latchkey Request
    - Media Release Consent
    - ASQ Consent Form
    - Parent Responsibilities and Guidelines
- Provide the following documentation:
    - Birth Certificate
    - Immunization Record
    - Proof of Residency
        - Lease/Mortgage Statement AND
        - Current Utility Bill
    - Valid Government Parent Photo ID

    - Medication Forms (if applicable)
    - Custody Paperwork (if applicable)
    - Health Appraisal (must be turned in within first 30 days of school)
- Complete a Home Visit and Assessment with assigned teacher
    - Complete an ASQ questionnaire
    - Complete Getting to Know Your Child And Family questionnaire
    - Review Parent Handbook and sign Acknowledgement Form
- Complete Household Information forms for Food Services (district requirement)
    - Education Benefits Form
    - Household Income Eligibility Statement – Child Care Institutions
    - CACFP Participant Enrollment Form

Tuition and Payment Information

Two year old Preschool Academy and three and four year old Preschool Academy is a tuition-based program. The tuition requirements are as follows:

Tuition for the year is $5,625 per child. Parents/guardians can pay in full by September 1, ~~2023~~ 2025 or in monthly installments of $625 September - May. We do not bill for the days your child attends in August or June. Below is the ~~2023/2024~~ 2025/2026 payment schedule:

~~2024/2025~~ 2025/2026 Preschool Academy Monthly Tuition Due Dates	
September 1~~, 2024~~	$625
October 1~~, 2024~~	$625
November 1~~, 2024~~	$625
December 1~~, 2024~~	$625
January 1~~, 2025~~	$625
February 1~~, 2025~~	$625
March 1~~, 2025~~	$625
April 1~~, 2025~~	$625
May 1~~, 2025~~	$625

- Payment is the full responsibility of the parent or guardian who registers the child.
- Payment is due in full no later than on the 1st of each month. Families are encouraged to pay in full or in advance. Families will receive a full payment calendar prior to the start of the first day of school.

- There will be no refunds for days the program is closed for inclement weather up to five days per school year. After five days have been used for inclement weather, families will receive reimbursement for inclement weather for the remainder of the school year.
- No refunds will be given if a child is sick, sent home sick, on vacation, or other family reasons.
- Payment can be made with cash or check in the black box located at Door 1. Online payment with debit or credit card is available. Parents/guardians must create a login for School Works for tuition submission.
- A late tuition payment will result in a late payment fee of $15 per week. This will be applied to all outstanding balances on the first day of each week and will continue until the balance is no longer outstanding.
- Online payment information will be emailed prior to the first day of school and sent home on the first day of school.
- Accounts more than 30 days past due will be contacted by the HPS Finance Department and may be turned over to a collection agency.
- DHS CDC (State assistance) is also accepted. If DHS financial assistance is going to be used, written authorization paperwork PRIOR to registration into our program is required. Otherwise, your child will be placed on the waitlist until completed. The waitlist does not guarantee enrollment.
- If the payment date falls on any 'no school' day, the payment schedule received prior to the first day of school will indicate that payment is required in cash or check the last school day before the 'no school' day or online no later than the 'no school' day. Families are encouraged to pay online in this case but we understand that cash or check may be preferred.
- 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 the supervisor.
- The parent or guardian email address on file must be accessible to the parent or guardian and up-to-date to receive statements and billing. This is the full responsibility of the parent or guardian to ensure.

Registration Fee
A nonrefundable registration fee of $40.00 is required at the time of registration.

Waitlist
When maximum enrollments are reached, names will be placed on a waiting list for the current school year only. A child may be put on the waiting list when age eligible. Should an opening become available, families are contacted in order. Families have 48 hours to respond and confirm acceptance of the opening. If no contact is received by our office, the next family on the waitlist will be contacted.

DHS Assistance

Financial help is available to parents who meet eligibility requirements to receive assistance with the costs of accessing high-quality preschool (child development) and care. Please contact the office to get more information about Child Development and Care through DHS.

Remain In Good Standing Policy

The following four occurrences will impact the good standing that all preschool families have entering the first day of school.

Incomplete Forms
Enrollment documents are required to be completed in FULL and on file in the main office. Failure to complete in full according to the timeline given will result in your child being placed on the waitlist which does not guarantee enrollment.

Health Appraisal
A Health Appraisal is required by the State of Michigan Child Care Licensing to be on file within the first 30 days of initial attendance. The Health Appraisal must have a physician's signature, stamp, and the date. Neglecting to complete this within 30 days of the child's first day of school will result in removal from the program and placement on the waitlist.

Late Tuition
Preschool Academy is self-supporting through tuition fees. The tuition requirements set forth in this handbook must be enforced in order to maintain a high-quality program. If you are not in good standing due to falling behind in payments by more than one week, the following will occur.

- 1st Incident
  - A conversation with the principal and/or secretary will be required to continue program attendance.
- 2nd Incident
  - A meeting with the principal and/or secretary and a written plan of action to rectify the issue will be required to continue program attendance.
- 3rd Incident
  - ~~Withdrawal from the program.~~ Referred to Hazel Park Business office for withdrawal from the program.

Late Pick Up

Starting 15 minutes after dismissal, a $10.00 fee will be charged for every 15 minutes your child or children are in the late pick-up room. If you have more than one child, the fee will be applied to each child. As a school district, we understand that a situation may occur that will impact your ability to pick your child or children up on time. Therefore, we have built some flexibility into the fees that will be charged. The fees will be charged as outlined in the table below:

First Late Pick-Up	No Fee
Second Late Pick-Up	Fee Applied (unless extreme emergency as approved by building principal)
Third Late Pick-Up	Fee Applied (up to 4:~~30~~ 00 pm - *see note below) and follow-up phone call with the building principal
Four or More Late Pick-Ups	Fee Applied (up to 4:~~30~~ 00 pm - *see note below) and meeting with the building principal

* If a student is not picked up by 4:~~30~~ 00 the Hazel Park or Ferndale Police will be contacted.

Safety and Security Information

Webster Early Childhood Center monitors all individuals entering and exiting the building. All doors including the main office entrance will be locked and secured at all times. An electronic monitoring system has been installed throughout the building. The main office door has a video security camera allowing office personnel to talk to the person prior to entering the building. Individuals MUST check in with office personnel upon entering the building. Your child's safety is of vital importance to us! A bit of inconvenience in order to maintain the best possible security standards is a small sacrifice to make.

Building Visitors

All visitors, including parents and siblings, are required to enter through the front door of the building and proceed immediately to the main office. To request entry press the button on the intercom device to the right of the main door on West Jarvis. Office staff will buzz you in so please listen for the faint click at the door, indicating the door is momentarily unlocked for you. If you are dropping off something for your child, office staff will be happy to take it back to your child's classroom at a time that will not interfere with instruction.

Visitors are required to produce a picture ID and inform office personnel of their reason for being at school. Approval to visit the school needs to be scheduled in advance with the principal. Visitors must ~~sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting~~ check in at the office, providing a picture ID. Your ID will be scanned, a picture will be taken, and you will wear a visitor's pass. Your picture ID will remain in the office until your departure. If you do not have a picture ID you will not be allowed in.

Visitors volunteering in the classroom or attending school-related events must complete an ICHAT each year and be approved before visiting the school (some exceptions may be made for certain school events). Approved visitors must wear a badge identifying themselves as a guest and leave their picture ID with the office staff. Visitors must place the badge on their outer clothing in a visible location. The badge connects to the district's visitor management system, which allows us to electronically monitor the location of all school visitors. Visitors are required to proceed immediately to their location in a quiet manner. All visitors must return to the main office and sign out before leaving the school.

Visitors are expected to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself appropriately will be asked to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.

Child Information Record (Emergency Cards)
For your child's safety it is very important your contact information is up-to-date at all times. Calls will be made in case of an illness, injury, emergency or building problems. Child Information Records (Emergency Cards) are kept in the main office AND your child's classroom. Information needs to be updated at both locations immediately any time you have changes affecting the information listed. Children will only be released to persons listed as an emergency contact. Therefore, if there is a possibility someone will pick up your child (even one time), please list them.

Legal Custody
Our center cannot refuse to release a child to the child's parent (per birth certificate or listed on emergency card). Both parents have equal custody rights unless a court or valid written separation agreement proves otherwise. If you are experiencing custody difficulties, please inform the center director and your child's

teacher. Custody documentation is required prior to center enforcing. Information will be kept confidential.

Staff Screening

- The Hazel Park School District requires a criminal history check and fingerprints on all preschool and childcare employees.
- All childcare/preschool employees are required to complete the Michigan Child Care Background Check and fingerprint required by LARA.
- All staff are familiar with the Child Protection Law as it relates to child abuse and neglect.

Important Note
Hazel Park School District does not encourage nor accept responsibility for employees who care for children outside of our programs while they are not at work.

Emergency Procedures

HOLD IN YOUR ROOM OR AREA. There are situations that require students and staff to remain in their classrooms or stay out of access areas. For example, a situation in the hallway may require keeping students out of the halls until it is resolved. A medical issue may require only one area to be cleared, with halls still open in case outside medical assistance is required. There may be a need for students who are not in a classroom to proceed to an area where they can be supervised and remain safe. If a Hold is called, students and staff can do business as usual but must clear the hallways and remain in the room or area until the "All Clear" is announced.

SECURE GET INSIDE, LOCK OUTSIDE DOORS. The Secure Action is called when there is a threat or hazard outside of the school building. Whether it's due to an unsafe situation in the immediate neighborhood, or a dangerous animal in the playground, Secure uses the security of the physical facility to act as protection. Students and staff are required to get inside the building, lock all doors, and do business as usual. During a Secure alert no one leaves or enters the building.

LOCKDOWN LOCKS, LIGHTS, OUT OF SIGHT Lockdown is called when there is a threat or hazard inside the school building. Lockdown uses classroom and school security actions to protect students and staff from the threat. A Lockdown practice could require the classroom teacher to position students within the room so they are hidden from view by someone either outside or indoors. A Lockdown Action requires staff to lock individual classroom doors, offices and other securable areas, move students out of the line of sight, turn off lights to make the room seem unoccupied, and maintain silence.

EVACUATE TO A LOCATION Evacuate is called when there is a need to move people from one location to another for safety reasons. Each school building is assigned a designated evacuation shelter. In the event it is necessary to take children to the designated evacuation shelter, staff will begin contacting families/ emergency contact persons for immediate pick up. An on-site evacuation is usually because of a mechanical failure that would disrupt the school day, such as a power outage. If it can't be resolved quickly, the school may have to plan for early dismissal. An offsite evacuation may be necessary when it's no longer safe to stay in the building such as a gas leak or fire.

SHELTER STATE THE HAZARD AND SAFETY STRATEGY Shelter is called when specific protective actions are needed based on a threat or hazard. Staff will direct students to follow the appropriate, practiced strategy for the specific hazard. Threats or hazards may include:
Threats or hazards may include:

- Tornado
- Severe weather
- Flooding
- Hazmat spill or release

Tornado Watch
If the National Weather Service states conditions are possible for a tornado to occur, the school office will notify staff of any changes in weather conditions. No further action is needed during a tornado watch.

Tornado Warning
If the National Weather Service states a tornado has been spotted in the area and immediate action is necessary, an announcement will be made over the building loudspeaker to notify staff members to take shelter due to a tornado warning. A teacher will gather the emergency cards and daily sign-in/sign out sheet, then begin leading the children to the posted tornado shelter. The second teacher will check the room and restroom to verify all children are out of the room, grab the first aid kit, close the door to the classroom and join the teacher with the children. At the designated meeting place, the teacher will verify all children are accounted for by using the daily sign-in/sign out sheet. If a tornado warning occurs at dismissal time, children will be kept in the school until there is an "all clear" or until they are picked up by an adult listed as an emergency contact.

Fire Drill
In the event of a fire, staff will follow the emergency evacuation plan per location to ensure the safety of the children. An alarm will notify staff members to evacuate the building. A teacher will gather the emergency cards and daily sign-in/sign out sheet, then begin leading the children from the classroom following the posted fire evacuation route. The second teacher will check the room and restroom to verify all children have evacuated, grab the first aid kit, close the door to the classroom and join the teacher with the children. At the designated meeting place, the teacher will verify all children are accounted for by using the daily sign-in/sign out sheet. Staff and children will remain out of the building until the "all clear" signal is given. In the event it is not safe to return to the building, staff will proceed with children to the designated evacuation shelter and call families to pick up children.

School Closing Information

Webster Early Childhood Center follows the Hazel Park School District school closings due to inclement weather, power outages, or other issues that may require that school be closed. Families are encouraged to tune in to school closings listed on the local TV and radio stations to learn if school is closed for the day. Look for Hazel Park School District and/or Webster Early Childhood Center on the television or online. If school is in session and needs to be closed, families will be contacted via phone and/or electronically to pick up their child.

Confidentiality

Out of respect for the privacy of each family in our program, all information pertaining to students and families will be kept confidential. If a student is attending a program administered by a public school, the student's assessments and attendance records may be passed on to the students' Kindergarten school building. Information may be reviewed by Oakland Schools and/or the MDE to ensure and support program compliance. The only instance in which information will be shared about a child or family without a parent's

written consent is when staff has reason to suspect the child may have experienced abuse or neglect.

Photographing and Videotaping

Photographs and videos may be taken in the classroom or during school events. These photos and/or videos may be used to create environmental print for children's use, classroom books, document children's work for portfolios, child observation records online, parent information and staff training. They may be used for educational training at workshops or conferences and to produce slide shows for parent meetings, program recruitment (flyers and social media), and district events. You will be asked to sign a consent form allowing us to photograph and video your child in the classroom. If you do not wish to have your child recorded, please notify your child's teacher.

Mandated Reporters

All employees of Webster Early Childhood Center 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 law states that we are not to attempt to investigate the suspicion ourselves; we are to report any suspicion immediately. Webster Early Childhood Center will comply with the Hazel Park School District policy on reporting suspicion of child abuse or neglect. In the event that a report is made to the Department of Human Services, the staff will provide the family with referral for appropriate support services. All reports are strictly confidential.

Causes for reporting suspected child abuse or neglect include, but are not limited to:

- Using an object to hit a child - this could mean a switch, a paddle, a belt, a cooking spoon, a shoe or any other object that could cause serious harm
- Unusual bruising, marks, or cuts on a child's body
- Severe verbal reprimands
- Improper clothing relating to size, cleanliness, season
- Transporting a child without appropriate child restraints (e.g. car seats, seatbelts, etc.)
- Dropping off or picking up a child while under the influence of illegal drugs or alcohol
- Not providing appropriate nutrition for a child
- Leaving a child unattended for any amount of time
- Sending a sick child to school over-medicated to hide symptoms which would typically require the child to be kept at home until symptoms subside

Family/Community Visitors Mutual Respect Requirements

Students have the right to learn and teachers have the right to teach in a safe environment. Therefore, families and community members are expected to model the following behaviors while in the presence of children or on school property:

- Use appropriate language at all times, whether you are mad or having a casual conversation.
- Speak kindly and respectfully to all children and staff.
- Seek to resolve conflict and disagreements in private.
- Respect the privacy of all families. Please do not discuss children other than your own.
- Refrain from the use of tobacco and vaping products while on school property or in the presence of children. All Hazel Park Schools are smoke and vape free environments.

- Refrain from using threats, raising your voice or using intimidation when correcting your own child's behavior or when experiencing conflict with other adults.
- Refrain from confronting another parent regarding their child's behavior or conflicts between families. If you have concerns regarding conflicts between your child and other children in the program, please direct your concerns to the teacher or director.
- Dress appropriately. Please do not wear clothing that has inappropriate language or symbols while on school property.
- Leave dogs at home. No dogs are allowed on school premises or in vehicles during drop off and pick up times, and school hours, unless the dog is an approved therapy dog for the district.

All circumstances where adult behavior is perceived as threatening or disruptive to the emotional or physical safety of our children or staff will result in immediate and possibly permanent exclusion of the offending adult from our program.

At no time is any person permitted to carry any type of weapon, firearm or ammunition on school property or school event. Violation of this policy will result in immediate exclusion of the offending party.

Health Policies, Procedures, and Resources

Health Appraisal
As per Michigan child care center licensing, students are required to have a Health Appraisal completed and turned into the office within 30 days of their first day of school. If a child does not have their Health Appraisal on record 30 days after the child's first day of school, the child will not be able to return to school until the Health Appraisal is on file in the office. As a result, the child may be placed back on the waitlist. Health Appraisals can be completed at the Accension Health Center located at Hazel Park High School. For more information, visit the Hazel Park School District website: https://bit.ly/4bEaT3Lr/

Hearing and Vision Screening
Each year the Oakland County Health Department screens 4 year old students for vision and hearing. This is a requirement for Kindergarten. Parents will be notified of results.

Immunization Record
Michigan Law for child care centers and preschools requires every student enrolling in a Michigan school be properly immunized, or have a signed waiver from the health department. A parent notification letter may be sent regarding any needed immunizations. If the immunization record or signed waiver is not on file, in accordance with the law, shall not be permitted to attend school. The Oakland County Health Division has a free immunization clinic available to all ages, including adults. The clinics are located in Pontiac, Southfield and Walled Lake.

The immunization records of children born in Michigan from 1994 to present are in the Michigan Care Improvement Registry (MCIR). Many older children and adults are also in MCIR. You may request your own or your child's Official State of Michigan Immunization Record by contacting your physician's office or your local health department.

Parents/guardians seeking to obtain a nonmedical immunization waiver for their child(ren) who are enrolled in school or licensed childcare programs are required to attend an educational session, where they are provided with information about vaccine-preventable diseases and vaccinations. For more information go to Nonmedical Waiver Rule for Childhood Immunizations in School and Licensed Childcare Programs:

Illness/Undiagnosed Rash
The school may request certain children be excluded from school attendance if the child is thought to have a contagious illness or has an undiagnosed rash. The school will readmit the child when they are free of symptoms or receive written permission from the doctor. This is done for the protection of the child and the rest of the children in the school, and follows the guidelines provided by the Oakland County Health Department.

Health Guidelines

Staff will be alert to any unusual behavior in children that may signal illness. Whenever a child exhibits any of the symptoms listed below, staff will contact the parents to have the child picked up immediately. If the parent is unable to be contacted or does not come within 30 minutes, staff will begin calling other emergency contacts listed on the Child Information Record.

- Fever - The child must be 24 hours free of fever, without medication, before returning to school.
- Vomit/Diarrhea - The child must have a minimum of 24 hours free of vomiting or diarrhea before returning to school.
- Pink Eye Symptoms - The child must be treated with medication and may return with a doctor's note after 24 hours with no eye drainage
- Persistent Cough – A child who is coughing constantly and/or 'hard' will be excluded until cough is not as persistent.
- General Appearance of being Ill – A child who is not participating in activities, is very tired, unusually pale or has flushed skin, watery eyes and just appears to be too sick to be in school will be excluded until the child looks and feels well.

Notification of Sick Children Within the Classroom
Families will be notified of outbreaks of illnesses in individual classrooms. A note will be sent home with children. Classroom staff will be responsible for ensuring children do not return to the classroom until they are well enough as described as above. In the event of illness in the classroom, staff will pay particular attention to disinfecting toys and surfaces used by children.

ALL families are required to notify the school office of diagnosed communicable illnesses and/or rash or bump causing issues. Notification will be required for the following and more, as listed on the Oakland County Health Division Communicable Disease Reference Chart 2024:

- Bed Bugs
- Chickenpox
- Hand, Foot and Mouth
- Head Lice
- Impetigo
- Flu
- Pink Eye
- Pneumonia
- RSV
- Ringworm
- Scarlet Fever
- Strep Throat

Doctor's Note Requirement
A doctor's note for return to school may be requested at any time to ensure the health of all children and staff at Webster. This will be left to the discretion of the director.

Reporting to MDSS
The report of some conditions to the Michigan Disease Surveillance System (MDSS) or local health department is required within 24 hours if the agent is identified by clinical or laboratory diagnosis. Reportable Diseases in Michigan 2024.

Head Lice
The following policy was adopted by the Hazel Park Board of Education and is coordinated with the procedure of the Oakland County Health Department. Children with lice and/or nits are to be kept out of school (excluded).

The school will observe the following protocols regarding head lice.

- The student's parent/guardian is required to notify the school office if their child is suspected of having head lice.
- Infested students will be sent home following notification to the parent/guardian.
- The school will provide written instructions to the parent/guardian regarding appropriate treatment for the infestation.
- A student excluded because of head lice will be permitted to return to school only when the parent/guardian brings the student to school to be checked by the designated staff member and the child is determined to be free of the head lice and eggs (nits).
- Children may return when they are nit-free.

Handwashing
- Hands will be washed with soap and running water. Water basins, hand sanitizers and pre-moistened wipes may not be substituted.
- Have a clean paper towel available
- Turn on water to a temperature between 60 and 100 degrees F.
- Moisten hands with water and apply soap.
- Rub hands together vigorously until a soapy lather appears and continue for at least 10 seconds.
- Rub areas between fingers, around nail beds, under fingernails, jewelry and the back of hands.
- Rinse hands under running water until they are free of soap and dirt. Leave the water running while drying hands.
- Dry hands with a clean, disposable paper towel. Turn taps off with the paper towel.
- Dispose of the paper towel in a lined trash container.

CDC Guidance

Staff will use and actively teach children the hand washing procedure below in order to avoid spreading illness. Children and staff wash their hands before each meal, after using the bathroom, playing with animals, blowing their nose, before and after using the sensory table and any time hands are visibly dirty.

~~All circumstances where adult behavior is perceived as threatening or disruptive to the emotional or physical safety of our children or staff will result in immediate and possibly permanent exclusion of the offending adult from our program.~~

~~At no time is any person permitted to carry any type of weapon, firearm or ammunition on school property or school event. Violation of this policy will result in immediate exclusion of the offending party.~~

Children's Medication

State of Michigan Child Care Licensing Rule 400.8152 Medication Administrative Procedures states:

(1) Medication, prescription or nonprescription, must be given to a child by a child care staff member only.

(2) A child care staff member shall give or apply medication, prescription or nonprescription, only with prior written permission from a parent.

*Self-administration is not applicable for Webster ECC

(3) All medication must be in its original container, stored according to instructions, and clearly labeled for the named child, including all nonprescription topical medications described in subrule (8) of this rule.

(4) Prescription medication must have the pharmacy label indicating the physician's name, child's first and last name, instructions, name and strength of the medication, and must be given according to those instructions.

(5) A child care staff member shall keep all medication out of the reach of children and shall return it to the child's parent or destroy it when the parent determines it is no longer needed or it has expired.

(6) A child care staff member shall give or apply any prescription or nonprescription medication according to the directions on the original container, unless otherwise authorized by a written order of the child's physician. Our staff members will not give the first dosage.

(7) A child care staff member shall not add medication to a child's bottle, beverage, or food unless indicated on the prescription label.

(8) Topical non-prescription medication, including but not limited to diapering cream, triple antibiotic, sunscreen, and insect repellant, requires written parental authorization annually.

(9) A center shall maintain a record as to the time and the amount of medication given or applied, with the

exception of medications described in subrule (8) of this rule, on a form provided by the department or a comparable substitute approved by the department. One form per medication is required. The signature of the child care staff member administering the medication must be included.

Children requiring an epipen or inhaler/nebulizer at school WILL NEED THEIR MEDICATION BEFORE THE START of school and the required signed forms. A Medication Administration Authorization Form must be completed and signed by the parent and physician.

These are considered life saving medications and we cannot make any exceptions. Children indicated on the Health Appraisal as having a severe allergy where an epi-pen may be required or asthma where an inhaler/nebulizer may be required must have a letter from their doctor if the medication is not needed to be at school.

Accidents/Emergencies

When a child incurs a minor injury, staff will take the following steps:

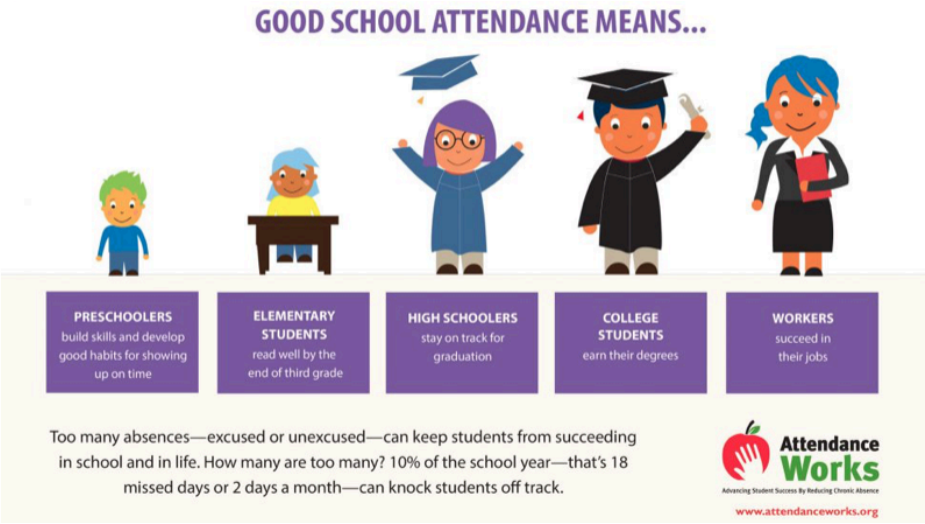
1. Immediate care is provided to the child
2. A phone call, written report (incident report), or both will be provided to the parent at or before dismissal on the day of the minor injury

When a child incurs a serious injury, staff will take the following steps:

1. A staff member calls 9-1-1 and then immediately phones any other required personnel that need to be notified when 9-1-1- is called, while the certified CPR/First Aid staff member remains with the injured child.
2. Ensure the scene is safe. If so, provide care and comfort to the injured child until EMS personnel arrive.
3. EMS personnel will determine if the injured party needs to be taken to the hospital.
4. The parents will be contacted by phone once the situation is under control. If the parents cannot be reached the next person on the emergency card will be contacted until either the program is able to talk with someone or all individuals have been phoned.
5. A staff member will ride in the ambulance if the parent is unable to do so.
6. Within twenty-four hours of the injury, a call will be made to the Department of Regulatory Services Licensing Division followed by a written report within three days of the injury.

Attendance Procedures

One of our program goals is to ensure that every student attends school regularly when healthy. For consistency of learning, please demonstrate appropriate attendance. We realize some absences are unavoidable due to health problems or other circumstances. Certainly, if your child is ill we do not want them in school as rest is what is best for a sick child.



Absent Procedure for Parents and Guardians
If your child will not be in attendance, please contact the school office at 248-658-5501 to inform them of the reason for your child's absence, the classroom teacher's name, and the reason for not attending. If no one answers, please leave a message.

Absent Procedure for Staff
The Lead Teacher or Associate Teacher is to check in with verbal communication to parents or guardians after the second day a child is absent. Only if unable to reach parents via phone call (2 attempts), send a message via the TSGold App or email. Email and verbal communication to parents or guardians may be required to request needed doctor's documents for the child's return to school.

Ongoing Absence Without Parent or Guardian Contact
If a child is absent and the program is not contacted by the parent or guardian, the program will attempt to make contact with the parent. If the program cannot make contact with the parent or guardian for 3 consecutive days, then a letter will be sent to the parent or guardian. If the program does not receive a response within 10 days of the date of the letter the child may be moved to the program's waitlist.

Bus Transportation

Families residing in Hazel Park School District may request bus transportation for certain programs. Let your child's teacher know if you are interested in having your child ride the bus. It is the responsibility of the transportation department to notify families of their pick up and drop off time. Families should be aware that the bus may arrive ten minutes before or after their child's scheduled time due to different reasons. Any issues regarding the bus must be discussed with the transportation department at 248-658-5948. However, you may notify the school office to make them aware of the situation. If your child is going to be absent from school, you must notify the transportation department and the Webster office.

Drive Through Drop Off And Pick Up

At the beginning of the year, each family will receive a car tag and a backpack tag that has a specific color and number. The car tag must be displayed from the rearview mirror. Some classes will enter through Door 1, and some through Door 2. Door 1 is at the front of the building off of West Jarvis. Door 2 is on the west side

of the building off of West End. To access Door 2, please use the circle drive, entering through the south entrance and exiting out the north exit. When you meet with your child's teacher at the beginning of the year, you will be assigned a door.

Please pull up when you can, and remain in your vehicle. Your child should remain buckled in their carseat until you are pulled up close enough for a staff member to come to your vehicle for your child. When it is time to pick up your child, please pull up when you can and remain in your vehicle. A staff member will bring your child to your vehicle.

If you are dropping off or picking up your child late, please go to Door 1 and ring the doorbell. We will be happy to help you.

If you have someone other than a parent picking up your child please notify the office. That person must be on your emergency contact list and have picture identification.

Picking Up your Child During the School Day

Parents/guardians should give the school advance notice if their student will be checked out early. At the elementary schools, no students can be checked out early after 2:30 PM. This policy is in place at the junior high and high school as well. Students should not be checked out early at the junior high after 2:15 or after 2:00 at the high school. It is disruptive to the classes and prevents important learning at the end of the day.

Visitors who are checking students out of school buildings early are required to show a picture ID and must be listed as an emergency contact on PowerSchool for that student. **The school must have prior notification (note or email/call from the email or contact number on file in the district's student information system) from the parent/guardian if a visitor/emergency contact is checking students out of the building.** Visitors who are not listed as emergency contacts in PowerSchool cannot check a student out of school.

Latchkey

Before and after care is available Monday through Friday. It will open at 6:30 am and your child will be picked up by the classroom teacher when it is time for their class to begin. Latchkey will open at 2:45. Your child will be dropped off by their teacher at dismissal time. All children need to be picked up before 6:00 pm. There will be no latchkey offered on non-school days. Please check the district website or contact our office at 248-658-5501 for more information and the cost of the latchkey program. DHS payments are accepted but must be in place before entering the program.

Child Clothing and Blanket

Clothing for Learning and Play
Preschool children learn best from hands-on exploration. Children will be provided many hands-on opportunities.

- Children should wear comfortable clothing to allow them to crawl and jump while strengthening their arm and leg muscles.
- Children should wear "play clothes". They will learn many developmental skills while "playing".
- No open toed shoes or flip flops. Sneakers that your child can easily take on and off are best.

While we take precautions to keep children clean, clothing may become messy at times. A change of clothing may be needed due to spills, messy play or bathroom accidents. Children should have a complete extra change of clothes in their cubby DAILY. Clothing is to be placed in a sealed and labeled plastic bag.

Cold Weather Outdoor Clothing Requirements
Your child will go outside every day. Outdoor play time is structured to be a healthy, educational and enjoyable time for children. Your child is required to be dressed in clothing that is appropriate for the weather conditions. If there is snow on the ground and/or the temperature outside is very cold, your child will need a snowsuit, hat, gloves or mittens, and snow boots.

Rest Time Blanket
Children will have a rest time each day. Children should bring a small blanket that fits in their backpack. Bedding must be taken home at the end of each week for laundering. Please be sure all items are labeled with your child's name.

Label
Each item must be clearly labeled with your child's first and last name or initials with class number.
If you are in need of any of these items please let your classroom teacher or program administrator know in advance. We will try our best to locate resources for you.

Behavioral Expectations and Conflict Resolution

General Behavior Expectations
We believe that children learn best in a well-ordered environment that is free from disruptions. To promote such an environment, the Early Childhood department, teachers and staff work together to help children to:

- Respect all persons and property
- Act in a courteous and cooperative manner
- Use acceptable and appropriate language
- Be safe and learn to act responsibly

Teachers will handle the majority of discipline within the classroom. Repeated and/or harmful behavior to others or self will be called to the attention of the Webster ECC Supervisor and parents will be notified.

Conflict Resolution/Discipline
Staff supports children as they begin to understand their behavior choices and learn acceptable ways to interact with others. The approach we use promotes and encourages self-regulation, self-direction,

self-esteem, and a spirit of cooperation. We use a six-step process to resolve conflicts. The steps are as follows::

1. Approach children calmly and stop any hurtful actions.
2. Acknowledge children's feelings.
3. Involve children in identifying the problem by gathering information.
4. Restate the problem in children's vocabulary.
5. Ask children for solutions and encourage them to choose one together.
6. Give follow-up support when children act on their decisions.

We encourage you to help us give children a consistent message by trying to use the six steps at home.

Staff is strictly prohibited from using these forms of punishment:

- Hitting, spanking, shaking, biting, pinching, or inflicting other forms of corporal punishment
- Restricting a child's movement by binding or tying him or her
- Inflicting mental or emotional punishment, such as humiliating, shaming, or threatening a child
- Depriving a child of meals, snacks, rest, or necessary toilet use
- Excluding a child from outdoor play or other gross motor activities
- Excluding a child from daily learning experiences
- Confining a child in an enclosed area, such as a closet, locked room, box, or similar cubicle

Family Involvement

Parent involvement is welcomed and encouraged. To establish and maintain a strong school-home connection which benefits children, we offer the following ways for families to be involved:

- Open House - Takes place at the school before your child starts the school year. This gives the parent and child time to get comfortable in their new classroom before their first official day.
- Parent Orientation - Takes place at the start of the school year to support relationships, invite input, share community resources, and encourage future involvement in program decision making.
- Volunteering in the Classroom - Talk with your child's teacher about how you can be involved as a volunteer. We provide support through our volunteer supervision policy. All school volunteers must complete the Volunteer Form, submit a copy of their picture ID, and have clearance before assisting at the school. For school-wide volunteer opportunities, please contact the supervisor.
- Parent-Teacher Conferences - Teachers work with families to schedule two parent-teacher conferences. Additional meetings may be arranged by the teacher or parent.
- Parent Advisory Meetings - two or more are scheduled to share program goals, share community resources, provide at-home learning resources and attain input related to program decisions. Data Analysis will take place with participation from parents, an administrator, and teaching staff to review program data and set goals.
- Parent Connection Meetings - The Great Start Collaborative hosts Parent Connection Meetings following the Parents Advisory Meetings. Dinner and child care are provided. A range of topics for parents are addressed.
- Family Events - Family events are part of the excitement for children who attend our school. Events will be announced in advance and the majority of events are scheduled on the calendar prior to the start of the school year.
- ESL and Bilingual Resources - Families and/or staff can obtain resources with the school district's bilingual department to provide support for families and children whose priority language is not English.

Referrals for Child and Family Needs

We strive to meet the individual needs of all children in the program. If documentation and/or observations result in a concern about a child's development, we will begin a process to follow up on that concern. If you have any concerns or questions about your child's development, please reach out to the building administrator at 248-658-5501.

The Individuals with Disabilities Act (IDEA) is a federal law that provides federal assistance to states and local school districts and that requires all public schools to make available a free appropriate public education (FAPE) to all children with disabilities. IDEA is also supported by a comprehensive set of federal regulations that are also legally binding on public schools.

A component of a public schools' obligation to provide FAPE is to ensure that the school has in place a system to support what is known as "Child Find". This typically involves students enrolled in the Hazel Park School District; however, this obligation applies to all children who reside within the boundaries of the District. This applies even if children are homeless, a ward of the state, enrolled in a private school, transient or home schooled, whether or not they are registered with the state or Oakland Schools.

*The Hazel Park School District has an obligation to "locate, evaluate, and identify" any child that has or is suspected of having a disability, or who may be in need of special education services.
*The Child Find process is a collaborative one with school personnel working in conjunction with parents to locate, evaluate, and identify children who may need special education and related services. Children in need of special education services or an accommodation for a disability should be identified in a timely manner. If the child is referred for a comprehensive evaluation, informed parental consent must be obtained prior to beginning the evaluation. The initial evaluation must be conducted within 30 school days of receiving parental consent for the evaluation.

Family Needs
Families may also need different forms of support. If there is a non-educational need that your family has, please notify a staff member. Staff will assist you in seeking the resources you need and follow up accordingly. Alternatively, there are a variety of resources and supports that can be accessed on the Hazel Park Schools website.

Cultural Competence Plan

The purpose of this plan is to be a starting point for improved cultural competence throughout Webster ECC.

Cultural competence is a key component to equity in high-quality early childhood education. The National Center for Cultural Competence states that "culture is an integrated pattern of human behavior, which includes but is not limited to – thought, communication, languages, beliefs, values, practices, customs, courtesies, rituals, manners of interacting, roles, relationships and expected behaviors of a racial, ethnic, religious, social or political group; the ability to transmit the above to succeeding generations; dynamic in nature" (National Center for Cultural Competence 2004, 4). Webster ECC strives to ensure cultural competence and is committed to evolving what that means to our program over time.

Understanding culture and developing cultural competence is important so that we all (i.e., students, staff, families) understand how we interact with individuals from different cultures. This understanding helps us

see our students and their families more clearly, and shape policies and practice in ways that will help our students to succeed. There are five basic cultural competence skill areas that Webster ECC staff seek to continue to develop (Adapted from Diller and Moule, Cultural Competence: A Primer for Educators, Thomson Wadsworth 2005):

1. Valuing Diversity - Accepting and respecting differences—different cultural backgrounds and customs, different ways of communicating, and different traditions and values.
2. Being Culturally Self-Aware - Culture, the sum total of an individual's experiences, knowledge, skills, beliefs, values, and interests, shapes an educator's sense of who they are and where they fit in their family, school, community, and society.
3. Dynamics of Difference - Knowing what can go wrong in cross-cultural communication and how to respond to these situations.
4. Knowledge of Students' Culture -. Educators must have some base knowledge of their students' culture so that student behaviors can be understood in their proper cultural context.
5. Institutionalizing Cultural Knowledge and Adapting to Diversity - Culturally competent educators, and the institutions they work in, can take a step further by institutionalizing cultural knowledge so they can adapt to diversity and better serve diverse populations.

Birthdays and Celebrations

We know that birthdays are important to every child and that children like to celebrate with their classmates. Classrooms will acknowledge children's birthday and special occasions on the message board. However, sending in a food treat to the classroom to celebrate can exclude those children who have food allergies, diabetes, celiac disease, or other dietary restrictions. We ask that you do not send any snack (or other item) on your child's birthday.

Nutrition Services

All meals will be fully compliant with the final rule for nutrition standards in the Child and Adult Care Food Program. Menus with noted food substitutions will be posted in a place visible to parents. If there is a need for a child to receive substitutions due to medical or religious reasons, a Request for Food Service Individualization and Adjustments Form must be submitted. The center will comply with rule 400.8330 (3) to ensure children with special dietary needs receive meals/snacks in accordance with the child's needs. Webster ECC Current Menus

Allergies or Special Diets
Food accommodation will be made by the program with documentation from the child's physician regarding allergies. An allergy action plan must also be filled out by a physician. All allergies requiring an epi-pen must have above documentations and medication form filled out by physician and turned in with an epipen BEFORE the child can attend school.

Children who have low frequency dietary needs (organic, kosher, vegan, etc.) will be allowed to supply snacks and meals for the child. Alternative snacks and meals supplied by families should be similar to what is being offered on the school menu and follow the CACFP. Families will be asked to sign a statement indicating they wish to provide food for their child because of family preferences (specific preference must be listed).

A child may have to be exposed to a food that is new 12 or more times before becoming comfortable with it. Through our family style dining approach, children will build relationships with each other while learning healthy eating habits. Families are NOT allowed to send in food for their child simply because the child does not like the food served or prefers something from home. Shared meals are an important part of the program and encourage children to try new foods with peers.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

Teaching Team

The teaching team in the GSRP classroom consists of two co-teachers who have extensive education in teaching your children. Lead teachers are required to possess at least a bachelor's degree in child development or early childhood education. Associate teachers are required to possess either an associate degree in early childhood or a child development associate credential (CDA). All teaching staff participate in a minimum of 24 hours of professional development per year.

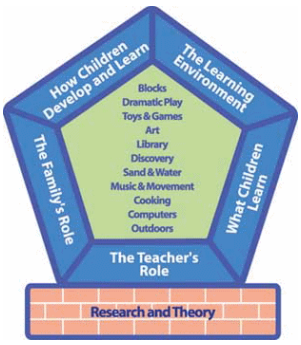
Lesson Plans

Teaching Teams meet daily to create lesson plans. They apply intentional teaching practices by:

- Planning developmentally appropriate activities
- Supporting and extending children's learning
- Providing materials that reflect children's interests, community events and curriculum content
- Actively engaging children through direct experiences in pursuit of shared learning goals
- Collaborate with families to create individual goals for children

Curriculum

Webster Early Childhood Center uses Creative Curriculum in all of the classrooms. This curriculum focuses on developmentally appropriate practices to create a positive learning environment that meets the needs of multiple learning styles. Several interest areas in the classroom are stocked with materials that focus on a theme or study, and also have resources to support learning in reading, writing, literacy, math, science and social studies. Through interactions and observations, teachers record anecdotal notes in the following areas of development and objectives to assess students' learning, and create lessons that meets the needs of all students:



- Social-Emotional
    - Regulates own emotions and behaviors
    - Establishes and sustains positive relationships
    - Participates cooperatively and constructively
- Physical
    - Demonstrates traveling skills
    - Demonstrates balancing skills
    - Demonstrates gross-motor manipulative skills
    - Demonstrates fine-motor strength and coordination

- Language
    - Listens to and understands increasingly complex language
    - Uses language to express thoughts and needs
    - Uses appropriate conversational and other communication skills
- Cognitive
    - Demonstrates positive approaches to learning
    - Remembers and connects experiences
    - Uses classification skills
    - Uses symbols and images to represent something not present
- Literacy
    - Demonstrates phonological awareness, phonics skills, and word recognition
    - Demonstrates knowledge of the alphabet
    - Demonstrates knowledge of print and its uses
    - Comprehends and responds to books and other texts
    - Demonstrates writing skills
- Mathematics
    - Uses number concepts and operations
    - Explores and describes spatial relationships
    - Compares and measures
    - Demonstrates knowledge of patterns
- Science and Technology
    - Uses scientific inquiry skills
    - Demonstrates knowledge of the characteristics of living things
    - Demonstrates knowledge of the physical properties of objects and materials
    - Demonstrates knowledge of Earth's environment
    - Uses tools and other technology to perform tasks
- Social Studies
    - Demonstrates knowledge about self
    - Shows basic understanding of people and how they live
    - Explores change related to familiar people or places
    - Demonstrates simple geographic knowledge
- The Arts
    - Explores the visual arts
    - Explores musical concepts and expression
    - Explores dance and movement concepts
    - Explores drama through actions and language
- English Language Acquisition
    - Demonstrates progress in listening to and understanding English
    - Demonstrates progress in speaking English

Sample Daily Routine

Children learn concepts of time, self-regulation skills, trust, a sense of order and safety from following a consistent daily routine. The following parts of the day occur in the same order each day. The daily schedule for each classroom will be posted in the hallway.

Greeting Time/ Message Time	8:15-8:30
Breakfast Time	8:30-8:50
Outside Time	8:50-9:30
Read Aloud	9:30-9:50
Planning Time	9:50-10:00
Work Time	10:00-11:00
Clean-Up Time	11:00-11:10
Recall Time	11:10-11:15
Lunch Time	11:15-11:45
Outside Time	11:45-12:15
Small Group Time	12:15-12:45
Read Aloud	12:45-1:00
Rest Time	1:00-2:15
Snack Time	2:15-2:45

Child Assessments

Hazel Park GSRP collaborates with Oakland Intermediate School District to provide a free on-line developmental screening for all children. Each family will be asked to complete an Ages and Stages Questionnaire online for child development and social development. The data entered by families will then be scored by the computer and the results will be forwarded to the family and the child's teacher. The results of ASQ-3 and ASQ-SE-2 will be shared with families and teachers will use to plan lessons. Sometimes the results suggest for the child to be re-screened again after 60 days or referred for further evaluation with the school district special education department.

Children's progress is assessed four times throughout the school year using the Teaching Strategies GOLD assessment tool. Teachers intentionally record what they see children saying and doing in the 38 learning objectives listed under the Curriculum section of this handbook. Parents are informed of a child's developmental progress at family conferences and the second home visit and given a report card.

Program Assessment

Oakland Schools assigns Early Childhood Specialists to classrooms for the school year. Early Childhood Specialists meet with teachers at the beginning of the school year to introduce themselves and answer any questions. Within the first two months of school they will evaluate the classroom teaching and program operations using the county approved fidelity tool. They arrive before the students, stay the entire time students are in session and stay afterwards to observe team lesson planning. Teaching teams then meet with Early Childhood Specialists to go over results and create goals. Mid-year Early Childhood Specialists and the teaching team meet again to discuss how they are progressing on their goals. A final observation by the Early Childhood Specialists is held at the end of the year. The results of the program evaluations are shared with families at the Family Advisory Meeting and those in attendance will collaborate with staff for continuous program improvements.

In addition, Hazel Park Schools policy for all staff observations and evaluations are followed throughout the school year, providing coaching, support and resources for classrooms.

Home Visits and Family Conferences

All of our classrooms require two home visits per school year, one in the fall and one in the spring. Families will be contacted prior to school starting or as soon as possible to schedule the first home visit. Our first home visit provides the teaching staff an opportunity to greet the child and their family in their home where they are most comfortable. Teachers will review paperwork needed, share important information about the classroom, provide ideas to transition from home to school and provide a developmentally appropriate activity. Staff will make every attempt to schedule home visits at a convenient time for the family. The second home visit is scheduled in June to transition families from school to home, and transition to elementary school for the next school year. Teachers will discuss your child's progress throughout the school year, share their portfolio and provide a summer packet of activities for families to do with their child throughout the summer.

Family conferences are scheduled two times throughout the school year. Teachers will reach out to each family to schedule a time for their conference. You will be given a report card and samples of your child's work. We expect each family to partner with us to maximize your child's learning experience and prepare them with the necessary skills for kindergarten readiness.

What to expect during a Home Visit and Family Conference:

1. Teachers will begin by asking "Are there any family changes, concerns or celebrations you would like to share with us?"
2. Review Emergency Card, make necessary changes and initial/date at the bottom
3. Discuss child's strengths and interests
4. A report card will be printed and discussed regarding individual child's development.
5. Portfolio is compiled throughout the school year with children's work and photos to share with families.
6. Create and Review Child's Educational Goals
7. Handouts with activities for families to do with children
8. Teachers will end the conference asking "Do you have any questions in regards to your child or the Creative Curriculum?

Outdoor Play

Children go outside for a minimum of sixty (60) minutes a day. Some classrooms have two outside times, thirty (30) minutes each. Research shows there are many health benefits to playing outdoors. It improves distance vision, promotes social skills among peers and adults, increases attention span, reduces stress and provides vitamin D. Please dress your child appropriately based on the weather and your child's outside time listed on their daily schedule outside of the classroom. In the winter we will go outside as long as the temperature is 21 degrees or above and it is not raining. Your child will need a warm coat, snow pants, boots, hat and gloves. Talk to your child's teacher if you are in need of assistance regarding any of these items.

Rest Time

All children will be provided with a mat on which to rest. Families are welcome to provide their child with a small blanket. Talk with your child's teacher if you would like to bring other rest items for your child. Please remember to label all items sent to school. Rest items provided by families will be sent home at the end of each week for laundering.

Transitioning into rest time, children are encouraged to gather their rest time belongings and place them on their mat. The lights dimmed and soft music may be played. Rest time is scheduled to last no longer than one hour. Children that do not rest are welcome to participate in a variety of quiet activities on a mat, or at a table. After an hour, the lights are turned on and children are encouraged to return their mats to the cart. Children that are still resting will be gently encouraged to wake up but not forced to get up.

Toileting

Each classroom has a bathroom inside the room for children to use. Children are able to use the toilet whenever they need to without having to ask. Most children are "potty trained" prior to the start of school. However, some children still need help. Teachers will work with families to "potty train" children and create a plan to follow at home and at school. GSRP requests families provide a change of clothing in their child's backpack daily. Soiled clothes will be changed immediately without judgment expressed regarding the accident. At the end of the day families will be notified soiled clothes are in their child's backpack so they can be removed and washed.

Classroom Cleaning

Every staff member is responsible for keeping the entire classroom clean, orderly and pleasant looking daily. The room should be ready for the next day at the closing of each night. Custodians will clean the floors and bathrooms daily. All door knobs, rest time mats, play equipment and surfaces used by children will be cleaned and sanitized regularly using the method below. In the event of an illness, sanitation will occur immediately.

Step 1: Sprayed with soapy water and wiped clean with paper towels.
Step 2: Sprayed with water and wiped clean with paper towels.
Step 3: Sprayed with a solution of bleach water and wiped with clean paper towels.
(Note: bleach water must be replaced daily and should be tested to ensure that it is at food service strength.)

Early 5s or Kindergarten Transition

Kindergarten Transition
Families will be notified as soon the Kindergarten Open House dates are set. Children who turn five before September 1, will be eligible for kindergarten in the fall after their school year. During your child's Spring Parent/Teacher Conferences, the Early 5s and Kindergarten options will be discussed. Contact the Early Childhood Supervisor for additional information and guidance.

Complaint Procedure

We strive to provide a positive, nurturing environment for all. It may occur that an employee makes decisions or performs in a manner with which others disagree. Family and community members are asked to follow the district's communication procedure, outlined in the student handbook, to address questions or concerns. The Student Handbook can be found on the Hazel Park School District website.

SIGN AND RETURN

Hazel Park Staff Welcomes You to our Program

I have read the Webster Early Childhood Family Handbook. I understand my rights and responsibilities as presented in the handbook. I agree to abide by all the Hazel Park policies.

- Complete all enrollment paperwork as soon as possible.
- Complete ASQ-3 and ASQ-SE parent questionnaires.
- Turn in Health Appraisal form completed by physician within 30 days of first day of school.
- Update Emergency Information Record in the school office.
- Notify teaching staff of any health concerns, allergies or special diets immediately. Complete and return required forms for medication and/or accommodations.
- Send your child to school Monday-Friday at their classroom's designated time.
- Notify the office when your child will be absent before 8:30 a.m.
- Keep your child home when they are ill.
- Sign your child in and out daily and notify teaching staff of any changes.
- Schedule and meet teaching staff for two home visits and two family conferences.
- Follow the Family/Community Visitor Mutual Respect Policy.
- Follow parking guidelines listed.
- Follow birthday and special occasion policy.
- Attend Family Meetings and Advisory Board Meetings, if possible.
- Collaborate with Webster Early Childhood staff to successfully transition your child from home to school at the beginning of the school year and from preschool to elementary school at the end of the school year.

"When families, school and community work together to support learning, children tend to do Better in school, Stay in school longer, And Like school more."
Anne Henderson & Karen Mapp

Child's Name:_____ Teacher Name_____

Parent or Guardian Signature: _____ Date: _____

HAZEL PARK SCHOOLS

Hazel Park Schools

Employee Handbook

2025-2026

TODAY'S LEARNERS, TOMORROW'S LEADERS

WELCOME

Dear Hazel Park Schools Employees,

We would like to welcome you as an employee of Hazel Park Schools. We are excited and honored to have you as a member of our family and community of Hazel Park Schools. We are confident that you will find supporting the students of Hazel Park as rewarding as we do.

In Hazel Park we are dedicated to serving over 3000 students as they move through many pathways to adulthood. In addition to your specific role in education, you will be working with many different amazing staff members who make up this amazing Hazel Park education staff. Thank you for joining us.

The employee handbook brings together our standard practices all in one place, the expectations and conduct for staff as well as the District wide practices, policies and procedures. The most up to date handbook can always be found on the Human Resource tab on Hazel Park website. You are expected to carefully read the Employee Handbook and meet all expectations outlined in this document. If you have any questions or concerns about the information contained within this document, please do not hesitate to reach out to your building administrator or the central office.

Hazel Park School District respects the major role each and every one of you play each day in the lives of our students. Thank you for all that you do!

With Students in Mind,

Amy Kruppe, Ed.D.
Superintendent
Hazel Park Schools

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Today's Learners Tomorrow's Leaders

VISION

Inspire and empower all learners.

MISSION STATEMENT

The Hazel Park School District in collaboration with all stakeholders prepares and supports students for the future.

BELIEFS

- The school district supports the social, emotional, physical, and academic needs of each child in a caring, healthy, and safe environment.
- All students have the ability to learn.
- A culture that celebrates diversity promotes equity.
- Student achievement and social emotional learning are at the core of every decision.
- Students are successful when staff, families and community are engaged and support learning.
- Research based curriculum, aligned with state standards is the foundation for high quality instruction.
- Student driven learning environments foster self-efficacy and individual ownership of learning.
- Student success is fostered and supported through multiple pathways toward graduation.

GOAL STATEMENTS

School 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.

Curriculum & Instruction

The Hazel Park School District will develop innovative, independent and persistent learners who think critically, communicate effectively, and positively influence the local and global community.

Community Relations

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

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.

GENERAL INFORMATION

This section of the Handbook contains reference information that you may find helpful

BOARD OF EDUCATION

Beverly Hinton - President	beverly.hinton@myhpsd.org
Deborah Laframboise- Vice President	deborah.laframboise@myhpsd.org
Heidi Fortress - Treasurer	heidi.fortress@myhpsd.org
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Monica Rattee - Trustee	monica.rattee@myhpsd.org
Nathan Becker - Trustee	nathan.becker@myhpsd.org
April Beaton - Trustee	april.beaton@myhpsd.org

CENTRAL OFFICE ADMINISTRATION

Hazel Park Public Schools
1620 E Elza, Hazel Park, Michigan 48030
(248) 658-5200

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Assistant Superintendent of Teaching & Learning: Dr. Stephanie Dulmage	stephanie.dulmage@myhpsd.org
Executive Director of Student Support Services: Dr. Megan Papasian-Broadwell	megan.papasian-broadwell@myhpsd.org
Director of Business: Crystal Mubarak	crystal.mubarak@myhpsd.org
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Director of Communications: Chuck Pleiness	chuck.pleiness@myhpsd.org
Director of Technology: Bradley Wilkins	bradley.wilkins@myhpsd.org
Student Services Supervisor: Kevin Knoblock	kevin.knoblock@myhpsd.org
K-12 Teaching and Learning Supervisor: Julie Kaminski	julie.kaminski@myhpsd.org
Community Schools Director: Karla Graessley	karla.graessley@myhpsd.org

REGULAR BOARD OF EDUCATION MEETINGS

Meetings are held monthly at the Ford Administration Center at 1620 East Elza. A schedule of meetings is available on the Hazel Park Schools website at www.hazelparkschools.org or from the Administrative Central Office. Community residents and staff members are always encouraged to attend and participate at Board meetings.

Board meetings agendas and minutes are available on the district website under Board of Education. Public Notices of meetings are posted at the Ford Administration Center at 1620 East Elza on the front door and on the Hazel Park Schools Website under Board of Education. Public notice of regular meetings are posted at least 18 hours before a Board meeting, however, board meeting agendas can be changed at the discretion of the board at the table.

HOW TO PARTICIPATE

If you would like to address the Board during its public meeting, you may do so during the public comment section of the agenda. Request cards are available at the meeting and must be completed in order to be included in public comment. Public comment must follow the guidelines set forth in board policy po0167.3.

HOW TO WRITE TO THE BOARD

Letters from residents and staff may be addressed to the Board of Education and mailed to the Administrative Central Office at 1620 East Elza, Hazel Park 48030. Letters can also be forwarded to the Board in their weekly letters or in the Board of Education packet.

BOARD OF EDUCATION ELECTIONS

Board members are elected at the bi-annual school elections after the first Monday in November every other year. Trustees are elected to four year terms on a rotation basis. No more than four vacancies occur at the same time, except when a seat vacated in mid-term must be filled for less than four years. Board members serve for a $40 a month compensation. To qualify to run for the Board of Education, you must be a citizen of the United States, a resident of the school district and the state of Michigan for at least 30 days preceding the election, and a registered voter.

Complete information on Board candidacy requirements and petitions can be obtained from the Oakland County Director of Elections (Oakland County Clerk's Office, 1200 North Telegraph, Pontiac, Michigan 48341).

BOARD POLICIES

The Hazel Park Board of Education Policy Manual is available online. Board Policies

If you have any questions, please contact:

Jamie Buczko
Administrative Assistant to the Superintendent
jamie.buczko@myhpsd.org
(248) 658-5220

EMPLOYEE HANDBOOK AND PERSONNEL FORMS

This handbook and most forms that employees need are available online at the district website, www.hazelparkschools.org

Any conflict between the Employee Handbook and Board Policy, Board Policy will supersede.

Some quick links to various departments are listed below.

Business Office

If you have any questions, please contact:

Monica Papasian
Assistant Superintendent of Business and Operations
monica.papasian@myhpsd.org
(248) 658-5217

Crystal Mubarak
Director of Business
crystal.mubarak@myhpsd.org
(248) 658-5213

Human Resources

If you have any questions, please contact:

Kristy Cales
Director of Human Resources
kristy.cales@myhpsd.org
(248) 658-5241

Nancy Anderson
Human Resources Specialist
nancy.anderson@myhpsd.org
(248) 658-5201

BARGAINING UNIT CONTRACTS

All bargaining unit contracts are available online.

- Go to the district website at www.hazelparkschools.org
- Click on the box on the far right that says “Transparency Reporting” https://dashboard.eidexinsights.com/Hazel-Park/
- Click on “Current Bargaining Agreements”
- Union Leadership:

American Federation of State, County, & Municipal Employees **(AFSCME)**
Raymond Brew, Union Representative
Patrick Wright, Union Representative

Hazel Park Association of School Administrators **(HPASA)**
Dr. Michelle Krause, Union Representative

Kendal Smith, Union representative

Hazel Park Education Association **(HPEA)**
Monica Gregory, Union Representative

Hazel Park Paraprofessional Association **(HPPA)**
Joan Rybinski, Union Representative

Secretaries (**Teamsters 214**)
Ashleigh Pylak, Union Representative

INCLEMENT WEATHER PROCEDURES

When Hazel Park Public Schools are closed due to inclement weather, all facilities will be closed, and all day, after-school, and evening programs, including sports, will be canceled. We will do everything possible to give notice the evening before regarding school closings. Please check your email, the Hazel Park Schools website or the news for school closings. If you are a staff member who travels far or leaves very early, make sure that you email the Hazel Park Superintendent amy.kruppe@myhpsd.org or call at 248-904-8170 to determine if school is canceled before you leave your home.

PERSONAL ITEMS AND VALUABLES

Hazel Park Public Schools does not assume responsibility for personal items and valuables which are lost, stolen, damaged or destroyed. Please keep valuables at home or locked in a workspace.

ID BADGES / ENTRY SWIPE CARDS

All employees will be issued an ID Badge, Entry/Swipe Card and a Centegix badge. All employees are required to wear these items while working in the district, the initial badges will be provided to the employee from HR.

ID Badges and Swipe Cards are never to be loaned to another person whether they are an employee or a student. ID Badges and Swipe Cards must be surrendered upon termination of employment. If your ID Badge or Swipe Card is lost, please notify the Director of Technology immediately. All employees are required to sign the HP Swipe Card Agreement. Please note there is a $10 fee for lost Swipe Cards

To obtain your ID and Swipe Card, please contact

Bradley Wilkins,
Director of Technology
Bradley.wilkins@myhpsd.org
(248) 658-5231

Teachers and Ancillary Staff are issued a District laptop. These will be assigned specifically to the staff member and should never be loaned out to someone else. There is a form that is required to be signed and kept on file to receive the district laptop. It goes over responsibility of the device and what to do should it become lost/stolen. While in possession of the device it is still solely 100% a district device and can be collected at any time.

For **TECHNOLOGY** issues, employees have the following options to submit a ticket:

- To submit a ticket for technology issues email helpdesk@myhpsd.org

Help Desk: In-District: 5555

STAFF POWERSCHOOL

For Staff PowerSchool issues, contact:

Sarah Bean
sarah.bean@myhpsd.org
(248) 658-5232

STAFF PROFESSIONAL LEARNING MANAGEMENT (PLM)

For PLM issues, contact:

Linda Yates
Linda.Yates@myhpsd.org
(248) 658-5223

All professional development will be tracked and submitted through Frontline Professional Growth PLM, which is a software system that tracks and manages professional learning for teachers, staff and administrators. Your login for PLM is the same as any of your Frontline accounts, you will see Professional Growth as a choice in the upper left corner in Frontline. It is your responsibility to view Frontline PLM to see the listing/calendar of professional learning. Click this link to review the directions for use of the PLM system.

HAZEL PARK SCHOOL DISTRICT PHONE AND VOICEMAIL INSTRUCTIONS

Directions on how to use the Hazel Park School District phones can be found by clicking the links below:

Hazel Park Phone Directions

Hazel Park Voicemail Directions

HAZEL PARK SCHOOLS PRINCIPAL CONTACT INFORMATION & LOCATION

Edison School
1650 Mapledale
Ferndale, MI 48220
Phone: (248) 658-5403
Fax: (248) 544-5264
Principal: Dr. Michelle Krause
michelle.krause@myhpsd.org

Hazel Park High School
23400 Hughes
Hazel Park, MI 48030
Phone: (248) 658-5100
Fax: (248) 544-5389
Principal: Tammy McHenry
tammy.mchenry@myhpsd.org

Hoover Elementary School
23720 Hoover Avenue
Hazel Park, MI 48030
Phone: (248) 658-5300
Fax: (248) 658-1131
Principal: Debbie Dimas
debbie.dimas@myhpsd.org

United Oaks Elementary School
1001 E Harry Avenue
Hazel Park, MI 48030
Phone: (248) 658-2400
Fax: (248) 542-3530
Principal: Lisa Bernys
lisa.bernys@myhpsd.org

Webster Early Childhood Center
431 West Jarvis Avenue
Hazel Park, MI 48030
Phone: (248) 658-5550
Fax: (248) 544-5424
Supervisor: Heather Agueros
heather.agueros@myhpsd.org

Hazel Park Advantage Alternative School
1620 E Elza Avenue
Hazel Park, MI 48030
Phone: (248) 658-5280
Fax: (248) 544-5391
Principal: Kendal Smith
kendal.smith@myhpsd.org

Hazel Park Junior High School
22770 Highland Avenue
Hazel Park, MI 48030
Phone: (248) 658-2300
Fax: (248) 586-5875
Principal: Carla Beach
carla.beach@myhpsd.org

Jardon Vocational School
2200 Woodward Heights Avenue
Ferndale, MI 48220
Phone: (248) 658-5950
Fax: (248) 544-5292
Interim Principal: Heidi Kunz
heidi.kunz@myhpsd.org

Webb Elementary School
2100 Woodward Heights Avenue
Ferndale, MI 48220
Phone: (248) 658-5900
Fax: (248) 544-5316
Principal: Corri Nastasi
corri.nastasi@myhpsd.org

Hazel Park Schools District Map

1. **Administration Building**
   1620 E Elza
   Hazel Park, MI 48030
   248-658-5200

2. **Hazel Park High School**
   23400 Hughes
   Hazel Park, MI 48030
   248-658-5100

3. **Hoover Elementary**
   23720 Hoover
   Hazel Park, MI
   248-658-5300

4. **Webb Elementary**
   2100 Woodward Heights
   Ferndale, MI 48220
   248-658-5900

5. **Edison**
   1650 Mapledale
   Ferndale, MI 48220
   248-658-5400

6. **Hazel Park Junior High**
   22770 Highland
   Hazel Park, MI 48030
   248-658-2300

7. **Jardon**
   2200 Woodward Heights
   Ferndale, MI 48220
   248-658-5950

8. **United Oaks Elementary**
   1001 E. Harry
   Hazel Park, MI 48030
   248-658-2400

9. **Webster Early Childhood Center**
   431 E. Jarvis
   Hazel Park, MI 48030
   248-658-5550

10. **INVEST Roosevelt High School**
    24131 S Chrysler Dr,
    Hazel Park, MI 48030
    (248) 399-7033

11. **Hazel Park Advantage Alternative School**
    1620 E Elza
    Hazel Park, MI 48030
    248-658-5282

CALENDARS

A district calendar of all events can be found here: District Calendar

Individual calendars for each program by school can also be found on the district website or by clicking on the program link below:

Table in place for calendar links for 25/26 once approved:

PURCHASING OF SUPPLIES, MATERIALS AND EQUIPMENT

The Director of Business and Operations is responsible for all supplies and equipment necessary for the operation of the District's facilities.

Staff wishing to purchase supplies, materials, equipment, etc. will submit a request to their supervisor. The request should be submitted using the **HP Purchase Request** form located here at Business Office Forms. This form is to be completed and submitted to their supervisor for processing.

Staff who are provided a district-issued purchasing card (P-Card) will keep the card secure at all times. Staff will not share the P-Card with others. Sales tax on purchases will not be paid unless prior approval is received from the Business Office. Purchases not substantiated with a receipt will be considered a personal purchase and will be deducted from the employee's paycheck. Intentional misuse of the P-Card will result in discipline up to and including dismissal. P-Card reconciliation is completed through the P-Card website and should be completed and submitted to the business office by the 10th of every month.

Please see Board of Education Policy Article VI. Finances, Section 8 for more detail.

CRISIS RESPONSE PLAN

A Crisis Response Plan and Team have been established to assist in managing tragedies that have significant impact on the workplace/schools, i.e., student or staff deaths, critically ill or injured students/staff, terminal illness, natural disasters, hostages, or abduction situations. All crises are reported to the Superintendent. During a crisis, staff are **NOT** to communicate with the media.

It is the staff's responsibility to review the emergency procedures in the building and review the available video's to maintain safety in the school.

PAYROLL INFORMATION

This section of the Handbook contains information about how and when employees are paid, as well as other payroll practices.

For Payroll Questions, please contact:

Julie Drew
Payroll Specialist
payroll@myhpsd.org
(248) 658-5214

COMPENSATION & FAIR LABOR STANDARDS ACT

Hours of work, level of compensation and benefit eligibility can be found in each employee's employment contract, collective bargaining agreement or salary notice. For employees not covered by a collective bargaining agreement, annual salary adjustments, if awarded, are generally effective on July 1, or on an alternate date determined by the Board of Education. Salary adjustments will be made in accordance with the budget position of the District and may not occur on an annual basis. Staff should be aware that they are responsible for reviewing their pay stub to confirm that they have received the correct number of pays along with ensuring that sick and personal days are properly calculated.

The FLSA establishes minimum wage, overtime pay, recordkeeping, and youth employment standards affecting employees in the private sector and in Federal, State and local governments. Covered nonexempt workers are entitled to a minimum wage of not less than **$10.33** for the year 2024. Overtime pay at a rate not less than one and one-half times the regular rate of pay is required after 40 hours of work in a workweek.

It is the Board of Education's policy to comply with the provisions of the Fair Labor Standards Act (FLSA) and its implementing regulations. The Board will pay at least the minimum wage required by the FLSA to all covered, non-exempt employees. Non-exempt employees are hourly employees, or salaried employees who do not qualify for a professional, administrative, computer or executive exemption under the FLSA. Teachers are generally exempt, even if they are paid on an hourly basis.

Non-exempt employees who work more than forty (40) hours in a given work week will receive overtime pay in accordance with the FLSA for all hours worked in excess of forty (40).

Non-exempt employees who work overtime without prior approval from the Superintendent or a supervisor may be subject to disciplinary action up to and including termination.

The work week is established as Sunday to midnight Saturday.

To the extent that an employee's individual contract or collective bargaining agreement provides for greater benefits than mandated by the FLSA, the contract or bargaining agreement will be honored.

Fair Labor Standards Act (FLSA) Department of Labor (FLSA)

PAY DAY

Payroll is issued bi-weekly on Friday. The annual pay date schedule is available online and in the Business Office Forms link on the website. You can find the pay date schedule located at Payroll Forms labeled **HP Pay Date Schedule 2025-2026**. This schedule will not only indicate the pay date but also when timesheets and extra items are due for reimbursement.

Pay Stubs are available through **Employee Online (EO)** which is available at this link:
https://hazelpark.mipeer.org/BusinessPLUS/employeeonline/CheckStub
Please note, you must be logged in under your HPS google account to access the information.

TIMEKEEPING

The work week, for purposes of computation of earnings, will start on a Sunday and end on the following Saturday. Electronic timesheets are available here Payroll Forms. The timesheet is labeled **HP Timesheet**. The District follows a pay date schedule which is also located with the Payroll Forms labeled **HP Pay Date Schedule 2025-2026.**

Timesheets should be submitted within 30 days of the completion of the work, with the further understanding that any request for payment must be submitted within the same school year in which the work is done. Work done in June of a school year must be submitted within two pay periods of the end of June of that same school year. The district shall not be required to pay employees who fail to submit timely requests for payment for extra hourly assignments. The district shall pay within two pay periods any time submitted via a time sheet.

Fair Labor Standards Act (FLSA) Department of Labor (FLSA)

REIMBURSEMENTS

Any requests for reimbursements must be made in writing with the HP Employee Reimbursement Form. Reimbursements should be submitted within 30 days of the expense and include any receipts or proof of payment.

OVERTIME

Overtime pay will be administered in accordance with the Fair Labor Standards Act and any applicable collective bargaining agreement. Overtime must be pre-approved by the employee's immediate supervisor in advance of the work being performed. A timesheet is necessary to be approved by the employee's immediate supervisor and submitted to the business office.

Fair Labor Standards Act (FLSA) Department of Labor (FLSA)

CALAMITY DAYS AND PAY

When the District or building facilities are closed because of emergency/weather situations, employees should report to work unless otherwise directed. Employees subject to a contract or collective bargaining agreement will be compensated as provided therein.

PAYROLL DEDUCTION

The Board of Education shall provide, through its Payroll Office, payroll deductions for the purposes outlined in collective bargaining agreements, as a service to District employees. The Board shall not assume any obligation, financial or otherwise, arising out of the provisions of this section. The individual employee shall indemnify and hold the Board and its payroll staff harmless for any and all claims, grievances, arbitrations, awards, suits, attachments, or other proceedings arising out of or by reason of any action with respect to any payroll deduction of funds.

CHANGE OF STATUS

If your status changes as a result of marriage, divorce, or dependent status, you may need to complete a new W-4 Federal Tax Form and a new W-4 State Tax Form. You may also need to change your beneficiary with the Michigan Public School Employees Retirement System (MPSERS) miAccount Information. You can change the status of your exemptions in **Employee Online (EO**) which is at this link https://hazelpark.mipeer.org/BusinessPLUS/employeeonline/CheckStub and you must update your W-4 with a paper document located at this link Payroll Forms The appropriate forms are Labeled **Federal W-4 2025** or **Michigan W-4 Form**. No changes will be made to your file until the proper paperwork is received by the Business Office.

CHANGE OF NAME

If your name changes due to marriage, divorce or other reason, **you must present your new Social Security card** (no photocopies) reflecting your new name to the Human Resources Department, in order for the change to become effective. There are no exceptions.

CHANGE OF ADDRESS OR PHONE NUMBER

It is important that the District always maintains accurate information with respect to an employee's home address and phone number. This information is necessary for emergency contacts as well as for insurance information and other items. It is the responsibility of the employee to advise the **Human Resources Office** and employee's supervisor of any changes of address or phone number, the following form may be used HP Change of Name-Address. Phone numbers that are "unlisted" will be considered confidential upon an employee's written request and distributed only to appropriate administrators. Address changes and phone numbers can also be conducted in the Employee Online (EO) portal linked here https://hazelpark.mipeer.org/BusinessPLUS/employeeonline/CheckStub

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CHANGE OF STATUS - HEALTH BENEFITS

If you receive health benefits and your status changes as a result of a qualifying life event, please contact Nancy Anderson at (248) 658-5201 and/or nancy.anderson@myhpsd.org, so that new forms may be provided for completion. New forms must be filed within **30 days of the qualifying event** in order for the change to become effective. Changes to benefits are only allowed due to qualifying life events or at the district administered open enrollment annually. Change of address or contact information can be performed on the mymessa website at any time. The form can also be found here: MESSA Enrollment Form

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MILEAGE REIMBURSEMENT

Eligible mileage shall be paid at the current per mile rate established by the Internal Revenue Service (IRS). Mileage will be reported on the Mileage Report form and will be based on the number of miles to and from the District and the travel destination, not from the employee's home address. The mileage form can be located here Payroll Forms and is labeled **HP Mileage Form** as of January 2025.

GARNISHMENTS

Hazel Park Public Schools must comply with all writs of garnishment it receives. If we receive a writ of garnishment requiring us to withhold and pay a portion of your wages to a court, you will be notified before any deductions are taken from your paycheck. Information about the garnishment will be held in confidence.

PERSONNEL POLICIES AND PRACTICES

Terms and conditions of employment are contained in an employee's individual contract, applicable collective bargaining agreement or conditions of employment. Unless provided otherwise in the contract, collective bargaining agreement or conditions of employment, Hazel Park Public Schools has an "*at-will"* relationship with its employees. Hazel Park Public Schools retains the right to terminate the employment of any at-will employee with or without cause and with or without notice.

PERSONNEL FILES

Hazel Park Public Schools maintains a cumulative Personnel File for each employee. These files are maintained by the Human Resources Office. This record contains pertinent information on each employee including, but not limited to, performance evaluations, disciplinary records, certificates and licenses, job applications, and other information. Under the Bullard-Plawecki Employee Right to Know Act of 1978 (PA 397), employees are able to inspect their personnel records upon request to the Human Resources Office. If you wish to examine your file, you may do so during normal business hours by appointment.

If you have questions, please contact:

Director of Human Resources
kristy.cales@myhpsd.org
(248) 658-5200

It is important to know that as public employees, certain information contained in your personnel record may be subject to public disclosure. The Bullard-Plawecki Act defines what constitutes a personnel record, limits its use and places restrictions on disclosures to third parties.

EMPLOYMENT DOCUMENTS REQUIRED

- **Application:** A completed, signed application must be on file
- **Federal Income Tax Withholding Form:** W-4 FEDERAL Tax Form
- **State Income Tax Withholding Form:** W-4 STATE Tax Form
- **Immigration Form (I-9):** The United States Department of Justice requires every employee to complete an I-9 form to verify employment eligibility. Supporting documents are required, such as a driver's license (or State ID) and social security card, passport (if available).
- **Social Security Card:** The IRS requires new employees to present their social security card. Photocopies will **not** be accepted.
- **Authorization and Release of Personnel Record Information:** All employees must provide authorization for release of personnel record information from prior employers regarding any misconduct, acts of immorality, moral turpitude or inappropriate behavior.
- **Criminal Conviction History and Fingerprints:** In accordance with Michigan School Safety Initiative legislation, all school district staff must undergo a criminal history check which requires LIVESCAN fingerprinting for "School Employment (SE)". School staff may not start work until a clear fingerprint report is received by the Human Resources Office. A LIVESCAN Fingerprint Request form will be provided by the Human Resources Office. It must be completed by employee, taken with them for fingerprinting, and returned to the Human Resources Office. If you have had your fingerprints done to work in another district, please talk to the Human Resources Manager to see if you can sign a release to obtain a copy of your criminal history check from that school district.
- **Additional Requirements for ECC & Latchkey Staff Members**
  Staff Members who are employed at Webster School and/or HPS Latchkey must meet additional State of Michigan- Licensing and Regulatory Affairs (LARA) requirements (see below)
- **Direct Deposit Form:** Hazel Park Public Schools uses Direct Deposit for employee paychecks and the Direct Deposit Form may be obtained from the Human Resources Office as part of the employment packet and is located at this link Payroll Forms labeled **HP Direct Deposit Form 2024-2025**. A voided check is requested to be submitted along with this form. This form also must be submitted in person to eliminate the risk of fraudulent changes.

PHYSICAL EXAMINATION

Upon a conditional offer of employment, the employee or candidate must have a physical examination in order to determine the physical capacity to perform assigned duties. Such examination shall be done in accordance with the Superintendent's guidelines and/or the terms of the negotiated, collectively bargained agreements.

The form and directions where to go for the physical examination will be provided by the Human Resources Office as part of the employment packet.

CRIMINAL CONVICTION REVIEW

In an effort to maintain a safe environment for students, staff and visitors, the Board of Education has adopted policies requiring the review of criminal records of those individuals who apply to or work for the District or are

contracted to work on a regular and continuous basis in the schools. Review Board Policy Article V. Personnel, Section 4, for more details.

Staff Members who are employed at Webster School and/or HPS Latchkey must meet the following State of Michigan- Licensing and Regulatory Affairs (LARA) requirements prior to the state of employment.

- Orientation on Center's Policies/Practices and Child Care Licensing Rules
- Infant/Adult/Child CPR & First Aid
- Health and Safety Trainings
    - MiRegistry Course 1 or Michigan Module A
    - MiRegistry Course 2 or Michigan Module B
- TB Test
- Consent and Disclosure Form
- Fingerprints (date eligible) - Child Care Background Check
- Signed Abuse/Neglect Statement

ATTENDANCE AND ABSENCE REPORTING

Regular attendance and punctuality are essential to the performance of the work of Hazel Park Schools. Employees are expected to report to work on time and be prepared to start work at the regularly scheduled starting time. Employees are also expected to remain at work through the end of their schedule except for regularly scheduled breaks or authorized leaves.

It is important that when employees are absent or may be late in arrival they enter in their attendance using the online attendance system ***Frontline Absence Management (formerly Aesop)*** and notify their supervisor as soon as possible. Failure to enter the attendance will be designated as a no-show/no-call.

Excessive absenteeism, whether excused or not, is not acceptable. Each situation of excessive absenteeism or tardiness will be evaluated on a case-by-case basis.

Employees failing to report to work without any notification to their supervisor for a period of 3 (three) days or more will be considered a voluntary termination of employment.

The length of the work day for each employee group is specified in the respective collective bargaining agreement or non-affiliated contract.

Employees shall follow the protocol established by Hazel Park Schools for documenting any and all time missed during their normal workday to ***Frontline Absence Management (formerly Aesop).*** It is the employee's responsibility to enter missed time into the Frontline website, failure to do so can lead to disciplinary actions.

For detailed instructions on how to enter an absence click here. If you are experiencing issues with the online attendance system, please contact HR for resolution.

Staff absence notes should be entered in the absence request.

If it is necessary for you to leave the building for a short period of time (during your lunch time), you must sign out at the front desk. **STAFF MEMBER SHALL LEAVE THE BUILDING WITHOUT FIRST NOTIFYING THE SCHOOL ADMINISTRATION.** This is important in ensuring your safety.

Teaching positions are essential to the district and teachers' attendance is an essential job function. So, when it is necessary for you to be out of your classroom, you are expected to provide comprehensive written lesson plans for your substitute teacher. You are also expected to supply necessary classroom management information to assist the teacher conducting your class. A folder including necessary substitute teaching information shall be maintained for each teacher. It will be updated as needed and held by the building secretary.

Unpaid leaves of absence are granted solely by the Superintendent or his/her designee and are reserved for special circumstances that are impossible to be scheduled at times other than the staff member's work year. Staff members requesting unpaid leaves of absence will be required to use any unused vacation or personal days prior to being placed on unpaid leave status. **THE DISTRICT DOES NOT INTEND TO GRANT YEARLY REQUEST FOR UNPAID LEAVES BY EMPLOYEES.**

JURY DUTY

All employees must notify their immediate supervisor, personally, of impending absence because of jury duty. Employees called to jury but not selected as jurors or who are released after a partial day's jury duty, **MUST** return immediately to work, personally report to their immediate supervisor, and complete their work schedule. At the conclusion of jury duty and if the employee is paid for the jury duty, the amount issued by the court should be signed over to Hazel Park Schools, so that the individual can be paid the full wages.

Absences for Jury Duty will be entered as an employee sick day until the employee submits any jury duty paychecks to the Hazel Park School District, at this time the absence will be changed to "Jury Duty" by the Human Resources Department and any sick bank hours will be returned to the employee.

CONFERENCE/MEETING ATTENDANCE

Attendance at conferences, meetings, or in-services is subject to the approval of the supervisor and the Superintendent/Designee. Approval will be granted only for meetings that are relevant to the employee's job.

Linda Yates will register all staff members for conferences following the final approval. You must add all registration information to the conference description when you submit the request. A staff member should not register or pay for conferences unless you have received approval from the Teaching and Learning Office.

Following a submission, check Frontline for the approval status and any additional information that is requested.

Per the contract, guest teachers must be requested in Professional Growth Management (formerly AESOP) at least 14 days before the event. **To stay in alignment with the contract, we are asking that all conference requests be placed in Frontline Professional Growth 21 days before the event.** Conference requests not submitted using the above guidelines will be denied unless attendance is necessary for the staff members' job responsibilities.

As a reminder, if a guest teacher is not in Frontline Professional Growth 14 days prior, and a guest teacher is not available, you will not be able to attend.

Routing & Approval Process Overview - (minimum of 4-5 days process; this timeframe is no different than the previous paper process)

- **Staff Member** - Enter conference request in Frontline Professional Growth
- **Building Principal** – The form will be sent to your building principal for review. If approved, it will move on to the next approver.
- **Dr. Kruppe** – The form will then be routed to Dr. Kruppe for review. If approved, the request will move on to the next approver(s).
- **Dr. Papasian-Broadwell (if applicable)** – If your role falls under Student Services and you selected "Yes" on the form, it will proceed to Dr. Papasian-Broadwell.
- **Stephanie Dulmage** – Final approver - If the request is approved, a guest teacher will be initiated in Frontline.

- **Linda Yates -** Completes registration and payment, if applicable.
    - Staff Members **SHOULD NOT** pay for any conference-related expenses or process registration on their own.

Following a submission, check Frontline for the approval status and any additional information that is requested.

For Information on Conference Requests, please contact:

Linda Yates
Administrative Assistant to the Assistant Superintendent of Teaching & Learning
Linda.Yates@myhpsd.org
(248) 658-5223

PROCEDURE FOR REPORTING WORK-RELATED INJURIES

CALL: Nancy Anderson at (248) 658-5201 to report an injury

Please be prepared to answer the following questions:

1. Name of Employee injured
2. Date of injury
3. Place of injury
4. What happened
5. Type of injury

Employee Injury Report
Supervisor Accident Report

IF YOU NEED MEDICAL ATTENTION

If an employee needs to seek medical attention; he/she should inform his/her respective building administrator and should seek medical treatment for the necessary treatment at the clinic. The Staff member should fill out an incident report. If a staff member is unresponsive; 911 should be called for the staff member.

WORKER'S COMPENSATION

All employees are covered by Worker's Compensation. All on-the-job accidents, as well as job-incurred injuries, however slight, **must** be reported promptly to Kristy Cales or Nancy Anderson at (248) 658-5201.

The following forms must be completed for **ALL** injuries.

Workman's Compensation procedure and forms are listed below:

Worker's Compensation Procedure
Employee Injury Report
Supervisor Accident Report

If you are injured at work, please let your Building Administration know and they will contact Nancy Anderson and provide the details of the injury.

Once notified, an Authorization to Treat will be completed and emailed to you. This form will need to be printed and taken with you to the clinic. If the situation is urgent Nancy will contact the clinic.

The injured employee will be directed to go to a clinic for an evaluation, here is a list of the locations.

Once the evaluation is complete, the clinic should provide you with a copy of the Injury Report and a note describing the evaluation and recommended treatment if required in the future.

The clinic will then provide a copy of the Injury Report and the results of the evaluation. The employee **MUST** bring this paperwork to the Administration Building **BEFORE** returning to their home building. The Central Office can provide that to CCMSI to initiate the process.

Once CCMSI has your claim, they will contact you to determine next steps based on the recommendation from the clinic. Please do not make a follow-on appointment without the approval of CCMSI or you may risk paying out of pocket.

Of course, there are always exceptions, but a majority of our claims follow this process flow.

RETURN TO WORK INSTRUCTIONS

If an employee has an illness, injury, or has had surgery that requires him/her to be off work for any period time, or if the employee is planning to return to work with any form of restrictions, the following procedure is to be followed:

- If the employee is released to return to work **without restrictions**, a note from the physician must be submitted to Human Resources and provide a copy to the employee's supervisor **BEFORE** the employee is permitted to return to work.

- If the employee is released to return to work **with restrictions,** a note from the treating physician must be submitted to Human Resources and provide a copy to the employee's supervisor **BEFORE** the employee is permitted to return to work. The physician's note must list the restrictions in detail (IE "No heavy lifting" must state the lbs.), as well as the length of time the restrictions are to remain in effect. The restrictions will be reviewed by the Superintendent, HR and the employees immediate supervisor and arrangements may be made, if possible, to accommodate the restrictions.

- The employee returning to work **with restrictions** is required to keep the Superintendent, Human Resources and supervisor updated on his/her condition, and must submit a note from the treating physician at the time the restrictions have been lifted.

If the employee is required to remain off work for any of the above reasons, a note from the treating physician must be provided to Human Resources (with a copy to the employee's supervisor) stating how long the employee will be off work.

MANDATORY ON-LINE TRAINING

Every employee of Hazel Park Public Schools is required to complete the training annually on mandatory subjects. Training is done on the internet.

How to log onto the Vector Training (formerly SafeSchools) online training system:

1. Use the link: https://hazelpark-mi.safeschools.com/login
2. Enter your user name, which is first initial, last name (example: jdoe)
3. Click on "log me in"

For questions or issues with SafeSchools (now known as Vector Training) log in, please contact:

Bradley Wilkins
Director of Technology
Bradley.wilkins@myhpsd.org
(248) 658-5231

SCHOOL SAFETY LEGISLATION SUMMARY
(2005 PA 129-131 and 138)

The District shall not employ, in any capacity, an individual who has been convicted of a listed offense (a crime that required registration as a sex offender). A district may employ an individual who has been convicted of a non-listed offense felony only if the superintendent and school board each specifically approve the employment or work assignment in writing.

Any full-time or part-time employee who is assigned to regular and continuous work shall be fingerprinted for the purpose of performing a criminal history background check.

Individuals who are employed in any capacity by the district, have applied for a position, have had an initial criminal history check, or are regularly or continuously working under contract in a district, shall report to the Michigan Department of Education and the school district that they have been charged with certain crimes within 3 (three) business days after being arraigned for the crime. If employees do not report the charge or conviction, they are guilty of an additional crime and may be subject to further discipline.

Staff members who leave the district cannot have their fingerprints shared with another district or place of employment once their relationship with the district is severed.

EMPLOYEE PROTECTIONS

This section of the Handbook discusses certain legal rights you have as an employee of the Hazel Park Public Schools.

EQUAL EMPLOYMENT OPPORTUNITY

The District shall not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity or gender expression, age, religion, height, weight, marital or family status, disability, military status, genetic information, or any other legally protected category in its programs and activities, including employment. Sexual harassment is a form of sex discrimination, and shall likewise not be permitted with respect to students or employees. The District shall not retaliate against a person who reports or opposes improper discrimination or retaliation. The District shall fully comply with all applicable federal and state civil rights statutes.

Please see Board of Education Policy Article V. Personnel, Section 2.

HARASSMENT OF STAFF OR APPLICANTS

It is the policy of the Board of Education to maintain an education and work environment that is free from all forms of unlawful harassment.

Please see Board of Education Policy Article V. Personnel, Section 2.

VIOLENCE IN THE WORKPLACE

It is the Board's desire to create and maintain an environment free from disruptive, threatening, and violent behavior. The Board will not tolerate inappropriate or intimidating behavior within the workplace.

For full details, please see Board of Education Policy Article V, AG V-2, Section II.

THE MICHIGAN WHISTLEBLOWER'S PROTECTION ACT

The Whistleblower's Protection Act (Act 469 of 1980) provides protection to employees who report a violation or suspected violation of state, local, or federal law and to provide protection to employees who voluntarily participate in hearings, investigations, legislative inquiries or court actions.

The Board of Education expects all its employees to be honest and ethical in their conduct, and to comply with applicable State and Federal law, Board policies and administrative guidelines. The Board encourages and requires staff to report possible violations of these Board expectations. Parents, volunteers, contractors and concerned citizens are encouraged to report possible violations, when done in good faith belief.

IMPLEMENTATION OF THE FAMILY MEDICAL LEAVE ACT

Hazel Park Schools allows employees to take leaves of absence from their employment in compliance with applicable collective bargaining agreements and Federal law. Please refer to Board Policy Article V. Personnel, Section 6 to review your rights under the Family and Medical Leave Act (FMLA) of 1993.

All absences 3 work days or longer will require an approved leave of absence. When foreseeable, employees are required to give a 30 day notice for leaves of absences. Employees will be required to use all paid time off before going unpaid.

Employees requesting leaves of absences that are covered under FMLA will be required to submit additional documentation to support the leave of absence. Below are the steps a HPS employee must take to request a leave of absence.

1. Notify the HR Department as soon as possible regarding the need for a leave of absence by contacting Kristy Cales Kristy.Cales@myhpsd.org.
2. Human Resources will review the leave of absence request and may request additional documentation during the approval process.
3. Leaves must align with the FMLA rules.

Please review the forms here:

FMLA - Employee's Serious Health Condition
FMLA - Family Member's Serious Health Condition

An FMLA Guide can be found here: FMLA Employee Guide

For questions on any of the items in the above sections, please contact:

Kristy Cales
Director of Human Resources
kristy.cales@myhpsd.org
(248) 658-5241

C.O.B.R.A. COMPLIANCE GENERAL NOTIFICATION
(Consolidated Omnibus Budget Reconciliation Act)

UPDATED JANUARY 1, 2009

A federal law, commonly referred to as COBRA, requires that most employers sponsoring group health plans (the "Plan") offer employees and their families the opportunity to temporarily extend health coverage (called Continuation Coverage) at group rates in certain instances where coverage under a Plan would otherwise end. This notice is intended to inform you, your spouse and dependent children in summary fashion, of this

opportunity under COBRA.

The COBRA law and the regulations effective with respect to the date of eligibility for Continuation Coverage will control all rights and obligations to the extent that they may differ from this summary. For additional information about COBRA rights and obligations under Federal law, you should review the An Employee's Guide To Health Benefits Under Cobra.

HAZARDOUS MATERIALS

Hazel Park Public Schools has established a program to ensure employees are made aware of the hazards of chemicals found in the workplace. Each building has posted a Materials Safety Data Sheet (MSDS) with information concerning chemical hazards therein.

Please see Board of Education Policy Article VII. Facilities & Operations, AG-VII-1, for more details.

EMPLOYEE RESPONSIBILITIES

As an employee of Hazel Park Public Schools, you have certain responsibilities to the School District, Board of Education, Administration, fellow employees, parents, students and other members of the educational community. Some of these are identified on the following pages.

CUSTOMER SERVICE

It is the expectation of the District that every employee represents Hazel Park Public Schools in a positive and helpful manner at all times. When working with parents, guardians, students, co-workers and members of the community, it is the expectation that we are to always be courteous, polite and patient. Occasionally, a situation or question may arise that you are uncomfortable responding to. In such cases, inform the individual that you will contact your supervisor and get back to them promptly. The District expectation is that phone calls will be returned within **24 hours**. Our families deserve our best customer support.

STAFF ETHICS

The Michigan Code of Educational Ethics provides principles for best practice, mindfulness, self-reflection, and decision-making – setting the groundwork for self regulation and self-accountability. The establishment of this Code honors the public trust and upholds the dignity of education across the state. Please see Michigan Code of Educational Ethics for more detail.

Hazel Park Public Schools requires the services of persons of integrity and expects all staff members to maintain high standards in their working relationships and in the performance of their professional duties. In keeping with these ideals, employees are prohibited from establishing personal relationships with students that are unprofessional and thereby inappropriate.

DRESS CODE

Discretion and good judgment on the part of employees in their style of dress and personal appearance are essential to the professional image and the safe operations of the District. Employees are expected to dress in a professional manner appropriate to their working environment and to the type of work performed. The District reserves the right to establish and enforce standards relating to acceptable dress and appearance. Individual departments also reserve the right to have their own dress appropriate to the nature of the work done within that department. Certain departments require uniforms or special attire for work, such as Buildings and Grounds. Employees should consult their supervisor regarding any specific dress code requirements.

Please see Board of Education Policy Article V. Section 22.

DRUGS, ALCOHOL, TOBACCO & WEAPONS-FREE SCHOOLS

The District will not tolerate employee use or abuse of illicit drugs, vaping or alcohol on Hazel Park Schools property or while conducting school business at any time. Please refer to Board Policy Article VIII. Community Relations and Administrative Guideline AG VIII-6. Use Of District Facilities, General Regulations.

Alcohol and Drug Free Workplace

All property of the District shall be free of alcohol, illegal drugs and abuse of prescription drugs. Any student, employee, volunteer, third party contractor, visitor or member of the public who possesses, manufactures, sells, distributes, dispenses, uses or is under the influence of alcohol, illegal drugs, or is abusing prescription drugs, even with a current, valid prescription, in a school building, on District property, attending a District-related event, or driving a vehicle either owned or under contract with the District, shall be disciplined to and including termination, or removed/barred from the District premises. Please see Board of Education Policy Article VII Facilities, Section 4.

Tobacco Free Environment

Under state law, the District must be tobacco free. Students, employees, volunteers, third party contractors, visitors and the public shall not smoke, chew or otherwise use tobacco in any form in school buildings, on school grounds, whether school is in or out of session, or during District-sponsored events either on or off District premises. Likewise, the use of e-cigarettes and/or vaporizers are prohibited in school buildings, on school grounds, whether school is in or out of session, or during District-sponsored events whether on or off District premises. Please see Board of Education Policy Article VII Facilities, Section 3.

Weapons

No person shall possess, store, make, or use a weapon in any setting that is under the control and supervision of the District, including, but not limited to, property leased, owned, or contracted for by the District, at a school-sponsored event, or in a District-owned vehicle.

The term "weapon" means any object which, in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons may include, but are not limited to, firearms, guns of any type, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, and explosives.

The Superintendent shall refer a person who knowingly violates this policy to law enforcement officials, as required by law, and may take any necessary steps to exclude the person from District property and District-sponsored events.

This policy does not prohibit:

A. weapons under the control of law enforcement personnel;

B. items approved by a principal as part of a class or individual project or presentation under adult supervision, if used for the purpose of and in the manner approved (working firearms and ammunition shall never be approved);

C. theatrical props used in appropriate settings;

D. starter pistols used in appropriate sporting events;

E. or instruments or equipment as required by the curriculum or District operations.

Staff members shall report possession of dangerous weapons and or/threats of violence by students, staff members, or visitors to a building administrator. Failure to report such information may subject the staff member to disciplinary action, to and including termination. Please see Board of Education Policy Article VII Facilities, Section 5.

CLASSROOM MANAGEMENT & SECURITY

Consistent classroom control is a reflection of positive classroom management. Students arriving for class on time, staying in their seats until the bell rings, and treating other students, teachers, and school property with respect are characteristics of a well managed classroom.

All teachers are expected to secure their respective teaching areas at the close of their teaching day. This includes closing all windows, turning off lights and locking doors in room and storage areas.

FIELD TRIPS AND OTHER DISTRICT-SPONSORED TRIPS

Board Policy Article III Curriculum & Instruction, Section 19

The Board of Education recognizes that field trips, when used for teaching and learning are integral to the curriculum, along with being an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips should:

A. supplement and enrich classroom procedures by providing learning experiences in an environment outside the schools;
B. arouse new interests among students;
C. help students relate school experiences to the world outside of school;
D. bring the resources of the community - natural, artistic, industrial, commercial, governmental, educational - within student's learning experience;
E. afford students the opportunity to study real things and real processes in their actual environment.

For purposes of this policy, a field trip shall be defined as any planned journey by one or more student(s) away from District premises, which is under the supervision of a professional staff member and an integral part of a course of study.

Other District-sponsored trips shall be defined as any planned, student-travel activity which is approved as part of the District's total educational program.

The Board shall approve those field trips and other District-sponsored trips which are planned to keep students out of the District overnight or longer or out of the State.

The Superintendent shall approve all other such trips.

Students may be charged fees for District-sponsored trips but no student shall be denied participation for financial inability, nor shall nonparticipation be penalized academically.

Students on all District-sponsored trips remain under the supervision of this Board and are subject to the District's administrative guidelines.

The Board does not endorse, support, or assume liability in any way for any staff member, volunteer, or parent of the District who takes students on trips not approved by the Board or Superintendent. No staff member may solicit students of this District for such trips within the facilities or on the school grounds of the District without permission from the Superintendent. Permission to solicit neither grants nor implies approval of the trip. Such approval must be obtained in accordance with the District's Administrative Guidelines for Extended Trips.

The Superintendent shall prepare administrative guidelines for the operation of both field and other District-sponsored trips, which are outlined in the documents below:

- Field Trip Approval and Process
- Field Trip Permission Form for Students
- Bus Approval Form

Following the completion of the forms and required administrative signatures, submit to Thelma Hardy, in the the Teaching and Learning office

Thelma.Hardy@myhpsd.org
(248) 658-5211

TRANSPORTATION

Board Policy Article VII, Section 12 Transportation of Students

It shall be the policy of the Board of Education to use regular or special-purpose school vehicles for transportation on field and other District-sponsored trips.

The transportation for all field and other District-sponsored trips is to be by vehicles owned or approved by the District and driven by approved drivers. Exceptions must have the approval of the Superintendent.

The District shall assume transportation costs for a certain number of approved field trips as specified in the Superintendent's administrative guidelines.

For all other trips including co-curricular, athletic, and other extra-curricular trips, the District:

A. Will assume the transportation costs;
B. Will provide for the vehicles for all other trips but a mileage charge will be assessed to cover the cost of the driver and fuel.

This charge is to be paid by the sponsoring organization or from the designated fund.

Transportation may be limited by the availability of vehicles, drivers, and scheduling and may not be available when needed for general school purposes.

All field trips shall be supervised by members of the staff. All other District-sponsored trips shall be supervised by either staff members or adults from the sponsoring organization. Any time students are on the vehicle, at least

one (1) sponsor, chaperone, or staff member is expected to ride in the vehicle as well as to supervise students upon return to the District and while they are waiting for rides home.

All students are expected to ride the approved vehicle to and from each activity. A special request must be made to the staff member or sponsor by the parent, in writing or in person, to allow an exception.

District students not affiliated with the trip activity, non-district students, and/or children of preschool age shall not be permitted to ride on the trip vehicle. No student is allowed to drive on any trip. An exception may be made by the principal on an individual basis provided the student has written parental permission and does not transport any other student.

The Superintendent shall prepare administrative guidelines to ensure that all transportation is in compliance with Board policy on use of District vehicles and/or use of private vehicles.

TIMELINE

Field trips should be planned far enough in advance in order to ensure alignment between areas of study and to complete the Field Trip Request process appropriately. The minimum timeline for proposing a field trip to fulfilling the trip is as follows:

1. **AT LEAST ONE MONTH PRIOR:**
    a. Submit School Sponsored Field Trip Proposal Form to your supervising administrator prior to the proposed trip.
2. **AT LEAST ONE MONTH PRIOR:**
    a. Submit Request for Use of School Bus form with Sponsored Field Trip Proposal Form. Transportation cannot be secured any less than two weeks prior to the scheduled trip. Transportation to school-sponsored trips may only occur via school bus transportation, unless alternative arrangements have been submitted for Principal, Superintendent, and as needed, Board approval.
3. **AT LEAST TWO WEEKS PRIOR:**
    a. Upon permission being granted for the trip, Field Trip Parent Consent Forms must be distributed to all students eligible for the trip. These forms must be returned one week prior to the scheduled trip.
    b. If classroom coverage is required for any students not attending the field trip, teacher vacancy must be entered for substitute coverage.
4. **AT LEAST TWO WEEKS PRIOR:**
    a. Any adult chaperoning the trip who is not a HPHS employee must submit and pass an iChat background check (see iChat procedures) prior to being approved for attending the trip.
5. **ONE WEEK PRIOR:**
    a. A roster of students attending the trip will be provided to the Principal one week prior to the trip. This roster will be shared with the Attendance Secretary and distributed to staff one day prior to the trip so staff are aware of what students will be excused from class. Students may need to meet attendance, academic, and behavior eligibility to have administrative approval to attend trips.
6. **AT LEAST THREE SCHOOL DAYS:**
    a. Three school days prior to the trip, the Box Lunch Request Form must be completed and submitted to the Principal's Secretary or Lead Manager in the Kitchen.
7. **ONE DAY OF TRIP:**

a. Confirm final attendance roster for trip with Attendance Secretary. Submit an announcement (see Announcements) reminding students and staff of the field trip, including time and method students will be dismissed from class to board the bus to trip and the anticipated time you will return.

8. **DAY OF TRIP:**
   a. Contact Supervising Administrator and Principal via email notifying them of any issues, highlights, and photos from the trip.

MANDATED REPORTER

As an employee of Hazel Park Schools, employees are mandatory reporter of child abuse. Please inform your administrator when a call is made. This link will take you to the mandated reporter form, this form shall be submitted to the main office and sent to the Michigan Department of Human and Health Services. Please call the Michigan Department of Health and Human Services to report child abuse at **855-444-3911.**

Mandated reporters shall make an immediate report to CI by telephone or through the online reporting system, of suspected child abuse or child neglect. Within 72 hours after making an oral report by telephone, the reporting person shall file a written report (DHS-3200). If the immediate report has been made using the online reporting system, no additional written report is required.

Reporting the suspected allegations of child abuse and/or neglect to the head of the organization does not fulfill the requirement to report directly to DHHS.

The verbal report can be completed by calling 855-444-3911 or via ISDPartnershipLanding (michigan.gov).

The individual who had contact with the child must make the report and provide as much detail as possible about the following information:

The child's primary caretaker, including name and address.
Names and birth dates for all members of the household.
Name and birth date of the alleged perpetrator(s).
Whether the alleged perpetrator lives with the child.
Address where the alleged abuse or neglect occurred.
What makes the mandated reporter suspect the child is being abused or neglected.

The report should include as much of the following information as possible:
Name of child.
Description of abuse or neglect.
Names and addresses of the child's parents/guardians.
The persons with whom the child resides.
Child's age.
Other information available to the reporting person that might establish the cause of the abuse or neglect, and the manner in which the abuse or neglect occurred.

MDHHS encourages the use of the Report of Actual or Suspected Child Abuse or Neglect (DHS-3200) form when filing the written report, which includes all the information required under the law. If more than one mandated reporter suspects child abuse or neglect based upon the same incident, they may submit just one DHS-3200 form.

Confidentiality of a Mandated Reporters' Identity
The identity of a reporting person is confidential under the Child Protection Law. The identity of a reporting person is subject to disclosure only with the consent of that person, by judicial process or to those listed under Section 5 of the Child Protection Law (MCL 722.625).

Civil and Criminal Liability
Mandated reporters, who fail to file a report of suspected child abuse or neglect, will be subject to both civil and criminal liability. In a civil action, the mandated reporter may be held liable for all damages that any person suffers due to the mandated reporters' failure to file a report. In a criminal action, the mandated reporter may be found guilty of a misdemeanor punishable by imprisonment for up to 93 days and a fine of $500.

A person making a good faith report is protected from civil and criminal prosecution and cannot be penalized for making the report or cooperating with a CPS investigation.

Mandated Reporter Hotline
If a mandated reporter is dissatisfied with the response by MDHHS, the mandated reporter may contact the Mandated Reporter Hotline at 877-277-2585. Prior to doing so, the mandated reporter should first attempt to talk with our local MDHHS office director about his or her concerns.

View the Guide to Detailed Reporting (Downloadable) to understand what information should be included when reporting.

EMPLOYER PROPERTY

When Hazel Park Schools supplies equipment and tools to employees to use on the job, the tools and equipment remain the property of Hazel Park Schools and are not to be used for personal projects. The employee is responsible for the loss or damage of District-owned property due to negligence. All property must be returned to the District in the same condition as when it was received.

Often staff request to borrow items from the school for the purpose of personal activities. This is not allowed per board policy.

If property is worn or damaged through normal use, employees should return it to their supervisor for replacement.

When employment with Hazel Park Schools terminate, the employee must return all District-owned property at the time of termination. Items that are not returned will be charged to the individual who is using them for their position.

Hazel Park Schools is not responsible for replacing personal items lost, stolen or damaged if a staff member brings this into the school.

CONFIDENTIALITY

During your employment, you may gain access to private information about our students, parents, community members, other employees, or the District itself. This information must be kept strictly confidential, and should not be discussed with any individual who does not have a legitimate right to know this information. If an employee discloses any of the above-mentioned information without consent, it can violate federal law. Staff members are responsible for internal security of such information, with reasonable precautions followed to ensure information is not accidentally disclosed. If you're unsure whether information is confidential, please check with your supervisor before discussing it with anyone. Please be mindful when discussing any of this information in lunch rooms or where doors are open. Please see Board Policy Article IV. Students, Confidentiality, for more detail.

FERPA

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. Please refer to Board Policy Article IV. Students, Section 17, Education Records, for more detail.

OUTSIDE EMPLOYMENT

Staff should avoid situations where their outside employment or personal interests may conflict with the interest of the District. If such situations occur, the Superintendent will evaluate the impact upon the staff member's responsibility and take appropriate action. Activities or associations outside your assigned duties that interfere with the school district responsibilities should have a valid reason. School district employees may not engage in business transactions on behalf of personal or private enterprises in which the employee may profit by virtue of their official position or authority or benefit financially from. Staff may not campaign on school property on behalf of any political issue or candidate for local, state, or national office. Staff members may not accept fees for tutoring when such tutoring is conducted during the normal work day. Additionally staff members may not accept fees for tutoring, private lessons, or other activities related to their professional duties for students enrolled in one (1) or more of their classes or on their caseload.

Please see Board Policy Article V. Personnel, Section 23 - Outside Activities, for more detail.

SELF-REPORTING REQUIREMENT

Michigan Public Acts 129-131 and Public Act 138 have a requirement for employees to self-report when they are arraigned/charged with certain identified crimes.

Individuals who are employed in any capacity by the district, have applied for a position, have had an initial criminal history check, or are regularly or continuously working under contract in a district, shall report to the Michigan Department of Education and the school district that they have been charged with certain crimes with 3 (three) business days after being arraigned for the crime. If employees do not report the charge or conviction, they are guilty of an additional crime.

BOARD OF EDUCATION POLICIES

The Hazel Park Board of Education Policy Manual is available online at www.hazelparkschools.org. Select Board policies are included in this section of the Handbook, for reference. A complete list of policies may be found at this link: Board Policies

VIDEO SURVEILLANCE AND ELECTRONIC MONITORING

In order to protect Board property, promote security and protect the health, welfare and safety of students, staff and visitors, the Board of Education authorizes the use of video surveillance and electronic monitoring equipment on school property, and in school buildings and school buses. Information obtained through video surveillance/electronic monitoring may be used to identify intruders and persons breaking the law, Board policy, or the Student Code of Conduct (i.e., it may be used as evidence in disciplinary actions and criminal proceedings).

The monitoring of actions and behavior of individuals who come onto school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school and student property. Video surveillance/electronic monitoring systems serve to

complement other means being employed in the District to promote and foster a safe and secure teaching and learning environment for students and staff. The Board recognizes that the use of a video surveillance/electronic monitoring system does not replace the need for the ongoing vigilance of the school staff assigned by the building principal to monitor and supervise the school building. Rather, the video surveillance/electronic monitoring system serves as an appropriate and useful tool with which to augment or support the in-person supervision provided by staff. The building principal is responsible for verifying that due diligence is observed in maintaining general campus security.

The Superintendent is responsible for approving where and when to install and operate fixed-location video surveillance/electronic monitoring equipment in the District. The building principals and administrators responsible for other facilities shall be responsible for recommending use of video surveillance/electronic monitoring. The determination of where and when to use video surveillance/electronic monitoring equipment will be made in a nondiscriminatory manner. Video surveillance/electronic monitoring equipment may be placed in common areas in school buildings (e.g., school hallways, entryways, the front office where students, employees and visitors are permitted to freely come and go, gymnasiums, cafeterias, libraries), the school parking lots and other outside areas, and in school buses. Except in extraordinary circumstances and with the written authorization of the Superintendent or Board President, video surveillance/electronic monitoring equipment shall not be used in areas where persons have a reasonable expectation of privacy (e.g., restrooms, locker rooms, changing areas). The Superintendent shall carefully consider and consult with District legal counsel before authorizing placement in, private offices (unless there is express consent given by the office occupant), or conference/meeting rooms, or in individual classrooms during instructional times.

Any person who takes action to block, move, or alter the location and/or viewing angle of a video camera shall be subject to disciplinary action.

Legible and visible signs shall be placed at the main entrance to buildings and in the areas where video surveillance/electronic monitoring equipment is in use. Signs shall be reasonably designed to notify people that their actions/behavior are being monitored/recorded. Additionally, the Superintendent is directed to annually notify parents and students via school newsletters and the Student Handbook, and staff via the Staff Handbook, of the use of video surveillance/electronic monitoring systems in their schools.

Any information obtained from video surveillance/electronic monitoring systems may only be used to support the orderly operation of the School District's schools and facilities, and for law enforcement purposes, and not for any other purposes. As such, recordings obtained through the use of video surveillance/electronic monitoring equipment may be used as evidence in any disciplinary proceedings, administrative proceeding or criminal proceeding, subject to Board policy and regulations. Further, such recordings may become a part of a student's education record or staff member's personnel file.

The Board will not use video surveillance/electronic monitoring equipment to obtain information for the purpose of routine staff appraisal/evaluation or monitoring.

EMERGENCY SITUATIONS AT SCHOOLS

The Board of Education is committed to providing a safe learning and work environment. Unfortunately, natural and man-made disasters do occur. Such emergencies are best met by preparedness and planning.

A. Emergency Preparedness

The District shall develop emergency preparedness procedures that address the following goals and/or objectives:

1. the health and safety of students and staff are safeguarded
2. the time necessary for instructional purposes is not unduly diverted
3. minimum disruption to the educational program occurs
4. students are helped to learn self-reliance and trained to respond sensibly to emergency situations

All threats to the safety of District facilities shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness.

School personnel, including teachers, shall provide for unrestricted emergency egress during school hours and when the school is open to the public.

B. Drills

1. Each school shall conduct a minimum of five (5) fire drills each school year. Three (3) of the fire drills shall be held by December 1st of the school year, and two (2) shall be held during the remaining part of the school year, with a reasonable spacing interval between each drill.
2. Each school shall conduct a minimum of two (2) tornado safety drills each school year. At least one (1) of the tornado safety drills shall be conducted during March of the school year. These drills shall be conducted for the purpose of preventing injuries caused by severe weather.
3. Each school shall conduct a minimum of three (3) drills in which the occupants are restricted to the interior of the building and the building secured each school year. At least one (1) of these drills shall be conducted by December 1st of the school year, and at least one (1) shall be conducted after January 1st of the school year, with a reasonable spacing interval between each drill. Such drills shall include security measures that are appropriate to an emergency such as the release of a hazardous material or the presence of a potentially dangerous individual on or near the premises. The Superintendent shall seek input from local public safety officials on the nature of the drills to be conducted under this subsection.
4. Each school shall conduct at least one (1) of the drills required under Sections 2(A)-(C) during a lunch or recess period, or at another time when a significant number of the students are gathered but not in the classroom.
5. Schools shall not conduct a drill required under Sections 2(A)-(C) at a time that would interfere with the conduct of a state-mandated assessment.
6. Not later than September 15th of each school year, the Principal shall provide a list of the scheduled drill days to the county emergency management coordinator.
7. If a drill is not conducted on a scheduled drill day due to conditions not within the control of school authorities, such as severe storms, fires, epidemics, utility power unavailability, water or sewer failure, or health conditions as defined by the city, county, or State health authorities, the school shall reschedule the drill to occur within ten (10) school days after the scheduled date of the canceled drill. The school's Principal shall notify the county emergency management coordinator of the rescheduled date for the drill.

C. Drill Result Publication

1. The Principal shall provide that documentation of a completed school safety drill is posted on the school's [or the District's] website within thirty (30) school days after the drill is completed and is maintained on the website for at least three (3) years.
2. The documentation posted on the website shall include at least all of the following:
    a. name of the school
    b. school year of the drill
    c. date and time of the drill
    d. type of drill completed
    e. number of completed drills for that school year for each type of drill required under Sections 2(A)-(C)
    f. signature of the school principal or his/her designee acknowledging the completion of the drill
    g. name of the individual in charge of conducting the drill, if other than the school Principal

D. **Cardiac Emergency Response Plan**

1. Use and regular maintenance of automated external defibrillators, if available.
2. Activation of a cardiac emergency response team during an identified cardiac emergency.
3. A plan for effective and efficient communication throughout the school campus.
4. If the school includes grades 9 to 12, a training plan for the use of an automated external defibrillator and in cardiopulmonary resuscitation techniques.
5. Incorporation and integration of the local emergency response system and emergency response agencies with the school's plan.
6. An annual review and evaluation of the cardiac emergency response plan.

ANTI-HARASSMENT(NON-SEXUAL)

This section of the guideline shall be used to ensure that the anti-harassment portions of Board Policies Article III, Section 18 and Article V, Section 2 are implemented properly and in compliance with Federal and State laws and regulations.

NOTE: This section of the guideline applies only to harassment other than sexual harassment. Sexual harassment is governed by the next section of the guideline. "Harassment" means any threatening, insulting, bullying or dehumanizing gesture, use of technology, or written, verbal or physical conduct directed against a member of the School District community or a third party that:

A. places a student or school employee in reasonable fear of harm to his/her person or damage to his/her property;
B. has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or an employee's work performance; or
C. has the effect of substantially disrupting the orderly operation of a school.

Anti-Harassment Compliance Officers

Administration designates the following individuals to serve as Anti-Harassment Compliance Officers for the District:

Ms. Kristy Cales, Director of Human Resources

Mr. James Paterson, District Counsel

In the event of an allegation of discriminatory harassment by or involving either or both of the Anti-Harassment Compliance Officers, the allegation may be submitted to the Superintendent.

In the event of an allegation of harassment by or involving the Superintendent, the allegation may be submitted to the President of the Board of Education.

Investigation and Complaint Procedure

Any employee or other member of the School District community or third party (e.g., visitor to the District) who believes that s/he has been subjected to unlawful harassment may seek resolution of his/her complaint through either the informal or formal procedures as described below.

Due to the sensitivity surrounding complaints of unlawful harassment, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) calendar days after the conduct occurs while the facts are known and potential witnesses are available. Once the formal complaint process is begun, the investigation will be completed in a timely manner (ordinarily, within fifteen (15) business days of the complaint being received).

The informal and formal procedures set forth below are not intended to interfere with the rights of any individual to pursue a complaint of unlawful harassment or retaliation with the United States Department of Education Office for Civil Rights, the Equal Employment Opportunity Commission ("EEOC"), or the Michigan Department of Civil Rights.

Informal Complaint Procedure

The goal of the informal complaint procedure is to stop inappropriate behavior and to investigate and facilitate resolution through an informal means, if possible. The informal complaint procedure is provided as a less formal option for an adult member of the School District community or third party who believes s/he has been unlawfully harassed or retaliated against. This informal procedure is not required as a prerequisite to the filing of a formal complaint and will only be utilized where the parties (the alleged target of harassment and the alleged harasser(s)) agree to participate in such process. Any party who has agreed to utilize the informal procedure, or the District itself, may request that the informal process be terminated at any time to move to the formal complaint process. Any party dissatisfied with the results of the informal complaint process, or the District itself, may proceed to the formal complaint process.

However, any allegation that an adult member of the School District community or a third party has committed harassment or retaliation against a student, and any allegation of sexual violence, will be investigated using the formal complaint procedure and/or reported to law enforcement, as appropriate.

As an initial course of action, if an individual believes that s/he is being unlawfully harassed and s/he is able and feels safe doing so, the individual should consider telling or otherwise informing the harasser that the conduct is unwelcome and must stop. Such direct communication should not be utilized in circumstances involving sexual violence. The complaining individual should address the allegedly harassing conduct as soon after it occurs as possible. The Compliance Officers are available to support and counsel individuals when taking this initial step or to intervene on behalf of the individual if requested to do so. An individual who is uncomfortable or unwilling to inform the harasser of his/her complaint is not prohibited from otherwise filing an informal or a formal complaint. In addition, with regard to certain types of unlawful harassment, such as sexual harassment, the Compliance Officer may advise against the use of the informal complaint process.

An individual who believes s/he has been unlawfully harassed or retaliated against may make an informal complaint, either orally or in writing: 1) to a building administrator; 2) directly to one of the Compliance Officers;

and/or 3) to the Superintendent or other District-level employee. If a Complainant informs an administrator or Superintendent, either orally or in writing, about any complaint of harassment or retaliation, that employee must promptly report such information to a Compliance Officer, who will either facilitate an informal resolution as described below on his/her own, or appoint another individual to facilitate an informal resolution.

The School District's informal complaint procedure is designed for persons who believe they are being unlawfully harassed or retaliated against with a range of options designed to bring about a resolution of their concerns. Depending upon the nature of the complaint and the wishes of the individual claiming unlawful harassment or retaliation, informal resolution may involve, but not be limited to, one or more of the following:

A. Advising the individual about how to communicate the unwelcome nature of the behavior to the alleged harasser.
B. Distributing a copy of the anti-harassment policy as a reminder to the individuals in the school building or office where the individual whose behavior is being questioned works or attends.
C. If both parties agree, the Compliance Officer may arrange and facilitate a meeting between the individual claiming harassment and the individual accused of harassment to work out a mutual resolution. Such a meeting is not appropriate in circumstances involving sexual violence.

While there are no set time limits within which an informal complaint must be resolved, the Compliance Officer or designee will attempt to resolve all informal complaints within fifteen (15) business days of receiving the informal complaint.

All materials generated as part of the informal complaint process will be retained by the Compliance Officers in accordance with the Board's records retention policy and/or Student Records policy.

Formal Complaint Procedure

If a complaint is not resolved through the informal complaint process, if one of the parties has requested that the informal complaint process be terminated to move to the formal complaint process, or if the individual elects to file a formal complaint initially, the formal complaint process shall be implemented.

An individual who believes s/he has been subjected to harassment or retaliation, hereinafter referred to as the "Complainant", may file a formal complaint, either orally or in writing, with an administrator, one of the Compliance Officers or the Superintendent. Due to the sensitivity surrounding complaints of unlawful harassment and retaliation, timelines are flexible for initiating the complaint process; however, individuals should make every effort to file a complaint within thirty (30) calendar days after the conduct occurs while the facts are known and potential witnesses are available. If a Complainant informs an administrator or Superintendent, either orally or in writing, about any complaint of harassment or retaliation, that employee must promptly report such information to the Compliance Officer.

Throughout the course of the process, the Compliance Officer should keep the parties informed of the status of the investigation and the decision-making process.

All formal complaints must include the following information to the extent it is available: the identity of the individual believed to have engaged in, or be engaging in, harassment or retaliation; a detailed description of the facts upon which the complaint is based; a list of potential witnesses; and the resolution sought by the Complainant.

If the Complainant is unwilling or unable to provide a written statement including the information set forth above, the Compliance Officer shall ask for such details in an oral interview. Thereafter, the Compliance Officer will prepare a written summary of the oral interview, and the Complainant will be asked to verify the accuracy of the reported charge by signing the document.

Upon receiving a formal complaint, the Compliance Officer will consider whether any action should be taken in the investigatory phase to protect the Complainant from further harassment or retaliation, including, but not limited to, a change of work assignment or schedule for the Complainant and/or the alleged harasser. In making such a determination, the Compliance Officer should consult the Complainant to assess his/her agreement to the proposed action. If the Complainant is unwilling to consent to the proposed change, the Compliance Officer may still take whatever actions s/he deems appropriate in consultation with the Superintendent.

Within two (2) business days of receiving the complaint, the Compliance Officer or a designee will initiate a formal investigation to determine whether the Complainant has been subjected to harassment or retaliation.

Simultaneously, the Compliance Officer will inform the individual alleged to have engaged in the harassing or retaliatory conduct (the "Respondent") that a complaint has been received. The Respondent will be informed about the nature of the allegations and provided with a copy of any relevant Administrative Guidelines, including the Board's Anti-Harassment policy. The Respondent must also be informed of the opportunity to submit an initial written response to the complaint within five (5) business days.

Although certain cases may require additional time, the Compliance Officer or a designee will attempt to complete an investigation into the allegations of harassment or retaliation within fifteen (15) business days of receiving the formal complaint. The investigation will include:

A. one or more interviews with the Complainant;
B. one or more interviews with the Respondent;
C. one or more interviews with any other witnesses who may reasonably be expected to have any information relevant to the allegations;
D. consideration of any documentation or other information presented by the Complainant, Respondent, or any other witness that is reasonably believed to be relevant to the allegations.

At the conclusion of the investigation, the Compliance Officer or the designee shall prepare and deliver a written report to the Superintendent that summarizes the evidence gathered during the investigation, and provides recommendations, based on the evidence and the definition of unlawful harassment or retaliation as provided in Board policy and State and Federal law, as to whether the Complainant has been subjected to unlawful harassment. The Compliance Officer's recommendations must be based upon the totality of the circumstances, including the ages and maturity levels of those involved. In determining if harassment or retaliation occurred, a preponderance of evidence standard will be used.

The Compliance Officer may consult with the Board’s legal counsel before finalizing the report to the Superintendent.

Absent extenuating circumstances, within five (5) business days of receiving the report of the Compliance Officer or the designee, the Superintendent must either issue a final decision regarding whether the complaint of harassment or retaliation has been substantiated or request further investigation. A copy of the Superintendent's final decision will be delivered to both the Complainant and the Respondent.

If the Superintendent requests additional investigation, the Superintendent must promptly specify the additional information that is to be gathered. At the conclusion of the additional investigation, the Superintendent must issue a final written decision as described above.

The decision of the Superintendent shall be final.

Administration reserves the right to investigate and resolve a complaint or report of harassment or retaliation regardless of whether the member of the School District community or third party alleging the harassment pursues the complaint. Administration also reserves the right to have the formal complaint investigation

conducted by an external person in accordance with this policy or in such other manner as Administration deems appropriate.

Privacy/Confidentiality

The District will employ all reasonable efforts to protect the rights of the Complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the District's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations. All records generated under the terms of this policy and related administrative guidelines shall be maintained as confidential to the extent permitted by law. Confidentiality, however, cannot be guaranteed. All Complainants proceeding through the formal investigation process will be advised that their identities may be disclosed to the Respondent.

During the course of a formal investigation, the Compliance Officer or his/her designee will instruct all members of the School District community and third parties who are interviewed about the importance of maintaining confidentiality. Any individual who is interviewed as part of a harassment investigation is expected not to disclose any information that s/he learns or that s/he provides during the course of the investigation.

All public records created as a part of an investigation of a complaint of harassment will be maintained by the Compliance Officer in accordance with the School Board's records retention policy. Any records that are considered student education records in accordance with the Family Educational Rights and Privacy Act (FERPA) or under Michigan's student records law will be maintained in a manner consistent with the provisions of the Federal and State laws.

USE OF SECLUSION AND RESTRAINT

Pursuant to Public Act 395 of 2016, MCL §380.1307a, the Board directs the Superintendent to adopt as an administrative guideline a local policy, applicable to all District administrators, staff and contractors, that is consistent with the policy issued by the Michigan Department of Education in connection with the requirements of Public Acts 394 through 402 of 2016, MCL §380.1307, et seq., regarding restrictions on the use of seclusion and restraint in public schools. This policy is to accomplish the following objectives:

A. Promote the care, safety, welfare and security of the school community and the dignity of each pupil.
B. Encourage the use of proactive, effective, evidence- and research-based strategies and best practices to reduce the occurrence of challenging behaviors, eliminate the use of seclusion and restraint, and increase meaningful instructional time for all pupils.
C. Ensure that seclusion and physical restraint are used only as a last resort in an emergency situation and are subject to diligent assessment, monitoring, documentation and reporting by trained personnel.

AGIV-14. Use of Seclusion and Restraint.

Pursuant to Public Act 395 of 2016, MCL §380.1307a et seq., and Board of Education Policy Article IV, Section 14, the following administrative guidelines are issued to implement the requirements regarding the use of seclusion and physical restraint in the District.

I. Definitions

A. "Chemical restraint" means the administration of medication for the purpose of restraint.

B. "De-escalation techniques" means evidence- and research-based strategically employed verbal or nonverbal interventions used to reduce the intensity of threatening behavior before, during, and after a crisis situation occurs.

C. "Documentation" means documentation developed by the department that is uniform across the state.

D. "Emergency physical restraint" means a last resort emergency safety intervention involving physical restraint that is necessitated by an ongoing emergency situation and that provides an opportunity for the pupil to regain self-control while maintaining the safety of the pupil and others. Emergency physical restraint does not include physical restraint that is used for the convenience of school personnel, as a substitute for an educational program, as a form of discipline or punishment, as a substitute for less restrictive alternatives, as a substitute for adequate staffing, or as a substitute for school personnel training in positive behavioral intervention and support. Emergency physical restraint does not include a practice prohibited under MCL §380.1307b. Emergency physical restraint does not include physical restraint when contraindicated based on a pupil's disability, health care needs, or medical or psychiatric condition, as documented in a record or records made available to the school.

E. "Emergency seclusion" means a last resort emergency safety intervention involving seclusion that is necessitated by an ongoing emergency situation and that provides an opportunity for the pupil to regain self-control while maintaining the safety of the pupil and others. To qualify as emergency seclusion, there must be continuous observation by school personnel of the pupil in seclusion, and the room or area used for confinement must comply with state and local fire and building codes; must not be locked; must not prevent the pupil from exiting the area if school personnel become incapacitated or leave that area; and must provide for adequate space, lighting, ventilation, viewing, and the safety and dignity of the pupil and others, in accordance with department guidelines. Emergency seclusion does not include the confinement of preschool children or of pupils who are severely self-injurious or suicidal; seclusion that is used for the convenience of school personnel, as a substitute for an educational program, as a form of discipline or punishment, as a substitute for less restrictive alternatives, as a substitute for adequate staffing, or as a substitute for school personnel training in positive behavioral intervention and support; or a practice prohibited under MCL §380.1307b. Emergency seclusion does not include seclusion when contraindicated based on a pupil's disability, health care needs, or medical or psychiatric condition, as documented in a record or records made available to the school.

F. "Emergency situation" means a situation in which a pupil's behavior poses imminent risk to the safety of the individual pupil or to the safety of others. An emergency situation requires an immediate intervention.

G. "Functional behavioral assessment" means an evidence- and research-based systematic process for identifying the events that trigger and maintain problem behavior in an educational setting. A functional behavioral assessment shall describe specific problematic behaviors, report the frequency of the behaviors, assess environmental and other setting conditions where problematic behaviors occur, and identify the factors that are maintaining the behaviors over time.

H. "Key identified personnel" means those individuals who have received the mandatory training described in MCL §380.1307g(b)(i) to (xvi).

I. "Mechanical restraint" means the use of any device, article, garment, or material attached to or adjacent to a pupil's body to perform restraint.

J. "Physical restraint" means restraint involving direct physical contact.

K. "Positive behavioral intervention and support" means a framework to assist school personnel in adopting and organizing evidence-based behavioral interventions into an integrated continuum of intensifying supports based on pupil need that unites examination of the function of the problem behavior and the teaching of alternative skill repertoires to enhance academic and social behavior outcomes for all pupils.

L. "Positive behavioral intervention and support plan" means a pupil-specific support plan composed of individualized, functional behavioral assessment-based intervention strategies, including, as appropriate to the pupil, guidance or instruction for the pupil to use new skills as a replacement for problem behaviors, some rearrangement of the antecedent environment so that problems can be prevented and desirable behaviors can be encouraged, and procedures for monitoring, evaluating, and modifying the plan as necessary.

M. "Prone restraint" means the restraint of an individual facedown.

N. "Regularly and continuously work under contract" means that term as defined in MCL §380.1230.

O. "Restraint" means an action that prevents or significantly restricts a pupil's movement. Restraint does not include the brief holding of a pupil in order to calm or comfort, the minimum contact necessary to physically escort a pupil from one (1) area to another, the minimum contact necessary to assist a pupil in completing a task or response if the pupil does not resist or resistance is minimal in intensity or duration, or the holding of a pupil for a brief time in order to prevent an impulsive behavior that threatens the pupil's immediate safety, such as running in front of a car. Restraint does not include the administration of medication prescribed by and administered in accordance with the directions of a physician, an adaptive or protective device recommended by a physician or therapist when it is used as recommended, or safety equipment used by the general pupil population as intended, such as a seat belt or safety harness on school transportation. Restraint does not include necessary actions taken to break up a fight, to stop a physical assault, as defined in MCL §380.1310, or to take a weapon from a pupil. Restraint does not include actions that are an integral part of a sporting event, such as a referee pulling football players off of a pile or a similar action.

P. "Restraint that negatively impacts breathing" means any restraint that inhibits breathing, including floor restraints, facedown position, or any position in which an individual is bent over in such a way that it is difficult to breathe. This includes a seated or kneeling position in which an individual being restrained is bent over at the waist and restraint that involves sitting or lying across an individual's back or stomach.

Q. "School personnel" includes all individuals employed in a public school or assigned to regularly and continuously work under contract or under agreement in a public school, or public school personnel providing service at a nonpublic school.

R. "Seclusion" means the confinement of a pupil in a room or other space from which the pupil is physically prevented from leaving. Seclusion does not include the general confinement of pupils if that confinement is an integral part of an emergency lockdown drill required under section 19(5) of the fire prevention code, 1941 PA 207, MCL 29.19, or of another emergency security procedure that is necessary to protect the safety of pupils.

II. Prohibited Practices

The following practices are prohibited for school personnel in the District's public schools under all circumstances, including emergency situations.

A. Corporal punishment, as defined in MCL §380.1312.

B. The deprivation of basic needs.

C. Child abuse.

D. Seclusion, other than emergency seclusion.

E. The intentional application of any noxious substance or stimulus that results in physical pain or extreme discomfort. A noxious substance or stimulus is prohibited whether it is generally acknowledged or is specific to the pupil.

F. Mechanical restraint.

G. Chemical restraint.

H. Any restraint that negatively impacts breathing.

I. Prone restraint.

J. Physical restraint, other than emergency physical restraint.

K. Any other type of restraint.

III. Use of Emergency Seclusion and Emergency Physical Restraint

The following are requirements for using emergency seclusion and emergency physical restraint:

A. Emergency seclusion and emergency physical restraint may be used only under emergency situations and only if essential to providing for the safety of the pupil or safety of another.

B. Emergency seclusion and emergency physical restraint may not be used in place of appropriate less restrictive interventions.

C. Emergency seclusion and emergency physical restraint shall be performed in a manner that, based on research and evidence, is safe, appropriate, and proportionate to and sensitive to the pupil's severity of behavior, chronological and developmental age, physical size, gender, physical condition, medical condition, psychiatric condition, and personal history, including any history of physical or sexual abuse or other trauma.

D. School personnel shall call key identified personnel for help from within the school building either immediately at the onset of an emergency situation or, if it is reasonable under the particular circumstances for school personnel to believe that diverting their attention to calling for help would increase the risk to the safety of the pupil or to the safety of others, as soon as possible once the circumstances no longer support such a belief.

E. The District must ensure that substitute teachers are informed of and understand the procedures regarding use of emergency seclusion and emergency physical restraint. This requirement may be satisfied using online training and an online acknowledgment of understanding developed or approved by the department and completed by the substitute teacher.

F. Emergency seclusion should not be used any longer than necessary, based on research and evidence, to allow a pupil to regain control of his or her behavior to the point that the emergency situation necessitating the use of emergency seclusion is ended and generally no longer than fifteen (15) minutes for an elementary school pupil or twenty (20) minutes for a middle school or high school pupil. If an emergency seclusion lasts longer than fifteen (15) minutes for an elementary school pupil or twenty (20) minutes for a middle school or high school pupil, all of the following are required:

1. Additional support, which may include a change of staff, or introducing a nurse, specialist, or additional key identified personnel.

2. Documentation to explain the extension beyond the time limit.

G. Emergency physical restraint should not be used any longer than necessary, based on research and evidence, to allow a pupil to regain control of his or her behavior to the point that the emergency situation necessitating the use of emergency physical restraint is ended and generally no longer than ten (10) minutes. If an emergency physical restraint lasts longer than ten (10) minutes, all of the following are required:

1. Additional support, which may include a change of staff, or introducing a nurse, specialist, or additional key identified personnel.

2. Documentation to explain the extension beyond the time limit.

H. While using emergency seclusion or emergency physical restraint, school personnel must do all of the following:

1. Involve key identified personnel to protect the care, welfare, dignity, and safety of the pupil.

2. Continually observe the pupil in emergency seclusion or emergency physical restraint for indications of physical distress and seek medical assistance if there is a concern.

3. Document observations.

4. Ensure to the extent practicable, in light of the ongoing emergency situation, that the emergency physical restraint does not interfere with the pupil's ability to communicate using the pupil's primary mode of communication.

5. Ensure that at all times during the use of emergency seclusion or emergency physical restraint there are school personnel present who can communicate with the pupil using the pupil's primary mode of communication.

IV. Documentation and Reporting of Seclusion and Restraint

The following documentation and reporting are required for the use of any seclusion and restraint:

A. Each use of seclusion or restraint and the reason for each use shall be documented in writing and reported in writing or orally to the school building administration and the pupil's parent or guardian immediately and documented in a written report for each use of seclusion or restraint, including multiple uses within a given day, with this written report provided to the parent or guardian within the earlier of one (1) school day or seven (7) calendar days.

B. After any use of seclusion or restraint, school personnel must make reasonable efforts to debrief and consult with the parent or guardian, or with the parent or guardian and the pupil, as appropriate, regarding the determination of future actions. The debriefing and consultation shall be done in accordance with department guidelines and documented on forms developed by the department.

C. If a pupil exhibits a pattern of behavior that poses a substantial risk of creating an emergency situation in the future that could result in the use of emergency seclusion or emergency physical restraint, school personnel are encouraged to do all of the following:

1. Conduct a functional behavioral assessment.

2. Develop or revise a positive behavioral intervention and support plan to facilitate the elimination of the use of seclusion and restraint.

3. Develop an assessment and planning process conducted by a team knowledgeable about the pupil, including at least the parent or guardian; the pupil, if appropriate; the individuals responsible for implementation of the positive behavioral intervention and support plan; and individuals knowledgeable in positive behavioral intervention and support.

V. Development and Implementation of Emergency Intervention Plans

The following requirements apply if it becomes necessary to develop and implement an emergency intervention plan:

A. If a pupil exhibits a pattern of behavior that poses a substantial risk of creating an emergency situation in the future that could result in the use of emergency seclusion or emergency physical restraint, school personnel should develop a written emergency intervention plan to protect the health, safety, and dignity of the pupil. The emergency intervention plan should be developed in partnership with the parent or guardian by a team that includes a teacher, an individual knowledgeable about the legally permissible use of emergency seclusion and emergency physical restraint, and an individual knowledgeable about the use of positive behavioral intervention and support to eliminate the use of seclusion and restraint. The emergency intervention plan should be developed and implemented by taking all of the following documented steps:

1. Describe in detail the emergency intervention procedures.

2. Describe in detail the legal limits on the use of emergency seclusion and emergency physical restraint, including examples of legally permissible and prohibited use.

3. Make inquiry to the pupil's medical personnel, with parental consent, regarding any known medical or health contraindications for the use of emergency seclusion or emergency physical restraint.

4. Conduct a peer review by knowledgeable school personnel.

5. Provide the parent or guardian with all of the following, in writing and orally:

a. A detailed explanation of the positive behavioral intervention and support strategies that will be utilized to reduce the risk of the pupil's behavior creating an emergency situation.

b. An explanation of what constitutes an emergency situation as defined in section 1307h of the Michigan revised School Code, MCL 380.1307h, including examples of situations that would fall within the definition and situations that would fall outside the definition.

c. A detailed explanation of the intervention procedures to be followed in an emergency situation, including the potential use of emergency seclusion and emergency physical restraint.

d. A detailed explanation of the legal limits on the use of emergency seclusion and emergency physical restraint, including examples of legally permissible and prohibited use.

e. A description of possible discomforts or risks.

f. Answers to any questions.

B. A pupil who is the subject of an emergency intervention plan should be told or shown the circumstances under which emergency seclusion or emergency physical restraint could be used.

C. Emergency seclusion or emergency physical restraint must only be used in response to an ongoing emergency situation and not as a planned response for the convenience of school personnel, as discipline or punishment, or as a substitute for an appropriate educational program. The development of an emergency intervention plan shall be solely for the purpose of protecting the health, safety, and dignity of the pupil and does not expand the legally permissible use of emergency seclusion or emergency physical restraint.

VI. Requirements for Data Collection

The following data must be collected in connection with the use of any seclusion and restraint:

A. The District program in which pupils are enrolled, in accordance with department guidelines, shall collect and report data on and related to the use of restraint and seclusion in the District. In collecting and reporting this data, the District shall use existing data collection and reporting systems whenever possible. Incidents of use shall, at a minimum, be reported by race, age, grade, gender, disability status, medical condition, identity of the school personnel initiating the use of the restraint or seclusion, and identity of the school or program where the use occurred.

B. All of the following should occur with respect to the data collected under subdivision A.:

1. The data should be analyzed by the District in which the pupil is enrolled to determine the efficacy of the school's school wide system of behavioral support.

2. The data should be analyzed by the school and District in the context of attendance, suspension, expulsion, and dropout data.

3. The data should be analyzed by the school and District for the purposes of continuous improvement of training and technical assistance toward the elimination of seclusion and restraint.

4. The data should be analyzed by the school and the District on a schedule determined by the department.

5. The data should be reported electronically to the department in accordance with department guidelines by the District.

C. The department shall make available redacted, aggregate data on the reported use of seclusion and restraint, compiled by the District on a quarterly basis.

VII. Training

A. In accordance with department guidelines, the District shall implement a comprehensive training framework that includes awareness training for all school personnel who have regular contact with pupils and comprehensive training for key identified personnel as described in subdivision B.

B. The District shall identify sufficient key personnel to ensure that trained personnel are generally available for an emergency situation. Before using emergency seclusion or emergency physical restraint with

pupils, key identified personnel who may have to respond to an emergency situation shall be trained in all of subparagraphs 1. to 16. as follows and should be trained in all of subparagraphs 17. to 20. as follows:

1. Proactive practices and strategies that ensure the dignity of pupils.

2. Desescalation techniques.

3. Techniques to identify pupil behaviors that may trigger emergency situations.

4. Related safety considerations, including information regarding the increased risk of injury to pupils and school personnel when seclusion or restraint is used.

5. Instruction in the use of emergency seclusion and emergency physical restraint.

6. Identification of events and environmental factors that may trigger emergency situations.

7. Instruction on the state policy on the use of seclusion and restraint.

8. Description and identification of dangerous behaviors.

9. Methods for evaluating the risk of harm to determine whether the use of emergency seclusion or emergency physical restraint is warranted.

10. Types of seclusion.

11. Types of restraint.

12. The risk of using seclusion or restraint in consideration of a pupil's known and unknown physical or mental health conditions or psychological limitations.

13. The effects of seclusion and restraint on all pupils.

14. How to monitor for and identify the physical signs of distress and the implications for pupils generally and for pupils with particular physical or mental health conditions or psychological limitations.

15. How to obtain appropriate medical assistance.

16. Cardiopulmonary resuscitation and first aid.

17. Conflict resolution.

18. Mediation.

19. Social skills training.

20. Positive behavioral intervention and support strategies.

STUDENT ORGANIZATION FUNDRAISING REQUESTS

The Board permits up to two (2) fundraisers per week that involve the sale of food items and/or beverages that are not compliant with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in Schools regulations for consumption on campus during the school day by students.

Other than approved non-compliant fundraisers, the food and/or beverages items to be sold for any other fundraisers by student clubs and organizations, parent groups, or booster clubs and consumed on campus, shall comply with the current USDA Dietary Guidelines for Americans, and the USDA Smart Snacks in Schools nutrition standards.

District support organizations are encouraged to obtain 501(c)(3) status so that community members may properly take tax deductions for donations to the organization.

Please see Board Policy Article VI Finances, Section 18 - Fundraising, for more detail

All student clubs/organizations must register their fundraisers prior to the fundraiser taking place, the form can be found here. Planning in advance is essential.

GRANT FUNDS

It is the objective of the Board of Education to provide equal educational opportunities for all students within the District. Government agencies, as well as foundations, businesses, and individuals, periodically offer both human and material resources to the District that would benefit students and the educational program. Therefore, it is the intent of the Board to consider grant proposals and applications for their potential to enhance educational opportunities, the educational environment, and the physical and mental growth for each student.

The Superintendent shall review new Federal education legislation and prepare proposals for programs s/he deems would be of aid to the students of this District. The Superintendent shall approve each such proposal prior to its submission, and the Board shall approve all grants resulting from such proposals.

The Board regards available Federal funds of aid to local school districts and communities as a public trust. It forbids the use of Federal monies for partisan political activities and for any use that would not be in accord with Federal guidelines on discrimination.

No Federal funds received by the District shall be used (1) to develop or distribute materials, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual; (2) to distribute or to aid in the distribution by any organization of legally obscene materials to minors on school grounds; (3) to provide sex education or HIV-prevention education in schools unless that instruction is age appropriate and includes the health benefits of abstinence; or (4) to operate a program of contraceptive distribution in schools.

Grant Proposal Development

All grant proposals must support at least one (1) District goal or priority.

For projects where grant funds will not cover the entire cost of project implementation, additional fund sources must be identified, documented, and approved during the internal review process.

Grant Proposal Internal Review

Each grant proposal shall be reviewed and approved by the Superintendent prior to submission to the funding source.

Grant Administration

The administration of grants will adhere to all applicable Federal, State, and grantor rules and regulations as well as District policies and administrative guidelines.

The Superintendent is responsible for the efficient and effective administration of grant awards through the application of sound management practices.

The Superintendent is responsible for administering grant funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the grant award.

The District, in recognition of its unique combination of staff, facilities, and experience, shall employ the organizational and management strategies necessary to assure proper and efficient administration of grant awards.

All Federal funds received by the District will be used in accordance with the applicable Federal law. The Superintendent shall require that each draw of Federal monies is as close as administratively feasible to the related program expenditures and that, when restricted, such monies are used to supplement programs and funding and not to supplant or replace existing programming or current funding.

The Superintendent is authorized to sign related documents for grant administration, including documents required for submittal of grant proposals.

Employee positions established through the use of grant funding may terminate if and when the related grant funding ceases.

Program reports including but not limited to audit, site visits and final reports shall be submitted to the Superintendent for review and distribution to appropriate parties.

Fiscal Management

The financial management of grant funds shall be in compliance with all applicable Federal, State, and grantor rules, regulations, and assurances as well as District policies and administrative guidelines.

The Superintendent shall provide for the following:

Identification, in District accounts, of all grant awards received and expended and the programs under which they were received. For Federal programs and awards, identification shall include the Catalog of Federal Domestic Assistance (CFDA) title and number, Federal award identification number and year, name of the Federal agency and name of the pass-through entity, as applicable.

Accurate, current, and complete disclosure of the financial results of each Federally-sponsored project in accordance with the reporting requirements of the grant.

Effective control over and accountability for all funds, property, and other assets in their use solely for authorized purposes.

Recordkeeping and written procedures as may be required by Federal, State, and grantor rules and regulations pertaining to the grant award and accountability, including such provisions as may be applicable as cost sharing and matching requirements, budget revisions, audit requirements, reasonableness, allocability, and allowability of costs, comparison of expenditures with budget amounts for each award, procurement, property management and disposition, and payment/repayment requirements.

Disclosure of any potential conflict of interest and all mandatory violation disclosures potentially affecting the Federal award/grant to the Federal awarding agency or pass-through agency in accordance with applicable Federal policy.

Insurance coverage for real property and equipment, if applicable, equivalent to such property owned by the District.

Cost Principles

The Superintendent is responsible for the efficient and effective administration of grant funds through the application of sound management practices. Such funds shall be administered in a manner consistent with the associated agreements/assurances, program objectives, and the specific terms and conditions of the grant award.

Costs may be allowable to a specific grant award if the cost is necessary and reasonable for the performance of the grant program initiative, is in accordance with generally accepted accounting principles (GAAP), and is allocable to the grant award if the goods or services involved are charged in accordance with relative benefits accrued to the initiative. A cost is reasonable if it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the purchasing decision is made.

SCHOOL DISTRICT OF THE CITY OF HAZEL PARK
COUNTY OF OAKLAND
STATE OF MICHIGAN
RESOLUTION IN SUPPORT OF TEACHER APPRECIATION

WHEREAS, teachers mold future citizens through guidance and education; and

WHEREAS, teachers encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

WHEREAS, our community recognizes and supports its teachers in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED that the School District of the City of Hazel Park proclaims May 5 - 9, 2025 to be TEACHER APPRECIATION WEEK; and

BE IT FURTHER RESOLVED that the School District of the City of Hazel Park strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

AYES: Members:

NAYS: Members:

Adopted this 21th day of April, 2025.

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

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: Monica Papasian, Assistant Superintendent of Business and Operations
Subject: Budget Amendment #2
Date: April 21, 2025

We are proposing the following amendment for the General Fund Budget for 2024/25

	Amendment #2 2024/25
Revenues	$60,963,281
Expenses	$62,193,443
Transfer In/(Out)	$1,670,333
Surplus	$440,171
Opening Fund Balance	$992,877
Closing Fund Balance	$1,433,049

The amendment has taken into account all currently known factors that are impacting the District. This includes the following;

1. Current staffing and benefit structure
2. Local, State and Federal revenue sources
3. Estimated indirect and transfers to and from other funds
4. Review of the costs associated with services, supplies and materials

We have seen a slight increase of the surplus from Amendment #1 in April but anticipate that unspent appropriations will produce a final year end surplus around $440,000

Recommendation
That the Board of Education approve the 2nd Budget Amendment for fiscal year 2024/25.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

The School District of the City of Hazel Park

Of Oakland County

2nd Amended Budget

APPROPRIATION ACT
July 1, 2024-June 30, 2025

For

Public Hearing

For

Board of Education Adoption

April 14, 2025

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GENERAL FUND REVENUE
BUDGET
July 1, 2024-June 30, 2025
with prior year actuals

	2021-2022 Actual	2022-2023 Actual	2023-2024 Actual	2024-2025 Proposed Budget 6/26/2024	2024-2025 Amend 1 Budget 2/10/2025	2024-2025 Amend 2 Budget 4/14/2025
Local [1]	$5,710,889	$6,887,610 [1]	$6,341,953 [2]	$6,310,500	$8,645,668	$8,367,141 [3]
State	29,254,323	36,767,647	37,115,217	43,062,068	39,731,857	43,621,995
Federal	7,625,204	5,024,103	1,994,318	1,862,829	4,540,445	5,390,689
Other Transactions	2,511,584	2,813,231	4,302,134	2,940,000	3,583,456	3,583,456
	$45,102,000	**$51,492,591**	**$49,753,622**	**$54,175,397**	**$56,501,426**	**$60,963,281**

[1] Included in local revenue is $3,708,744 resulting from a levy of 18.0000 mills on non-homestead property approved in 2022. This revenue is to be used to pay wage, fringe benefit, purchased service, supply and material, and capital outlay expenses.

[2] Included in local revenue is $3,837,533 resulting from a levy of 18.0000 mills on non-homestead property approved in 2023. This revenue is to be used to pay wage, fringe benefit, purchased service, supply and material, and capital outlay expenses.

[3] Included in local revenue is $4,736,899 resulting from a levy of 18.0000 mills on non-homestead property approved in 2024. This revenue is to be used to pay wage, fringe benefit, purchased service, supply and material, and capital outlay expenses.

GENERAL FUND EXPENDITURES
BUDGET
July 1, 2024-June 30, 2025
with prior year actuals

	2021-2022 Actual	2022-2023 Actual	2023-2024 Actual	2024-2025 Proposed Budget 6/26/2024	2024-2025 Amend 1 Budget 2/10/2025	2024-2025 Amend 2 Budget 4/14/2025
INSTRUCTION						
Basic Programs	$19,018,480	$21,124,671	$21,379,370	$21,884,914	$22,395,123	$22,403,839
Added Needs	7,910,625	10,449,195	11,475,898	11,112,868	10,550,697	11,720,863
TOTAL INSTRUCTION	**$26,929,105**	**$31,573,866**	**$32,855,268**	**$32,997,782**	**$32,945,820**	**$34,124,702**
SUPPORT SERVICES						
Pupil	$2,846,050	$3,787,054	$4,001,330	$4,178,712	$3,872,146	$4,550,951
Instructional Staff	2,368,670	4,183,446	3,933,194	3,741,471	3,750,803	3,726,910
General Administration	757,674	936,837	870,417	793,531	819,193	1,164,419
School Administration	2,061,177	2,073,574	2,455,975	2,584,742	2,574,941	2,644,161
Business	680,521	878,736	747,801	810,588	1,208,587	1,246,366
Operation & Maintenance	5,268,235	5,627,792	6,843,136	5,965,755	5,924,393	5,952,292
Transportation	375,662	585,617	1,123,780	978,544	2,253,235	2,680,019
Central	2,184,853	1,619,253	2,207,674	2,185,108	2,302,946	2,298,218
Other	512,787	837,533	796,321	813,672	1,143,551	2,190,327
TOTAL SUPPORT SERVICES	**$17,055,629**	**$20,529,842**	**$22,979,628**	**$22,052,123**	**$23,849,795**	**$26,453,663**
Community Services	$163,471	$234,748	$226,275	$723,297	$575,323	$1,020,328
Debt Service	33,000	33,000	38,190	33,000	0	0
Payments to Subgrantee	266,665	342,062	464,723	293,000	594,750	594,750
TOTAL OTHER	**$463,136**	**$609,810**	**$729,188**	**$1,049,297**	**$1,170,073**	**$1,615,078**
GRAND TOTAL	**$44,447,870**	**$52,713,518**	**$56,564,081**	**$56,099,202**	**$57,965,688**	**$62,193,443**
OTHER FIN. SOURCES (USES)						
Transfers In	**$2,014,511**	**$1,626,076**	**$2,121,044**	**$1,687,000**	**$2,166,021**	**$1,966,021**
Transfers Out	**(292,088)**	**(296,088)**	**(295,393)**	**(293,000)**	**(295,688)**	**(295,688)**
TOTAL OTHER FIN. SOURCES (USES)	**$1,722,423**	**$1,329,988**	**$1,825,651**	**$1,394,000**	**$1,870,333**	**$1,670,333**
Excess	$2,376,553	$109,061	($4,984,808)	($529,805)	$406,071	$440,171
Beginning Fund Balance (Deficit)	3,492,060	5,868,613	5,977,685	992,877	992,877	992,877
Ending Fund Balance (Deficit)	**$5,868,613**	**$5,977,685**	**$992,877**	**$463,072**	**$1,398,948**	**$1,433,049**
As % of Total Expenses	13.20%	11.34%	1.76%	0.83%	2.41%	2.30%

RESOLUTION FOR ADOPTION BY
THE BOARD OF EDUCATION OF THE SCHOOL DISTRICT OF THE CITY OF HAZEL PARK
2024-2025 BUDGET

RESOLVED, that this resolution shall be the **GENERAL FUND** Appropriation Act of The School District of the City of Hazel Park for the fiscal year 2024-2025. A resolution to make appropriations: and to provide for the disposition of all income received by The School District of the City of Hazel Park.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **GENERAL FUND** of The School District of the City of Hazel Park for fiscal year 2024-2025, be adopted as follows:

REVENUE		
Local	8,367,141	
State	43,621,995	
Federal	5,390,689	
Other Transaction	3,583,456	
Total Revenue		**$60,963,281**
Beginning Fund Balance (Deficit)	992,877	
Estimated Fund Balance Available to Appropriate		**992,877**
TOTAL APPROPRIATED FOR GENERAL FUND		**$61,956,158**

BE IT FURTHER RESOLVED, that **$60,227,422** in the **GENERAL FUND** is hereby appropriated in the amounts and for the purposes set forth below

FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to the Appropriation Act as Adopted by the Board of Education.

EXPENDITURES

Instruction:		
Basic Programs	22,403,839	
Added Needs	11,720,863	
Adult/Continuing Education	0	
Support Services:		
Pupil	4,550,951	
Instructional Staff	3,726,910	
General Administration	1,164,419	
School Administration	2,644,161	
Business	1,246,366	
Operation & Maintenance	5,952,292	
Transportation	2,680,019	
Central	2,298,218	
Other	2,190,327	
Community Services	1,020,328	
Outgoing Transfers & Other Transactions	(1,966,021)	
Debt Service and Subgrantee Payments	594,750	
TOTAL APPROPRIATED - GENERAL FUND		**$ 60,227,422**
ESTIMATED EDNING FUND BALANCE		**$ 1,433,049**

FURTHER BE IT RESOLVED, that the revenue from the levy of 18 mills on non-homestead property (with Commercial Personal Property being exempted from 12 of these 18 mills) be used to pay wages, fringe benefits, purchased services, supplies and materials, capital outlay, and for transfers to other funds or governmental entities (O.C.I.S.D.).

FURTHER RESOLVED that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to the Appropriation Act as Adopted by the Board of Education.

BE IT FURTHER RESOLVED, that the Superintendent and his/her designee are hereby charged with the responsibility of preparing and presenting proposed budgets and executing the budgets adopted by the Board.

FURTHER RESOLVED, that for purposes of meeting emergency needs of the district in the event that an appropriation is insufficient and there is no regular scheduled board meeting prior to the date the expenditure exceeding the appropriation would normally occur, transfers of appropriation not to exceed $100,000 may be made upon written authorization of the Superintendent or his/her designee. When a transfer, as permitted by this resolution, is made, said transfer shall be presented to the Board of Education at the next regular scheduled Board of Education meeting as an amendment to the Appropriation.

OaklandSchools
2111 Pontiac Lake Rd.
Waterford, MI 48328
248.209.2000
oakland.k12.mi.us

April 1, 2025

Dear Board of Education Designate:

The Oakland Schools Board of Education and I invite you to review the enclosed proposed Oakland Schools budget for FY 2025-26. Per the Michigan School Code, Section 380.624(2), the proposed FY 2025-26 **General Fund budget** is to be submitted to its constituent district Boards of Education for review. For transparency purposes, Oakland Schools has included the budgets for all of our funds in the enclosed document; however, it is only the **General Fund budget** upon which constituent districts vote. More details regarding the timing of the Designates meeting and your board resolution appear near the end of this transmittal letter.

As you know, Oakland Schools is primarily funded by property tax dollars, and we are projecting a growth factor in Oakland Schools' property tax revenues of 3.7%. Tax revenue projections are conservative compared to Oakland County taxable value increase projections as actual taxable value figures are not available during the preparation of this budget.

Please refer to the Enterprise-Wide Executive Summary for a discussion of key projects and initiatives contained in the 2025-26 budget, including but not limited to:

- Oakland Schools Technical Campus Renovations
- Artificial Intelligence
- Social-Emotional Wellbeing and Mental Health Support
- Business Office Residency Program
- HR Leadership Academy
- Essential Practices in Instruction ⇄ Capacity & Coherence (EPIC) Numeracy Project
- Literacy Essentials Oakland (LEO)
- Nanotechnology, Artificial Intelligence and Synthetic Biology (NAIS) Lab
- Shared Services

Subsidies
Oakland Schools provides almost $1.4 million in subsidies for software and other instructional tools in the areas of Career and Technical Education and curriculum and assessment. The subsidies provided in the 2025-26 budget are detailed within this document and are exclusive of pass-through grant funds, other district allocations and the cost of dedicated staff who support student and finance/HR software and applications.

Personnel Costs
Step increases for those employees who are eligible are included in the 2025-26 budget along with a 2.0% salary increase for all staff. All union salary changes, including step adjustments, are subject to collective bargaining.

PA-18 Special Education Funding
Oakland Schools receives property tax revenue for support of Special Education programs. The base distribution of PA-18 funding to local school districts is budgeted to increase approximately $10.3 million or 5.9%. Additionally, $2.5 million is budgeted for other LEA distributions for group home expenditures, reimbursements to districts for educating incarcerated youth, special education program startup and extraordinary expenditures and capital. In FY 2024-25, Oakland Schools distributed additional PA-18 funds totaling $5.6 million above the base distribution.

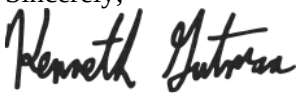
Planning for the Future
Oakland Schools is dedicated to sound financial planning and preparing for economic uncertainties in the future. In that regard, we utilize a five-year forecast that is updated with each budget amendment and incorporates projections from Oakland County Equalization for taxable values. We also maintain a five-year capital plan that is updated annually to prepare for necessary improvements and upgrades to facilities and equipment.

Please be assured that we will continue to work hard to ensure that the budget reflects our continued commitment to increasing student achievement, using economies of scale to decrease operating costs for local districts, customizing and regionalizing programs and services to meet the diverse needs of our constituent school districts, and assisting schools and districts in meeting state and federal mandates.

Per the Michigan School Code, Section 380.624(2), the proposed FY 2025-26 **General Fund budget** is to be submitted to its constituent districts' Boards of Education for review by May 1. Not later than June 1, the board of each constituent district shall adopt a resolution of support or non-support of the **General Fund budget**. A presentation of the budget to our 28 local school district business managers is scheduled to occur at their meeting of the Oakland County School Business Officials on April 11, 2025. The Oakland Schools Board of Education will then hold a Designates Meeting on April 23 at 6:00 PM, providing local board designates and district administration an opportunity to review the General Fund budget prior to submitting their board's resolution to Oakland Schools on or before June 1, 2025. Please note that while Oakland Schools provides all our fund budgets to our constituent districts for review, LEA Designates are only voting on the General Fund budget.

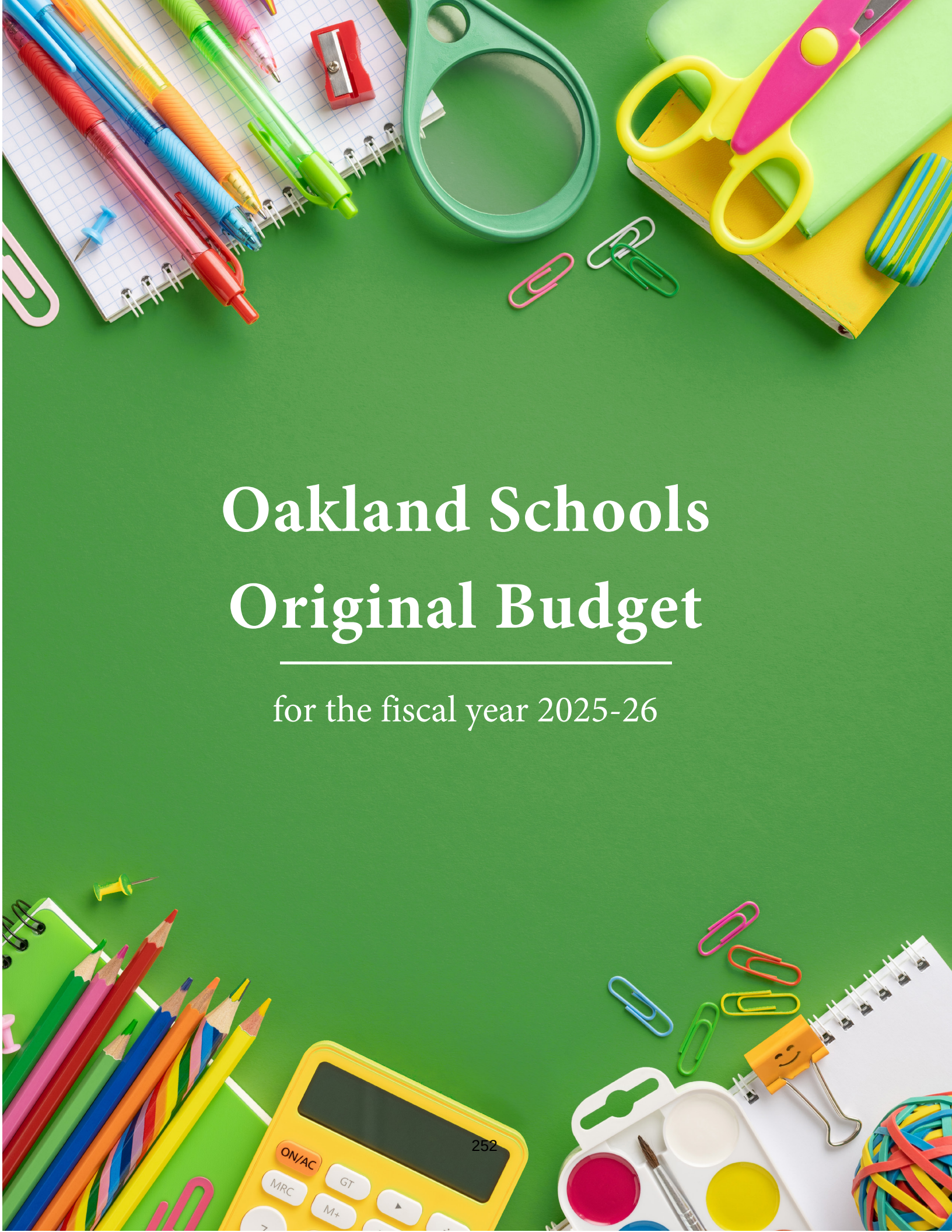
The Oakland Schools Board of Education will hold a Truth in Budgeting hearing on June 3 and will consider the FY 2025-26 proposed budget documents for approval during its regular meeting that night. Should you have any questions regarding the budget, please contact my office at 248.209.2424. All questions will receive prompt replies.

Sincerely,



Kenneth Gutman
Superintendent
Oakland Schools

cc: District Superintendent
District Business Manager



Oakland Schools
Original Budget

for the fiscal year 2025-26

Oakland Schools Enterprise-Wide Overview

Oakland Schools is one of 56 Intermediate Schools Districts (ISDs) established in Michigan in 1962. ISDs are regional service agencies that provide support services to constituent district school personnel that are best delivered regionally, as measured by cost, size and quality advantages. Oakland Schools is an autonomous, tax-supported public school district governed by Michigan General School Law.

Our Mission

Every Student. Every Day.

Our Beliefs

We believe:

- It's about service.
- Students form the lens through which our best educational decisions are made.
- All students can and will learn.
- Collaboration builds understanding.
- Education is a shared responsibility.
- Our success depends upon our employees.
- Change is opportunity.
- Lifelong learning is a key to lifelong success.
- Effective relationships are powerful.
- Differences expand our thinking.
- Visionary leadership creates a dynamic environment.
- We must develop leaders for tomorrow.
- Ethical behavior is everyone's responsibility.

Our Credo

Service, expertise, and excellence form the foundation of Oakland Schools. We prepare students to be meaningful contributors in a diverse society. Continuous learning drives our efforts to support local districts and the community while fostering a global perspective. Organizational strength and effectiveness come from inclusion, advocacy, innovation, and leadership. We share responsibility for leading the Oakland County educational community.

We believe our first responsibility is to the educators of Oakland County, their students and families. We believe that all students can learn, and will, given the right resources and time. Our services, products, tools, and knowledge are focused to support high levels of student achievement, maximize resources and meet compliance obligations. Through visionary leadership and inclusive relationships, we develop regional capacity for the continuous improvement of student learning.

We believe every employee can be highly productive. We support ongoing learning by providing necessary tools and resources. We hold one another to a high standard of professionalism, respect, integrity, and fairness. Together, we embrace a culture that promotes ideas and innovation as it encourages creativity and fun. We deliver high quality service as we advocate for every child.

We collaborate with the Oakland County community and develop strong partnerships with all levels of government, business, social agencies, and education to enhance the quality of life in this region. These collaborations strengthen teaching and learning and increase opportunities for Oakland County students as they graduate to a global economy. For all those with whom we work and whom we serve, we pledge to partner in practices that honor collaboration, responsible stewardship of public resources, transparent business practices and ethical behavior.

Our Objectives

Oakland Schools' organizational strategies are centered around these three objectives:

- Increasing student achievement
- Serving the diverse needs of schools
- Decreasing costs and increasing efficiencies.

How We Are Funded

Our proposed total funding for fiscal year 2025-26 is $503.6 million:

- Property taxes - $259.9 million
- Other local revenue and investment revenue - $48.0 million
- State source revenue - $24.7 million
- Other financing sources & indirect revenue - $14.0 million
- Estimated grant award funding - $157.0 million

Note: Funding as presented is net of eligible inter-company eliminated Risk Related Activity Fund revenues.

How We Use Our Resources

Our proposed total expenditures for fiscal year 2025-26 are $509.7 million:

- Salary, wage, and benefits - $87.1 million
- Purchased Services, Supplies, Utilities & Dues/Fees - $25.6 million
- Capital outlay - $17.8 million
- Transfers to LEAs and other funds - $218.8 million
- Grant related expenditures - $157.0 million
- Payment on existing debt - $3.4 million

Note: Expenditures as presented are net of eligible inter-company eliminated Risk Related Activity Fund expenses.

What's New or of Special Significance in the 2025-26 Oakland Schools Budget?

Revenues

Property tax revenue is budgeted to increase by 3.7%, or $9.3 million. Taxable values have been increasing incrementally over the last twelve years and finally reached pre-recession levels in 2022-23. While taxable values in Oakland County are expected to increase just over 4.0%, the District is using a conservative estimate in the 2025-26 budget until actual taxable values are made available. Tax abatements leveled off significantly after peaking in fiscal years 2012 and 2013, however an increase in tax tribunal challenges occurred in 2023-24 and the District carefully monitors open cases with the assistance of Oakland County Equalization. The District holds reserves for anticipated losses due to these abatements.

Oakland Schools Technical Campus Renovations

Oakland Schools is undergoing significant projects to renovate and refresh our four technical campuses. A high-level summary of the projects follows:

- Phase I – work has been completed on an upgrade to the secured entrances for all four Oakland Schools Technical Campus (OSTC) buildings. The renovation has improved safety/security infrastructure and enhanced the student and guest experience. Included in the secured entrance renovation are Welcome Centers for visitors waiting to be screened for entry into the buildings. The Welcome Centers highlight OSTC academic programs, events and awards.
- Phase II – a second phase of OSTC renovations is currently in progress. The project contains two major renovation and construction projects, OSTC Corridor Refresh and parking lot replacement. Oakland Schools has partnered with an architectural firm to update corridor lighting, flooring,

wayfinding, and program identification for all four campuses. The project also includes upgrades to student collaboration spaces in common areas of the building. All parking lots will be replaced and security gates installed at all campuses. The OSTC Corridor Refresh and parking lot projects will be completed during Summer 2025.

Artificial Intelligence

It has become clear that education service agencies must harness the transformative power of artificial intelligence (AI) to address the growing complexities of education. AI presents an unparalleled opportunity to enhance operational efficiency, support instruction, and enable data-driven decision-making, offering significant benefits to the 28 districts Oakland Schools proudly serves.

To align with Oakland Schools' mission of providing innovative, high-impact solutions for our districts, our Technology Services department is actively developing plans to establish an AI Strategy Team. This initiative would begin through close collaboration with key departmental areas directly serving our local districts, ensuring alignment with their immediate and future needs.

By launching an AI Strategy Team, we can proactively support districts in areas such as personalized learning, predictive analytics to drive student success, and streamlined administrative processes. Just as importantly, we are committed to implementing AI in ethical, equitable, and transparent ways. This effort positions Oakland Schools as an innovation leader, fully aligned with our mission to provide forward-thinking, high-impact solutions that empower educators and improve outcomes for every student we serve.

By embedding AI-driven solutions within our own internal operations, we can enhance the efficiency and effectiveness of Oakland Schools' services, ensuring that we are modeling the very innovations we champion for our districts. From improving internal workflows to leveraging predictive analytics for strategic decision-making, these efforts will enable Oakland Schools to operate as a more agile and responsive organization. Ultimately, this internal alignment not only strengthens our capacity to serve districts but also reinforces our role as a trusted leader in educational technology and innovation.

While the exact staffing, professional services, and technology needed to develop the AI Strategy Team are still being determined, a $1 million budget has been established in the General Education Fund in 2025-26 to support these efforts.

Social-Emotional Wellbeing and Mental Health Support

Oakland Schools remains committed to supporting the social-emotional well-being and mental health needs of students and educators across our districts. As the demand for these services continues to grow, we are expanding our resources and partnerships to further strengthen mental health support at all levels. In 2025-26, our mental health team will continue to provide critical support in key areas:

- *Expanding Tier 1 Supports* – Increasing access to Youth Mental Health First Aid, Positive Behavioral Interventions and Supports (PBIS), and Social-Emotional Learning (SEL) strategies to promote student and staff wellbeing.
- *Enhancing School Safety* – Strengthening both physical and psychological safety through the PREPaRE curriculum, the I Love You Guys Foundation training, and additional crisis-response initiatives.
- *Advancing Suicide Prevention and Postvention* – Providing professional learning on updated suicide prevention strategies and postvention supports to respond effectively in times of crisis.
- *Improving Crisis Prevention and De-escalation* – Expanding training in Nonviolent Crisis Intervention (CPI) and Life Space Crisis Intervention (LSCI) to equip school staff with strategies for preventing and safely managing crisis situations.

- *Developing School-Based Mental Health Systems* – Continuing to help districts build and sustain comprehensive mental health frameworks that integrate school, community, and state-level supports.

Additionally, we are working closely with districts to maximize the impact of state categorical funding, including:

- *31n Funding* – Supporting the expansion of licensed, school-based mental health professionals to increase Tier 2 and 3 interventions.
- *31p Funding* – Helping districts implement **three-tiered SEL curricula** to promote emotional resilience and wellbeing at all grade levels.

Crisis Response & Trauma Support

Oakland Schools remains a key partner in providing direct support to districts experiencing traumatic events. We continue to offer crisis response and recovery assistance, including ongoing consultation with Oxford Community Schools and expanded support for other districts impacted by trauma. In the 2025-26 school year, we will build on our crisis response efforts by strengthening trauma-informed approaches and increasing district capacity to address both immediate and long-term student and staff needs.

Comprehensive Safety & Threat Assessment Training

- *PREPaRE Training* – Oakland Schools continues to partner with the National Association of School Psychologists to provide PREPaRE (Prevent, Reaffirm, Evaluate, Provide and Respond, Examine) training. Our team of PREPaRE trainers continue to expand their work with districts to enhance school crisis prevention, response, and recovery planning. As of March 17, 2025, we have 499 Oakland County educators trained in workshop 1 with representation in 23 of our 28 districts. Workshop 2 has representation in 28 or 28 districts with 368 Oakland County educators trained.
- *Behavioral Threat Assessment and Management (BTAM)* – In collaboration with the Michigan State Police, Oakland Community Health Network, and national experts, we are expanding access to countywide training on the BTAM model. Our in-house trainers will continue to build district capacity to assess and manage potential threats while strengthening relationships with community partners. As of March 1, 2025, we have 557 Oakland County educators from 22 of our 28 districts and 26 Oakland County resource officers.
- *Comprehensive School Suicide Prevention* - In partnership with Dr. Steven Brock, we have expanded our offerings around comprehensive school suicide prevention to offer more in depth work around suicide assessment, prevention strategies, and postvention response. As of March 1, 2025, we have 252 Oakland County Educators that have taken part in this training.

Intensive Mental Health & Complex Behavior Support

Our mental health team will broaden access to specialized support services, including:

- *Aspire Program* – A continued partnership with New Oakland Family Services to provide intensive mental health support for students.
- *Psychiatric Consultation Services* – Expanding opportunities for districts to consult with a licensed psychiatrist on complex student mental health cases.
- *Student Problem-Solving Services* – Enhancing a multidisciplinary approach to support districts in addressing complex behavior and mental health needs.

As we look ahead to 2025-26, Oakland Schools remains dedicated to fostering safe, supportive learning environments and providing districts with the expertise, training, and resources they need to address evolving mental health needs.

Production, Printing & Graphics
Production, Printing & Graphics (PP&G) was established to support the printing needs of Oakland Schools, local districts, and non-profit and municipal organizations. The program has consistently delivered high-quality print materials, encompassing brochures, bulletins, business cards, calendars, newsletters, posters, 3D printing, and various other items, at rates below market standards since its inception. Despite facing escalating costs and subsequent deficits within the program fund, we have maintained steady pricing. However, with the gradual depletion of the fund balance, adjustments to pricing have become imperative to sustain operations. Beginning in 2024-25, we have begun to implement incremental price adjustments while subsidizing a portion of the costs, with the ultimate goal of restoring the program to self-sustainability. Additional price increases will occur in 2025-26, while still maintaining below-market prices.

Special Collaborative Projects
Business Office Residency Program
Oakland Schools Administration has developed, with input from local district stakeholders, a Business Office Residency Program which began in June 2024. The program is in response to the significant turnover and retirement of local district business office staff without an adequate pipeline to fill the vacancies. This is a two-year program in which a cohort of four individuals are receiving training, leadership development, a Michigan School Business Officials certification, and internships with local districts. The intended outcome is that these individuals will be prepared to take leadership roles within our local district business offices upon completion. The program has had a very successful first year and this cohort will complete their training throughout 2025-26.

Human Resources Leadership Academy
Oakland Schools launched the Human Resources Leadership Academy (HRLA) in 2024-2025 as a two-year leadership development program designed to cultivate future human resource leaders across the county. The program blends training with hands-on experience, preparing participants to step into HR leadership roles.

In the first year, participants engage in professional development, gaining foundational knowledge and skills. The second year focuses on project-based learning within district settings, where participants tackle real-world HR challenges. Capstone projects focus on critical HR areas, including recruitment, performance evaluations, employee training, and recruitment. Through these capstone projects, participants develop practical solutions that enhance HR practices, ensuring they are prepared to step confidently into a leadership role.

The General Education Fund is fully funding both the Business Office Residency and HR Leadership Academy programs.

Literacy Essentials Oakland
The Literacy Essentials Oakland (LEO) project is a multi-year initiative aimed at ensuring early literacy success for children in Oakland County. Established in 2019-20, the project remains rooted in research and emphasizes:

- **Building district capacity** through tailored professional learning
- **Providing job-embedded coaching** for sustainable instructional improvement
- **Using student outcome and implementation data** to inform instructional decisions

In 2024-25, we made significant progress in ensuring educational excellence via the following indicators:

- Metrics analytics indicate strength in integrated, multi-layered coaching systems while short-term data cycles remain a growth area.

- LEO leadership teams are adjusting services to strengthen the use of short-term data cycles to drive instructional decisions.
- Collaboration with state-funded literacy coaches continues, supporting full coaching cycles, evidence-based practices, and alignment with new K-12 Literacy and Dyslexia legislation.
- Upcoming PL events:
    - **Layered Learning Labs**: An innovative model combining coaching cycles with job-embedded learning
    - **Essential Practices for Elementary Principals**: Supporting leadership in guiding educators through instructional shifts
    - **MDE's Dyslexia Summit**: Partnering to enhance understanding and implementation of evidence-based literacy strategies

Looking ahead to 2025-26, we are focusing on:

- Enhanced support for literacy coaches
- Stronger collaboration between the District and School Services (DSS) and Special Populations departments within Oakland Schools
- Deepening Tier 1 instruction supports to ensure foundational literacy success for all students

Oakland Schools is providing up to $5 million for Literacy Essentials Oakland.

Numeracy Initiative (EPIC – Essential Practices in Instruction ⇄ Capacity & Coherence)
The Numeracy initiative has been developed in 2024-25 in response to declining performance from 3rd-6th grade on the Mathematics M-STEP. This project is designed to increase an organization's capacity to support effective mathematics practices leading to increased student outcomes in mathematics. The three key priorities include:

- **Enhancing equitable, research-based instructional practices** in grades 4-6 (with an emphasis on 6th grade)
- **Building instructional leadership capacity**, focusing on both administrative and non-administrative instructional leaders (teachers, coaches, coordinators)
- **Strengthening district-level coherence**, improving alignment of professional learning plans and instructional tools with district-wide goals

Even though this initiative is in its early stages, good progress has already been made and will continue into 2025-26 with the following focus:

- **Ongoing Plan-Do-Study-Act (PDSA) cycles** in 13 classrooms across 12 schools and 10 districts, targeting improved mathematical discourse, participation, and evidence-based instructional strategies.
- **Strengthening district-wide alignment efforts** to ensure mathematics interventions are more effectively integrated into broader instructional improvement plans.
- **Professional learning and coaching support** for educators, ensuring effective implementation of high-impact instructional strategies in mathematics.
- **Emphasis on instructional leadership development**, helping school leaders support and sustain best practices in mathematics instruction.

HR/Finance Consortium
The HR/Finance Consortium Fund was established in FY 2012-13 as a result of a collaborative effort between Oakland County school districts to select a countywide Enterprise Resource Planning (ERP) system for HR and financial applications. The school districts formed a consortium called the Michigan Partnership for Essential Education Resources (MiPEER).

The MIPEER Consortium unites 20 Oakland County districts through a comprehensive ERP solution that streamlines finance, HR, and payroll operations with standardized processes. Powered by the BusinessPlus software, the consortium is supported by a specialized 18-member team including analysts, specialists, programmers, and database administrators. This expert team resolves technical issues, adapts processes to meet evolving district needs and government regulations, and ensures uninterrupted system performance. Beyond day-to-day support, the team orchestrates software upgrades, conducts rigorous system testing, delivers targeted training, facilitates collaborative user group meetings, and provides valuable industry insights to member districts. As a division of Oakland Schools Technology Services, the MIPEER support team has established itself as an education ERP leader, consistently driving process innovation and excellence.

MiServiceDesk
The Oakland Schools Services Desk oversees MiServiceDesk, which provides critical support for essential statewide educational solutions. This comprehensive tier 1 support ensures seamless accessibility for local districts and stakeholders throughout Michigan. Operating as the technical support division of the Michigan Collaboration Hub (MiCH), a strategic initiative led by Intermediate School Districts (ISDs) and the Michigan Association of Intermediate School Administrators (MAISA), MiServiceDesk maintains the reliability of numerous key systems.

- MiStrategyBank
- MICIP (Michigan Integrated Continuous Improvement Process)
- MiRead
- EduPaths
- MiEarly Childhood Connect
- Michigan Data Hub
- MiEWIMS (Michigan Early Warning Intervention and Monitoring System)

Nanotechnology, Artificial Intelligence and Synthetic Biology (NAIS) Lab
Our Nanotechnology, Artificial Intelligence, and Synthetic Biology lab will serve our local districts and public school academies as a resource they can visit during the school year. In this lab, located at the Southeast Technical Campus, students and educators will explore cutting-edge technologies firsthand. Nanotechnology involves manipulating materials at the molecular level to create new substances and devices with unique properties. Artificial Intelligence encompasses developing intelligent systems capable of tasks typically requiring human intelligence, such as problem-solving and decision-making. Synthetic Biology integrates principles from biology and engineering to design and construct novel biological components and systems. Through visits to the lab, students will gain exposure to these exciting scientific fields, preparing them for future opportunities and technological advancements. In the 2024-25 budget, 2.0 FTE for Nanotechnology Consultants were added for this new service's design, development, and deployment. We anticipate districts will be able to fully access this service during the 2027-28 school year.

Mobile STEM Classroom (STEMi)
Oakland Schools Administration and Student Services deployed a mobile Science, Technology, Engineering & Math (STEM) classroom called “the STEMi” in 2021. FY 2025-26 Capital Projects Fund budgets include estimated costs for capital needs and the Career Focused Education Fund budget includes lease costs for the vehicle and estimated costs of operating the STEMi. The mobile classroom is utilized by Oakland Schools’ constituent districts to supplement and extend their existing career readiness curriculum, instruction and assessments. The STEMi is fully booked at all 28 school districts and public school academies for the 2024-25 school year. The Board of Education will continue to receive quarterly Access and Impact updates from Student Services.

Focus on Cybersecurity
Oakland Schools has made substantial investments in cybersecurity including but not limited to the following:

- **Strengthened Security Infrastructure:** Identified vulnerabilities and enhanced security posture across all Oakland Schools-supported applications and devices
- **Implemented Enterprise-Level Authentication:** Deployed multi-factor authentication across all critical systems to prevent unauthorized access
- **Deployed Advanced Threat Detection:** Implemented an automated Security Information Event Management (SIEM) system to identify and neutralize threats in real-time, now extended to local districts
- **Enhanced Endpoint Protection:** Established comprehensive Endpoint Detection and Response (EDR) platform to secure all connected devices
- **Maintained Network Stability:** Successfully mitigated Distributed Denial of Service (DDoS) attacks to ensure uninterrupted educational services
- **Cultivated Security Culture:** Conducted ongoing cybersecurity awareness training and phishing simulation exercises to strengthen human defenses
- **Expanded District Security Partnership Programs:**
    - Provided access to professional internal and external penetration testing services
    - Offered shared SIEM solution capabilities to enhance district-wide threat visibility
    - Delivered comprehensive phishing simulation and cybersecurity awareness training platforms to field service districts

Financial Subsidies for Cooperative Services
Oakland Schools provides financial subsidies to support several cooperative agreements with constituent districts. The following financial subsidies are incorporated in the FY 2025-26 budget:

Department	Description	Budgeted Subsidy Amount
Students Services (Career Readiness)	Career cruising software (Xello)	$ 360,000
Students Services (Career & Technical Education)	CDX Automotive software	$ 31,400
Students Services (Career Readiness)	Industry connections platform (Nepris)	$ 250,000
Students Services (Career Readiness)	Alumni Pathways - Lightcast (Economic Modeling)	$ 45,000
District & School Services	Illuminate DnA student assessment & data analysis tool	$ 354,700
District & School Services	Discovery Education Streaming - digital video on demand and online teaching	$ 77,600
District & School Services	Atlas Rubicon curriculum management system	$ 199,500
District & School Services	STAMP (**STA**ndards-based **M**easurement of **P**roficiency) assessments	$ 46,600
	TOTAL SUBSIDIES	**$ 1,364,800**

Note: This reporting is required by Board Policy 3230. Subsidies do not include the cost of staff FTE providing direct district support.

In addition to the above financial subsidies, the District provides dedicated staff to support the MiStar student application and the PowerSchool application for the MiPEER consortium. Distributions are also made directly to districts for PA-18 special education funding, Career and Technical Education (CTE) transportation reimbursement and CTE regional programming funding. Details of those distributions can be found in those funds' specific budget sections of this document.

Employee Positions

- There is a net 1.3 FTE increase in positions contained in the 2025-26 budget, including the following:
    - 1.0 FTE – Human Resources Senior HR Generalist; this position will overlap with the HR Manager position for one year until that position is eliminated at the end of 2025-26
    - 1.0 FTE – split funded between District & School Services and Special Populations for a new Universal Design for Learning (UDL) Consultant. This position ensures collaboration between general and special education, fostering instruction that benefits all students while maximizing resources efficiently.
    - (.7) FTE – reductions in part-time staff in Student Services and Special Populations.

Personnel Costs

- Step increases for those employees who are eligible have been built into the 2025-26 budget; additionally, an across-the-board pay increase of 2.0% has been included in the proposed budget for all staff. This increase is consistent with union salary changes in the current collective bargaining agreement which expires June 30, 2027.
- Regarding the State-mandated retirement rate, there are 8 rates in effect, depending on the hire date of employees and their choices for eventual retirement benefits. The most common employee choice is for the Basic/MIP plan with Health Care Premium Subsidy. That rate is 31.36% through September 30, 2025, and will be reduced to 29.91% beginning October 1, 2025. Oakland Schools analyzed its own employee retirement elections and has projected an overall blended retirement rate of 28.56% for 2025-26, which includes employer contributions to Defined Contribution plans and the Personal Healthcare Fund.
- The "Hard Cap" for employee health care costs remains in effect for all labor groups. The hard cap dollar limits that employers may pay are subject to annual adjustment based on the medical consumer price index, over which the school district has no jurisdiction. In 2024-25, the Michigan Legislature passed House Bill 6058 (HB 6058) which increases the 2025 hard cap by 7%. While the bill has not been presented to the Governor for signature at the time of this document's printing, Oakland Schools has included the increase in the "Plan year beginning after 1/1/25" figures below. Growth in the medical consumer price index of 4.5% has been budgeted for 2025-26. If this projection proves to be accurate, the dollar limits that will be in effect will be as follows:

	Plan year beginning after 1/1/25*	Plan year beginning after 1/1/26*
Family	$ 22,523.34	$ 23,536.89
Individual plus one	$ 17,271.14	$ 18,048.34
Single	$ 8,258.54	$ 8,630.17

**projected, assuming adoption of HB 6058 and growth in the Medical CPI of 4.5%*

Michigan Tax Tribunal Expense

Michigan Tax Tribunal (MTT) judgments regarding property tax assessments have a direct impact on the expenditures of Oakland Schools. Unfavorable judgments result in the return of funds to the taxing authority with no recoupment of funds from the State of Michigan. As such, the District evaluates the risk of MTT losses with the assistance of Oakland County Equalization. The MTT reserve percentage for FY 2025-26 is budgeted at .25% of tax revenues, which equates to approximately $649,800 in expense.

PA-18 Special Education Funding
Oakland Schools receives property tax revenue for support of Special Education programs. In the last few years, the County has enjoyed healthy taxable value growth which correlates to increases in the amount that can be provided to local districts via the PA-18 distribution. In FY 2025-26 there is growth projected in tax revenues of 3.7%. The base distribution of PA-18 funding to local school districts is budgeted to increase approximately $10.3 million or 5.9% to $183,872,500. Additional distributions may be made to local districts based on 2024-25 final audited financial results.

What We Do - Programs & Services

Oakland Schools remains committed to making strategic investments in both current programming and new initiatives that enhance collaboration, efficiency, and impact for our constituent districts. The 2025-26 budget reflects our dedication to ensuring fiscal responsibility while maximizing the return on investment for school districts. By leveraging regional partnerships, emerging technologies, and cost-saving measures, we continue to support the evolving needs of Oakland County's students and educators.

District and School Services
The District and School Services (DSS) Department strategically allocates resources to provide high-quality support to all Oakland County learners. Our budget prioritizes:

- Cost-effective professional learning opportunities for educators
- Expanding collaborative networks to drive best practices across districts
- Consultation services that assist school and district leaders in implementing high-impact strategies
- Development of instructional resources that maximize district investments in student learning
- Advocacy at the state and national levels to secure additional funding and resources for Oakland County schools
- Securing consortium pricing and cost-saving opportunities to reduce financial burdens on districts

The following services are provided as part of Oakland Schools' core mission to support districts at no additional cost:

- *Professional Learning Investments* – Expanding AI-driven personalization, scalable virtual/hybrid models, and research-based instructional strategies
- Networking *Groups* – Facilitating educator collaboration through role-specific leadership development cohorts and enhanced new teacher mentorship
- *Consultation Services* – Assisting districts with learning models, assessment system redesign, AI integration, and implementation of multi-tiered support systems (MTSS)
- *Resource Development* – Investing in digital innovation, including the expansion of miPLACE and the development of interactive instructional content aligned with Michigan's educational priorities
- *Supporting State Accountability Schools* – Providing intervention programs, summer learning funding, and strengthening family engagement strategies for Comprehensive Support and Improvement Schools
- *Early Childhood Services* – Expanding early intervention programs, community partnerships, and family resources to improve long-term student success

The services below are offered on a cost-recovery basis or through consortium pricing to provide districts with high-quality, cost-effective solutions:

- *Consortium Pricing & Procurement* – Negotiating discounted pricing on assessment tools, curriculum mapping systems, and digital learning platforms such as Atlas Curriculum Mapping System, Illuminate DnA, and STAMP proficiency assessment
- *Data and Analytics Solutions* – Offering access to advanced analytics platforms for student performance monitoring and predictive data modeling
- *Technical Assistance and Specialized Programs* – Supporting districts with specialized technical assistance, compliance guidance, and tailored district improvement initiatives

Early Childhood
Early Childhood is a unit within DSS that works with schools, families, and other agencies to support the school success of children from birth to kindergarten by developing, evaluating, and modifying early childhood programs. These efforts save local districts thousands of dollars through early identification of children with learning or behavioral challenges and through strategic cost-saving initiatives.

Our Early Childhood team provides the following services to our constituent districts at no additional cost:

- Providing direct assistance and resources to young learners and their families to promote school readiness
- Supporting program directors with technical assistance for compliance with grant and licensing requirements
- Coordinating county-wide child recruitment marketing campaigns, saving districts an estimated $350,000 annually
- Managing care coordination to determine child eligibility for GSRP, resulting in an estimated savings of $417,000 in 2025-2026

The following services are provided by Early Childhood on a cost-recovery basis:

- *Early Childhood Specialists (ECSs)* – Supporting GSRP preschool teaching teams and site administrators across 28 LEAs, 4 PSAs, and 43 community-based organizations. Oakland Schools recruits, trains, supervises, and coaches ECSs, saving districts approximately 40% in staffing and administrative costs.
- *Online Child Assessment Tool* – Coordinating a county-wide purchase of the COR Advantage child assessment tool, reducing per-child licensing costs by 47%, totaling over $75,000 in countywide savings
- *GSRP Professional Learning* – Providing HighScope curriculum training for GSRP teachers and administrators at significantly reduced rates, lowering professional learning costs by up to 70% and saving districts more than $200,000
- *Child Development Associate (CDA) Training Scholarships* – Awarding 26 professional scholarships to pursue credential attainment, saving programs and/or individuals a cost of approximately $11,000. Early Childhood also aligned CDA and GSRP training, saving 22 professionals a total of 1,936 hours in professional learning, for a cost savings of at least $42,600.

Student Services
The Student Services Department provides direct instructional programs for K-12 students and consulting services for local districts throughout Oakland County.

- Student Services provides consultation, professional development and employer-based experiences for the core content areas as well as CTE programming.
- Student Services has worked collaboratively with our 28 local districts to roll out a K-12 Career Readiness system in Oakland County. This system is guiding students, parents and educators to help students make informed career preparation decisions, developing the skills and knowledge needed to be successful in their chosen career and preparing them for post-secondary education or direct employment.
- Professional development and technical assistance (via a gradual release professional learning model) is provided to educators, parents and community members throughout Oakland County and beyond.
- Student Services provides leadership and support for a variety of student programs. This includes the ACE Program and the VLAC K-12 programs. In addition, Student Services operates the four technical campuses serving approximately 2,700 students from all 28 constituent districts.

Special Populations
The Special Populations Department is dedicated to providing quality services and support intended to strengthen the capacity of Oakland County public school districts. In partnership with local districts and community agencies, the department strives to improve the educational achievement and well-being of all students with disabilities.

The Oakland Schools Special Populations Department provides services to all local districts, public school academies and nonpublic schools in Oakland County on behalf of the approximately 25,100 students with an Individualized Education Program (IEP) as well as students requiring community support programs.

Coordinated ISD services for districts include the provision of Educational Audiologists, Orientation, and Mobility Specialists, and teacher consultants for students with low-incidence disabilities. These staff provide quality instruction, consultation, evaluations and access to support achievement for students with low-incidence disabilities. Audiological services are available for assistance in the evaluation process for eligibility purposes and the provision of hearing assistive technology. In addition, audiological assessments are provided to preschool age students to rule out hearing loss. Associated supplemental and related support through specialized assistive equipment and services are also available. The Materials Center coordinates the procurement and/or preparation and after delivery support of this equipment and alternate text materials for those with IEPs.

Professional learning opportunities are offered year-round. Learning opportunities are designed to meet the identified needs of the county by use of achievement data, compliance indicators, district input, and educational initiatives. It is the focus of these opportunities to support the instruction of those students with disabilities with an IEP and work toward improving student achievement. Oakland Schools has created an annual Special Populations summer conference to build the capacity of staff who support students in self-contained and center program classrooms, our most complex learners. Staff are invited to attend a multi-day conference that provides foundational, shared learning experiences, as well as tailored topics of interest that attendees can select to deepen their knowledge. Stipends for attendance are provided for staff who qualify.

Technical assistance to meet mandatory compliance regulations occurs in many forms. The ISD has staff available by phone and email to assist parents and districts in creating a positive supportive learning environment that meets the needs of students with IEPs.

Technology Services
Technology Services delivers enterprise-grade systems, solutions, and support to public and nonpublic schools across the region. Our comprehensive portfolio includes integrated online applications for student information management, human resources, financial operations, and academic systems. We also provide specialized expertise in technology planning, network infrastructure, telecommunications, ONE fiber network technical support, internet connectivity, audiovisual solutions, and general technology assistance. Local districts increasingly adopt our services as cost-effective, high-quality alternatives to commercial solutions. Additionally, we offer complete end-to-end technology support to districts on a cost recovery basis, ensuring affordable access to premium IT services.

The Technology Services Student Applications team supports all local 28 local districts on MISTAR-Q. This student information system is integrated with Canvas, Schoology, and Google Classroom to support teacher instruction and mark reporting. Continuing innovations are made to MISTAR-Q based on customer needs. Examples include implementing paperless online enrollment, food service point-of-sale (POS) for distribution of meals during the pandemic, and other tools and services designed to facilitate remote learning and student support. Oakland Schools has a continuing partnership with Wayne RESA to

facilitate a user group, an advisory committee and steering committee to improve networking, to garner client feedback on support and training, and to create strategic direction for MISTAR-Q.

Oakland Schools' Technology Services department also delivers comprehensive IT support to 15 local school districts through a cost-effective service model. Our partner districts benefit from dedicated, highly technical professionals who specialize in both cutting-edge technology solutions and exceptional customer service. Field Service technicians provide year-round, on-site support to staff and students while carefully coordinating with individual district calendars to ensure minimal disruption. Beyond day-to-day technical assistance, this specialized team plays a crucial role in districts' long-term technology initiatives, including bond implementation, capital equipment refresh, construction technology integration, and strategic technology planning.

Other Operational Areas of Oakland Schools

- Administrative Services provides coaching for newly placed superintendents, governance training for superintendent/board teams, and leadership training for administrative teams.
- Auxiliary Services, Maintenance and Facilities Operations works with local districts in the county to share information and help improve facility management effectiveness. Collaboration among local districts allows for shared knowledge, networking and operational efficiencies.
- Facility Operations is committed to providing a safe, clean and healthy environment within our buildings and on our campus grounds. Team members strive to provide services in an efficient and cost-effective manner.
- The district continues to promote its Green Schools initiatives. The Michigan Green Schools Program encourages public and private schools to participate in environmentally friendly and energy saving activities. There are 92 schools in the County that are participating.
- Communication Services collaborates with communications professionals across local districts, offering support and skill enhancement opportunities through tailored professional development initiatives. Our dedicated team publishes an informative District Service Report annually, ensuring transparent communication and highlighting achievements. Moreover, we prioritize the dissemination of pertinent educational topics through multiple social media platforms. Additionally, our team offers comprehensive assistance to local school districts, addressing their unique communication and marketing needs, including crisis communication upon request.
- Government Relations advocates for and communicates the impact of legislation on public education and coordinates services with other federal, state and county agencies.
- Pupil, Corporate and District Services provides assistance to our constituent public school districts ensuring accountability of all student populations with pupil accounting audits, truancy, residency, schools of choice, MEIS liaison, home schooling, legal services, and legislative services.
- Financial Services provides accurate, timely and detailed information to all internal and external stakeholders with an emphasis on transparency, collaboration and continuous improvement. The department provides direct and indirect operational support and best practice-based training to all of our constituent districts upon request. Financial Services provides fiduciary oversight of the financial resources of Oakland Schools.
- The Medicaid Billing Services program provides billing services to all school districts and is expected to generate approximately $15.6 million of revenue for LEAs in FY 2025-26.
- Business Office Shared Services assistance on a limited scope is provided to two constituent districts in 2024-25 and one district in 2025-26.
- The Human Resources department administers the Oakland Human Resources Consortium (OHRC) providing recruitment and job posting services.
- Child Nutrition provides consulting services for all federal child nutrition programs operated in Oakland County including school lunch, breakfast, after-school snack/supper programs, Summer Food Service and special grant programs. Services provided to districts include USDA food

purchasing cooperative, professional standards training, technical assistance and operations consulting services. Child Nutrition staff have been instrumental in obtaining numerous grants which allow more students in Oakland County to receive free or significantly reduced breakfast and lunch and have led the effort to get universal free meals in public schools permanently.

- Event Management organizes, hosts and services professional learning opportunities. The Oakland Schools conference center provides meeting, conference and training space for educational, community and special events.
- The Office of Procurement & Contracting coordinates the procurement process and provides links for our constituent districts to county, state, and national purchasing programs and cooperative purchasing opportunities.
- Pupil Transportation provides MDE school bus safety education training; efficiency reviews; implementation, training and support for transportation-related applications; consultation for MDE required reports; training and support for transportation staff and committees and cooperative purchasing support for transportation needs.

Collaborative Program Development Initiative

The Collaborative Program Development Initiative (CPDI) is a program designed to provide "seed funding" for new and innovative initiatives, programs and ideas among our constituent local districts. Most recently, CPDI funds have been used for the Literacy Essentials Oakland (LEO) initiative and the EPIC Math initiative which kicked off in 2024-25.

Notable Fee-Based Programs

Virtual Learning Academy Consortium (VLAC) K-8

- The District's online educational program for K – 8th grade students is projecting an enrollment of 240 FTE. Tuition is projected at $6,450 per pupil for Oakland County residents and $6,650 for non-resident pupils, which represents no increase from 2024-25 rates.

Virtual Learning Academy Consortium (VLAC) 9-12

- In the VLAC 9-12 program, students previously participating in the K-8 program can continue their virtual educational program through high school. Enrollment is projected at 250 FTE and tuition is $6,700 per pupil for Oakland County residents and $6,900 for non-resident pupils, which represents no increase from 2024-25 rates.

Oakland Accelerated College Experience (ACE)

- In this program, students from Oakland Schools' constituent districts have the opportunity to attend their district's high school as well as Oakland Community College. This opportunity allows students to earn up to 60 transferable college credits, an associate degree or a certificate of completion while extending high school through year 13. The preliminary enrollment is estimated at 290 students. Tuition is $4,900 per pupil, which represents no increase from 2024-25 rates.

Secondary Online Programs

- The District, in partnership with Graduation Alliance, offers a specialized educational program and support services to provide students who have dropped out of school with an opportunity to complete their coursework and graduate from high school. It also services students who have been expelled or placed on long-term suspension. This program is being offered to Oakland County students on a cost-recovery basis.

Foreign Exchange Programs

- This is a high school study abroad program in which students from other countries can spend a year in several Oakland County high schools. The District is partnering with KCK, Inc. to

provide this experience and is budgeting for approximately 30 students to participate in FY 2025-26.

Oakland Schools Economic Environment & Forward Planning

Oakland County (the "County") remains a strong local economy, with positive prospects for economic growth and development. Despite recent years of economic turmoil with the COVID-19 pandemic ("the pandemic") that has plagued Southeast Michigan, along with the rest of the nation, Oakland County has recovered by most metrics and is one of the most prosperous counties in the country. More important, it has the necessary assets to remain a prosperous and welcoming county in the future. Oakland County remains one of the most prominent local economies in the nation, with some of the most promising longer-term prospects. The County's knowledge-based economic activity is among the most concentrated in the country and the percentage of the population holding an associate degree or better well exceeds the national average, which are two good indicators of future economic prosperity.

The County is especially noteworthy for its share of residents employed in professional and managerial occupations, which bodes well for future growth opportunities in higher paid activities. Oakland County's assets provide opportunities to continue diversifying its economy into areas with longer-term growth potential. While the overall job growth forecast is favorable, economists predict it will be strongest in blue-collar industries. This is partially due to higher-wage industries losing few jobs during the pandemic, but their recovery has been less robust. Job recovery by the end of 2026 is expected to exceed pre-pandemic levels by 7.7% and 2.0% in blue-collar and higher-education service jobs, respectively; however, lower-education service industries are forecasted to remain below pre-pandemic levels by the end of 2026. The unemployment rate was 3.8% as of December 31, 2024, compared to a nationwide average of 4.1%. Oakland County's affluent, well-educated community has been, and will continue to be, its own best resource for maintaining a thriving economy.

The County's emerging sectors have demonstrated strong growth and development. The County's Emerging Growth & Innovation Unit brings together industry leaders to learn about emerging market trends, technological advancements and what industry participants need. The vast majority of the jobs in Oakland County are in the private sector (94%) while only 6% are government jobs. Leading employment sectors, in terms of jobs forecasts, per recently published data include:

- Professional and technical services
- Trade, transportation and utilities
- Health care and social services
- State government
- Leisure and hospitality

Oakland County takes education very seriously. The County's education initiative, Oakland80, sets a goal of 80% of county adults with a post-secondary degree or credential by 2030. In order to achieve this goal, the County is focused on ensuring high school students obtain the financial assistance available to them, students who start college finish with a degree, and industry-recognized credentials are widely available.

Our Board of Education and Administration consider many factors when setting the District's 2025-26 fiscal year budget. One of the most important factors affecting the budget is the economic condition of the state of Michigan. The fiscal year 2025-26 budgets will be adopted effective July 1, 2025, and are based on estimated property tax revenues, state aid, and grant funding. State law requires the District to amend the budget if actual District resources are not sufficient to fund original appropriations. The District amends its budgets at regular intervals during the year and also maintains a five-year forecast. This robust frequent analysis ensures the financial stability of the organization and that resources are available to fulfill the mission of Oakland Schools.

Oakland Schools' District Budget Policy, Development Process, Management & Internal Control

Oakland Schools' budgetary policies (3050, 3100, 3150, and 3170) direct, authorize and hold responsible the Superintendent for the planning, preparation, and execution of the District's annual operating budgets. The Board of Education authorizes and funds the operating budgets according to approved district policy, procedures and laws of the State of Michigan. The Board of Education conducts budget hearings and a budget adoption process in accordance with state law. Changes to the original annual operating budgets shall be documented to maintain accurate working budgets and shall be presented through the budget amendment process at least three (3) times each fiscal year for Board of Education review and approval.

Significant Budget Policy:

The district's significant budget policies and the complete policy citations are presented below:

Policy 3050 - Budget preparation:

The Superintendent shall be responsible for planning the District's budget. The budget shall be the numerical representations of the Board's and District's programs and operational priorities. The Superintendent shall keep the Board informed during the planning process and secure input from the Board through discussion or workshops. The Board may approve a special committee to work with the Superintendent in determining the budget priorities.

Policy 3100 - Annual operating budget and amendments:

The District's budget shall be prepared by the Superintendent and shall reflect the program and operational priorities of the District. The Superintendent shall follow the adopted budget. The Board shall fund the operating budget according to approved fiscal and budgetary procedures adhered to and required by the State of Michigan. The Board, working with administration, shall establish priorities for the District. The budget shall contain a contingency appropriation within the General Education, Special Education, and the Vocational Education funds, to be used and transferred at the discretion of the Superintendent, for the express purpose of addressing unforeseen existing program and operational costs. The Board shall be notified of the use of such funds within the budget amendment process. In order for the District's budget preparation to proceed in an orderly fashion, the Superintendent shall establish deadlines and time schedules. The Board shall conduct hearings and budget approval in accordance with state law. Changes to the original operating annual budget shall be documented to maintain accurate working budgets. Changes shall be prepared through budget amendments at least three (3) times each fiscal year for Board review and approval. The Superintendent shall develop administrative rules to implement this policy.

Policy 3150 – Fund balance:

The Board realizes its responsibility under law to maintain a balanced, non-deficit, financial condition for the District. A fund balance provides flexibility in dealing with unanticipated budget emergencies such as mid-year reductions in state funding. In addition, a fund balance will help to avoid cash flow borrowing. To this end, the board will strive to maintain an appropriated and budgeted fund balance in each fund which appropriately considers known actual or estimated liabilities of each fund and the risk in the operating and state and local economic environment. The administration shall, in developing each year's budget, endeavor to maintain minimum ending fund balances as set forth below:

1. The General Education Fund ending unassigned fund balance target range ("unassigned target range") shall be equal to 7.5% to 12.5% of operating expenditures.
2. The Career Focused Education Fund ending restricted fund balance target range ("restricted target range") shall be equal to 7.5% to 12.5% of operating expenditures.

3. The Special Education Fund ending restricted fund balance target range shall be equal to 5% to 10% of expected operating expenditures of the fund less payments (also referred to as transfers) to local school districts.
4. All other District ending fund balances shall be determined by the Superintendent who shall consider the financial environment and the associated risks to include actual or estimated liabilities.

The Board delegates to the Superintendent the authority to create assigned fund balances and to allocate amounts to such balances to be used for specific purposes. Such assignments cannot exceed the available (spendable, unrestricted, uncommitted) fund balance in any particular fund. The Superintendent is directed to bring only those budget recommendations to the Board that comply with all laws and the intent of the policy.

Policy 3170 – Budget transfer authority:

The Superintendent is authorized to approve adjustments and/or transfers between line items within a fund of the Board adopted operating budget. Such adjustments and/or transfers shall be reported to the Board through the amendment process. Authorization for such adjustments and/or transfers shall be included in the general appropriations act amendments. Inter-fund transfers shall not be made without prior Board of Education approval.

Budget Development Process

The Oakland Schools' budget development process operates on a continuous improvement basis. In order for the District's budget preparation to proceed in an orderly fashion, the Superintendent annually establishes a budget development calendar. Budget documents, as released each year, will include presentation changes and improvements. Accordingly, the proposed budget documents reflect all changes made to our general ledger reporting structure done to maintain compliance with the Michigan Public Schools Accounting Manual (Bulletin 1022). Included in our budget document are all governmental fund types, proprietary fund types, and a summary of our grant and state funded projects. The District has fiduciary type funds which are used to account for assets held by the school district in a trustee capacity or as an agent. These funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. These funds are not presented in this document as the district is not required to formally adopt a budget for these funds; however, information on the Fiduciary funds can be found in the District's most recent Annual Comprehensive Financial Report.

District Cost Allocation Methodologies

During the normal course of conducting our business, Oakland Schools incurs costs that require a logical methodology to allocate between our three major operating funds: the General Education Fund (GEF), the Special Education Fund (SEF) and the Career Focused Education Fund (CFEF). The Michigan Department of Education's (MDE) "Accounting and Fiscal Reporting Requirements for Intermediate School District Use of Special Education Funds" rules identify allocation-eligible function-based costs as defined by the Michigan Department of Education's Bulletin 1022 Accounting Manual.

For the Special Education Fund, the primary controlling parameter is a 25% maximum allocation cap on each eligible function-based cost pool. The CFEF has no such limiting set of rules to date, but we treat the allocation of costs to the CFEF in the same manner as the SEF with respect to the application of our general allocation methodology process. The following function-based cost pools, as defined in the Michigan Department of Education's bulletin 1022 Accounting Manual, are eligible to be allocated:

- Truancy/Absenteeism Services – (211)
- Improvement of Instruction – (221)
- Board of Education – (231)
- Executive Administration – (232)

- Fiscal Services – (252)
- Internal Services – (257)
- Operating Building Services – (261)
- Building Security Services – (266)
- Student Transportation Services– (271)
- Planning, Research, Development and Evaluation Services – (281)
- Communication Services – (282)
- Human Resources Services – (283)
- Technology Support Services – (284)
- Pupil Accounting – (285)
- Other Central Services – (289)
- Other Support Services – (299)

Oakland Schools uses two basic cost allocation methodologies, the general allocation method and the activity based cost method. The application of the two allocation methodologies is limited to the allocation eligible function based cost pools as identified in the Special Education Fund rules referenced above and revised to reflect the most current issuance of the MDE Bulletin 1022 Accounting Manual definitions. The methodology used most by the District is the general allocation. The following is a synopsis of the general allocation methodology.

Most qualifying function-based gross budget cost pools not allocated using an activity based cost methodology are allocated 50% to the General Education Fund, 25% to the Special Education Fund and 25% to the Career Focused Education Fund with the exception of those departments that generate revenues and those for which a study has been done and another allocation method has been deemed more appropriate. For function based gross budget cost pools with departments that generate revenue (predominately Technology Services), the gross cost pool is decreased by the amount of related revenue to create a "net" budget cost pool. The remaining net budget cost pool is then subject to the general allocation methodology (GEF 50% - SEF 25% - CFEF 25%). We reconcile budget to actual expenditures throughout the year and at year-end to ensure the costs allocated align to the appropriate percentages.

The activity based cost allocation – space utilization methodology is used for allocating capital, maintenance and operating costs associated with our facilities. The space utilization allocation methodology is predicated on square footage occupied or utilized by the District's departments and programs. The activity based cost allocation – FTE based methodology is applied to the Financial Services, Human Resources, Office of Procurement & Contracting and the Enterprise Technical Services departments. The primary activity based cost driver of each department is the number of employees in the organization they serve therefore the allocation percentages are based on the full time equivalent employees of each fund. The activity based cost allocation – transportation miles is used for Pupil Transportation and is based on the cost of student miles transported for all constituent districts of the ISD.

The following schedules provide the fund level and departmental level allocation percentage utilized in the proposed budget.

Fiscal Year 2026 Budget – Allocation Schedule

Allocation Name			Fund 100	Fund 200	Fund 600
General Allocation			50%	25%	25%
Activity Based Cost Allocation - FTE based			24%	24%	52%
Activity Based Cost Allocation - Space Utilization			50%	24%	26%
Activity Based Cost Allocation - Transportation Miles			73%	25%	2%
	Loc	**Func**	**Fund 100**	**Fund 200**	**Fund 600**
Office of the Superintendent	001	231/232	50%	25%	25%
Deputy Superintendent	002	232	50%	25%	25%
Asst Supt - Finance & Operations	003	232	50%	25%	25%
LEA & Administration Support	006	232	50%	25%	25%
Financial Services	011	252	24%	24%	52%
Financial Services - Property Taxes	011	259	6%	75.5%	18.5%
Event Management Operations	013	299	50%	25%	25%
Government Relations	014	232	50%	25%	25%
Technology Services - Licensing	028	284	70%	15%	15%
Technology Services Administration	029	284	50%	25%	25%
Technology Services - Technical Support Services	030	284	50%	25%	25%
Technology Services - Application Services	032	284	50%	25%	25%
Technology Services - Enterprise Tech Services	033	284	24%	24%	52%
Legal Affairs	038	232	50%	25%	25%
Records Management	039	289	50%	25%	25%
Auxiliary Services Administration	040	257/289	50%	25%	25%
Facilities & Building Projects	041	261/266	50%	24%	26%
Office of Procurement & Contracting	042	252	24%	24%	52%
Pupil, Corporate, & District Services	044	211/285	50%	25%	25%
Pupil Transportation	045	271	73%	25%	2%
Shipping and Receiving	047	257	50%	25%	25%
Communications Services	049	282	50%	25%	25%
Human Resources	083	283	24%	24%	52%
Plant & Fixed Charges - Facility Operations	091	261	50%	24%	26%

Oakland Schools Allocated Departments Consolidated Fiscal Year 2026 Budget	Loc	Fund 100	Fund 200	Fund 600	Total	% of GEF, SEF, CFEF Funds
General Allocation		50%	25%	25%	100%	%
Office of the Superintendent	001	449,000	224,500	224,600	898,100	0.35%
Deputy Superintendent	002	368,200	159,400	159,000	686,600	0.27%
Asst Supt - Finance & Operations	003	189,800	94,000	97,400	381,200	0.15%
LEA & Administration Support	006	743,300	32,800	32,800	808,900	0.31%
Event Management Operations	013	492,300	201,600	201,600	895,500	0.35%
Government Relations	014	370,500	185,200	185,800	741,500	0.29%
Technology Services Administration	029	168,800	82,200	88,300	339,300	0.13%
Technology Services - Technical Support Services	030	689,400	344,900	346,200	1,380,500	0.54%
Technology Services - Application Services	032	2,287,200	1,141,600	1,142,300	4,571,100	1.78%
Legal Affairs	038	490,500	253,100	518,900	1,262,500	0.49%
Records Management	039	14,400	7,400	7,300	29,100	0.01%
Auxiliary Services Administration	040	196,800	99,700	100,300	396,800	0.15%
Pupil, Corporate, & District Services	044	631,800	318,900	314,500	1,265,200	0.49%
Auxiliary Services - Shipping and Receiving	047	134,000	66,900	67,000	267,900	0.10%
Communications Services	049	568,700	284,300	286,200	1,139,200	0.44%
		7,794,700	3,496,500	3,772,200	15,063,400	5.86%
General Allocation Net of Revenue		70%	15%	15%	100%	
Technology Services - Licensing	028	1,966,600	421,200	421,200	2,809,000	1.09%
Activity Based Cost Allocation - FTE based		24%	24%	52%	100%	
Financial Services (Func 252)	011	451,100	456,200	984,500	1,891,800	0.74%
Technology Services - Enterprise Tech Services	033	745,800	744,200	1,612,800	3,102,800	1.21%
Office of Procurement & Contracting	042	205,300	204,400	441,100	850,800	0.33%
Human Resources	083	530,600	519,100	1,265,300	2,315,000	0.90%
		1,932,800	1,923,900	4,303,700	8,160,400	3.17%
Property Tax Allocation - Millage		6%	75.5%	18.5%	100%	
Financial Services - Property Taxes (Func 259)	011	50,300	638,500	156,200	845,000	0.33%
Activity Based Cost - Space Usage		50%	24%	26%	100%	
Facilities & Building Projects	041	282,200	136,400	146,500	565,100	0.22%
Plant & Fixed Charges - Facility Operations	091	429,700	222,500	281,500	933,700	0.36%
Cost Based Allocation		73%	25%	2%	100%	
Auxiliary Services - Pupil Transportation	045	208,800	71,400	6,600	286,800	0.11%
Grand Total		12,665,100	6,910,400	9,087,900	28,663,400	11.15%

Significant Legal Requirements

The State of Michigan requires Intermediate School Districts to comply with the following Public Acts and Michigan Compiled Laws:

1. The General Property Tax Act - Public Act 206 of 1893 (MCL 211.24e)
2. Uniform Budgeting and Accounting Act – Public Act 2 of 1968

3. The Revised School Code - Public Act 451 of 1976 (MCL 380.624)
4. The Revised School Code - Public Act 451 of 1976 (MCL 380.684)

These acts require all school districts to prepare budgets for their funds, which account for the day-to-day operations of the school district; however, fiduciary funds are not required to be budgeted. The budgets are prepared in accordance with generally accepted accounting principles and a specific uniform chart of accounts established by the State of Michigan. The Michigan School Accounting Manual (Bulletin 1022) serves as a mandatory guide to the uniform classification and recording of accounting transactions for Michigan public school districts. The ISD Board, not later than May 1st, must submit its proposed budget (the general fund is required but we provide budgets for all funds) for the next school fiscal year to the board of each constituent district for review and comment.

Budgets must be approved and adopted no later than June 30 for the fiscal year beginning July 1 and ending June 30 of the subsequent year. Prior to adoption, the Board must conduct a public hearing and make the budget available for review as well as provide notice of the hearing in accordance with the law. Formal adoption of the budget is accomplished through a general appropriations resolution approved by the Board which sets forth the amounts to defray the expenditures and meet the liabilities of the school district as well as a statement of estimated revenues and a statement of estimated expenditures, by function in each fund. Once approved expenditures cannot exceed the budget by function during the fiscal year without Board approval of amendments.

District Budget Management and Internal Controls:
The district maintains a system of budgetary and internal controls designed to assist management in meeting its responsibility for reporting reliable information. The system is designed to provide reasonable assurance that assets are safeguarded, and transactions are recorded correctly and executed with management's authorization. The financial software system will not allow funds to be encumbered or processed for payment that exceed the total of the budgetary control account. During the fiscal year, a quarterly financial reporting package is provided to the Board of Education. Included in the quarterly financial reporting package are "budget to actual" summary revenue and expenditure reports for all budgeted funds, cash and investment position information, check register by fund, procurement card activity report and biweekly employee expense reimbursement reports.

BUDGET DEVELOPMENT ASSUMPTIONS

Revenue Assumptions & Proposed Budgets

Property Tax Revenues
Property tax revenues drive the revenue budgets of Oakland Schools' General Education, Special Education and Career Focused Education Funds.

Oakland Schools' tax base is comprised of 70% principal residence and 30% non-principal residence taxable value classification property. Property taxes have been budgeted to increase by 3.7% over the prior year which is a conservative estimate based on current Oakland County Equalization projections. The District experienced a Headlee rollback for eight of the last nine years. Below are the property tax revenue expectations by fund for the proposed budget:

Property Taxes	2024-25	2025-26	$ change	% change
General Education Fund	$ 14,892,100	$ 15,443,100	$ 551,000	3.70%
Special Education Fund	189,424,900	196,433,600	7,008,700	3.70%
Career Focused Education Fund	46,329,100	48,043,300	1,714,200	3.70%
Total Property Tax Revenue	$ 250,646,100	$ 259,920,000	$ 9,273,900	3.70%

Investment Revenues

Oakland Schools' investment strategy is driven by its investment policy and is supplemented with the professional skills of an investment advisory firm. We expect the individual funds' total actual investment revenue to reflect the available cash flow resources for investment and the length of the investment. Investment revenue improved significantly in 2023-24 after years of weak interest rates. Investment revenues for 2024-25 are projected to decrease approximately 15% and are budgeted to decline further in 2025-26 due to future economic uncertainties:

Investment Revenue	2024-25	2025-26	$ change	% change
General Education Fund	$ 1,241,800	$ 1,061,100	$ (180,700)	-14.6%
Special Education Fund	3,670,800	3,136,700	(534,100)	-14.5%
Career Focused Education Fund	1,178,700	1,007,200	(171,500)	-14.5%
Shared Services & Tuition Programs Fund 270	138,000	117,900	(20,100)	-14.6%
ONE Fund 271	604,500	516,500	(88,000)	-14.6%
Medicaid Fund 273	461,800	394,600	(67,200)	-14.6%
HR/Finance Consortium 277	48,000	41,000	(7,000)	-14.6%
Debt Service Funds	395,400	329,200	(66,200)	-16.7%
Capital Project Funds	1,128,800	923,100	(205,700)	-18.2%
Production Print Enterprise Fund	9,100	7,800	(1,300)	-14.3%
Total Investment Revenue	$ 8,876,900	$ 7,535,100	$ (1,341,800)	-15.1%

Other Local Revenue

District wide, Other Local Revenue is projected to remain relatively flat, decreasing by .6% in 2025-26. Significant changes include:

- decrease in total payments related to the Community Telecommunications Network due to an additional CTN distribution which occurred in 2024-25
- decrease in General Education Fund miscellaneous and other revenue due to a 2024-25 intergovernmental agreement with MAISA for Educator on Loan services that is not in the 2025-26 budget
- VLAC and ACE tuition revenue is projected to increase year to year due to an increase in marking efforts which should result in increased enrollment
- decrease in E-rate revenue in the ONE Fund due to a reduction in projects which qualify for the refund
- Production Printing internal revenue is anticipated to increase due to necessary pricing increases being introduced in 2024-25 as previously discussed in this executive summary. This is offset by a reduction in external revenue due to a shift in customer focus to our constituent districts and away from local government customers.

The schedules below depict the changes by fund.

GEF local revenue	2024-25	2025-26	$ change	% change
Auxiliary Services-Rebates	$ 40,000	$ 40,000	$ -	0.0%
Central Applicant Tracking	163,200	163,200	-	0.0%
Community Television Network (CTN)	750,000	600,000	(150,000)	-20.0%
Conference Center - Catering Revenue	28,500	28,500	-	0.0%
Cooperative Programs	200,000	173,000	(27,000)	-13.5%
District & School Services - Discovery/Learn 360	211,700	211,700	-	0.0%
District & School Services - Illuminate	513,700	513,700	-	0.0%
District & School Services - Rubicon West	85,500	85,500	-	0.0%
Miscellaneous and Other	122,200	31,500	(90,700)	-74.2%
MOOR Coop Fees	70,600	70,600	-	0.0%
Rental Fees	31,000	31,000	-	0.0%
Technology Services - Student Application	596,400	564,400	(32,000)	-5.4%
Technology Services - Virtual Server Area Storage	117,600	117,700	100	0.1%
Workshop fees	350,000	350,000	-	0.0%
Total GEF Other Local Revenue	$ 3,280,400	$ 2,980,800	$ (299,600)	-9.1%

SEF Local Revenue	2024-25	2025-26	$ change	% change
Professional development workshop fees	$ 50,000	$ 50,000	$ -	0.0%
Miscellaneous & other	20,000	20,000	-	0.0%
Total SEF Other Local Revenue	$ 70,000	$ 70,000	$ -	0.0%

CFEF Local Revenue	2024-25	2025-26	$ change	% change
Early college tuition	$ 348,000	$ 348,000	$ -	0.0%
Miscellaneous revenue	52,500	26,500	(26,000)	-49.5%
Program revenue	68,800	68,800	-	0.0%
Total CFEF Other Local Revenue	$ 469,300	$ 443,300	$ (26,000)	-5.5%

Special Revenue Funds	2024-25	2025-26	$ change	% change
Shared Services	$ 11,365,500	$ 11,424,900	$ 59,400	0.5%
VLAC Program - Tuition	2,658,300	3,246,000	587,700	22.1%
ACE Tuition	1,073,100	1,421,000	347,900	32.4%
Graduation Alliance	1,800,000	1,800,000	-	0.0%
Foreign Exchange Program	144,000	180,000	36,000	25.0%
Miscellaneous Revenue	82,000	82,000	-	0.0%
ONE Fund - capital outlay fees	526,100	526,200	100	0.0%
ONE Fund - Erate discount revenue	696,700	120,000	(576,700)	-82.8%
Medicaid Fund	15,812,700	15,863,800	51,100	0.3%
HR/Finance Consortium Fees	1,185,300	1,177,200	(8,100)	-0.7%
School Activities Fund	180,000	180,000	-	0.0%
Total Special Revenue Fund Local Revenue	$ 35,523,700	$ 36,021,100	$ 497,400	1.4%

PPEF Local Revenue	2024-25	2025-26	$ change	% change
Production printing - external services	$ 850,000	$ 350,000	$ (500,000)	-58.8%
Production printing - internal services	450,000	540,000	90,000	20.0%
Fingerprinting & miscellaneous revenue	88,000	100,000	12,000	13.6%
Total PPEF Other Local Revenue	$ 1,388,000	$ 990,000	$ (398,000)	-28.7%

	2024-25	2025-26	$ change	% change
Grand Total - other local revenue	**$ 40,731,400**	**$ 40,505,200**	**$ (226,200)**	**-0.6%**

State Source Revenue

The majority of State Revenue is projected to stay flat across all funds for 2025-26, with some exceptions:

- Sec 81 ISD Operations revenue is budgeted to increase by 2.0%.
- Sec 147c(1) MPSERS UAAL Rate Stabilization revenue is budgeted to increase but has a corresponding expenditure increase as these funds are passed through to the Office of Retirement Services.
- Section 147a(3) MPSERS Cost Offset, Section 147a(4) MPSERS Cost Offset – Reduced UAAL and Section 147c(2) MPSERS One Time Deposit revenue is projected to be one-time funding in 2024-25 and has been removed from the 2025-26 budget. There is uncertainty surrounding the funding of Section 147g MPSERS 3% Healthcare Reimbursement, and as such no revenue has been budgeted for 2025-26. Should funding be appropriated in the state budget, it will be included in a future budget amendment.

The chart below identifies in dollars, by fund, the expectations contained in this budget document:

State Source Revenue	2024-25	2025-26	$ change	% change
General Education Fund	$ 7,683,400	$ 6,958,800	$ (724,600)	-9.4%
Special Education Fund	10,036,400	9,466,400	(570,000)	-5.7%
Career Focused Education Fund	7,248,500	6,269,800	(978,700)	-13.5%
Shared Services - MPSERS Section 147	2,041,700	1,724,500	(317,200)	-15.5%
Medicaid - MPSERS MPSERS Section 147	90,200	70,100	(20,100)	-22.3%
HR/FIN - MPSERS MPSERS Section 147	124,200	106,700	(17,500)	-14.1%
PPEF - MPSERS MPSERS Section 147	110,700	62,600	(48,100)	-43.5%
Total State Source Revenue	$ 27,335,100	$ 24,658,900	$ (2,676,200)	-9.8%

Other Financing Sources - Indirect Revenue

Oakland Schools' other financing sources - indirect revenue for the proposed fiscal year budget is associated with our grant management program and shared services engagements and are identified by fund below. Revenue budgets are based on current estimates of grant funding and intergovernmental agreements and are adjusted via the budget amendment process throughout the year as grant funds are expended.

Indirect Revenue	2024-25	2025-26	$ change	% change
General Education Fund	$ 326,300	$ 326,300	$ -	0.0%
Special Education Fund	250,000	250,000	-	0.0%
Career Focused Education Fund	18,000	18,000	-	0.0%
Shared Services & Tuition Programs	541,700	545,300	3,600	0.7%
Total Other Financing Sources Revenue	$ 1,136,000	$ 1,139,600	$ 3,600	0.3%

Other Financing Sources

Oakland Schools' other financing source revenues are presented in the table below. Most revenue lines in this category are for interfund operating transfers. Operating transfers are made based on the availability of funds in any given year and current and anticipated needs of the District. Also included in Debt Service Funds is the interest subsidy received from the federal government for the Qualified School Construction Bonds (QSCB). Operating transfers show a significant decrease in 2025-26 as additional funds were available in 2024-25 to transfer for current and future capital projects. Additional transfers were also budgeted in 2024-25 to fund the QSCB bonds that will become due in 2027.

Other Financing Sources Net of Indirect Revenue	2024-25	2025-26	$ change	% change
General Education Fund Operating Transfers In	$ 397,800	$ 399,700	$ 1,900	0.5%
Career Focused Education Fund - Adult Education Revenue	25,000	25,000	-	0.0%
ONE Fund Operating Transfers In	426,600	426,600	-	0.0%
HR/Finance Consortium Operating Transfers In	50,000	50,000	-	0.0%
Debt Service Funds	6,232,700	4,832,700	(1,400,000)	-22.5%
Capital Project Funds	12,400,000	7,100,000	(5,300,000)	-42.7%
Total Other Financing Sources Revenue	$ 19,532,100	$ 12,834,000	$ (6,698,100)	-34.3%

Grant Award Funding

Oakland Schools grant award funding includes formally awarded federal, state, and local grants plus Michigan Department of Education state aid funded projects. The "Other Financing Sources - Indirect Revenue" generated from the management of our grant program is assigned to the General Education, Special Education, and Career Focused Education Funds. The following schedule presents year-to-year new grant award and carryover award funding expectations and comparisons. Funding amounts as presented for fiscal year 2025-26 are estimates at the time of the writing of this document, therefore the actual award amounts will vary. Oakland Schools budgets grant revenue and expenditures based on the entire award; actual expenditures and reimbursements may be lower than awarded amounts. The proposed budget contains a 10.6% reduction in grant revenues and expenditures due to funding uncertainties and the amount of carryover funds expected.

Grant Revenue	2024-25	2025-26	$ change	% change
Local Source Revenue	$ 3,483,600	$ 2,350,000	$ (1,133,600)	-32.5%
State Source Revenue	102,930,000	89,135,000	(13,795,000)	-13.4%
Federal Source Revenue	69,145,800	65,505,000	(3,640,800)	-5.3%
Total Grant Revenue	$ 175,559,400	$ 156,990,000	$ (18,569,400)	-10.6%

Grant Expenditures and Other	2024-25	2025-26	$ change	% change
Instruction	$ 837,200	$ 505,000	$ (332,200)	-39.7%
Support Services:				
Pupil	9,281,100	7,878,200	(1,402,900)	-15.1%
Instructional Staff	13,325,000	9,919,400	(3,405,600)	-25.6%
General Administration	77,000	70,000	(7,000)	-9.1%
School Administration	1,000	600	(400)	-40.0%
Business Services	205,000	151,500	(53,500)	-26.1%
Operations & Maintenance	264,200	117,300	(146,900)	-55.6%
Pupil Transportation Services	2,720,200	2,379,100	(341,100)	-12.5%
Central Services	2,579,100	1,854,300	(724,800)	-28.1%
Other Services	20,000	11,900	(8,100)	-40.5%
Community Services	4,646,000	3,942,100	(703,900)	-15.2%
Interdistrict Transfers and Other	141,603,600	130,160,600	(11,443,000)	-8.1%
Total expenditures and other	$ 175,559,400	$ 156,990,000	$ (18,569,400)	-10.6%

Expenditure Assumptions & Proposed Budgets

Staffing Changes

The schedule represented below provides a snapshot of staffing as of March 2025 and changes incorporated into our fiscal year 2025-26 budgets. The resulting staff adjustments, if any, are intended to better meet our service priorities and manage our operating costs.

Summary Staffing Report (as of 3/4/25)			
Business & Operations Departments	**FTE 2024-25**	**FTE 2025-26**	**Change**
Administration	6.0	6.0	0.0
Auxiliary Services	8.0	8.0	0.0
Communication Services	7.0	7.0	0.0
Event Management	6.0	6.0	0.0
Financial Services	18.3	18.3	0.0
Human Resources	11.0	12.0	1.0
Legal Affairs	5.0	5.0	0.0
Medicaid	4.0	4.0	0.0
Purchasing	6.0	6.0	0.0
Business Office & HR Residency Programs	4.7	4.7	0.0
Shipping/Receiving	2.0	2.0	0.0
Transportation	2.0	2.0	0.0
Subtotal:	**80.0**	**81.0**	**1.0**
Programs & Services Departments	**FTE 2024-25**	**FTE 2025-26**	**Change**
Student Services (Technical Campuses)	161.6	161.3	-0.3
Child Nutrition	1.3	1.3	0.0
District & School Services & Pupil Services	94.4	94.9	0.5
Gov't Relations	2.7	2.7	0.0
Special Populations	82.6	82.8	0.2
Student Services	20.3	20.3	0.0
Technology Services	57.8	57.8	0.0
Subtotal:	**420.7**	**421.1**	**0.4**
Other Programs & Services	**FTE 2024-25**	**FTE 2025-26**	**Change**
Accelerated Early College (ACE)	2.5	2.5	0.0
Shared & Field Services / MiPEER	115.9	115.9	0.0
Virtual Learning Academy Consortium (VLAC)	16.6	16.6	0.0
Production Print & Graphics	4.3	4.3	0.0
Subtotal:	**139.3**	**139.3**	**0.0**
Total Across All Departments:	**640.0**	**641.4**	**1.3**

Salaries, Wages and Mandatory Benefits

Salaries, wages and mandatory benefits comprise the second largest expenditure category for Oakland Schools behind transfers to local districts (Other Financing Uses). Mandatory benefits are defined as employer FICA and employer Michigan Public School Employee Retirement System funding.

There is an across-the-board salary increase in the 2025-26 budget of 2.0% for all Oakland Schools staff. All union salary changes are subject to collective bargaining. The current collective bargaining agreement expires June 30, 2027. The growth rate assumption applied to the existing non-union salary/wage base for

step increases in the three major funds for fiscal year 2025-26 is 1.2%. The union wage base will experience step increases resulting in a wage base cost growth rate estimated at .9%. As a cost efficiency measure, and to continue to provide certain services, the district utilizes part time employees and contractors to provide certain services when possible.

The schedule below illustrates the salary and wage plus FICA (social security plus Medicare) changes by fund. All FY 2025-26 positions are assumed to be filled and fully funded for the entire year, whereas the FY 2024-25 budget takes current vacancies into consideration at the time of the 2nd budget amendment. All budget figures listed below are presented net of grant funded expenditures:

Salaries & Wages w/FICA	2024-25	2025-26	$ change	% change
General Education Fund	$ 11,157,900	$ 11,616,400	$ 458,500	4.1%
Special Education Fund	12,280,100	12,521,200	241,100	2.0%
Career Focused Education Fund	19,594,900	20,328,900	734,000	3.7%
Shared Services & Tuition Programs	9,006,000	9,952,700	946,700	10.5%
Medicaid Fund	362,100	380,400	18,300	5.1%
HR/Finance Consortium	576,900	597,700	20,800	3.6%
Production Print Enterprise Fund	300,700	313,600	12,900	4.3%
Total Salary & Wages w/FICA	$ 53,278,600	$ 55,710,900	$ 2,432,300	4.6%

MPSERS Retirement Costs

The district will pay, for most employees, an additional $28.56 in retirement costs for every $100 of wages it pays to our employees in fiscal year 2025-26. Since employees may participate in one of eight different plans, the District calculates a blended retirement rate based on plan participation. The blended retirement rate expectation for fiscal year 2025-26 is 28.56%. Please see the chart below for fund level budget information. All budget figures listed below are presented net of grant funded expenditures:

MPSERS Retirement Costs	2024-25	2025-26	$ change	% change
General Education Fund	$ 4,629,100	$ 4,604,900	$ (24,200)	-0.5%
Special Education Fund	5,002,000	5,023,000	21,000	0.4%
Career Focused Education Fund	8,056,200	8,047,200	(9,000)	-0.1%
Shared Services & Tuition Programs	3,487,500	3,700,400	212,900	6.1%
Medicaid Fund	156,800	154,800	(2,000)	-1.3%
HR/Finance Consortium	230,100	235,000	4,900	2.1%
Production Print Enterprise Fund	141,300	121,500	(19,800)	-14.0%
Total MPSERS Retirement Costs	$ 21,703,000	$ 21,886,800	$ 183,800	0.8%

Healthcare Insurance

The “hard cap” on the dollar limits the district may pay due to legislative mandates and district implementation choice are adjusted annually on January 1. Collective bargaining may impact the current plans and the cost sharing arrangement that is projected in the proposed budget.

Employees are required to pay any and all costs of their individual plan choice that exceed these limits. According to the medical plans currently in place, it is expected that employees will contribute approximately 18% on average toward the cost of their health insurance, under the hard cap scenario. The employee cost-share percentage will decrease if HB 6058 is passed, increasing the amount that employers may contribute. Future increases to the employer hard cap limits are subject to the medical consumer price index, over which the district has no jurisdiction.

Healthcare Insurance	2024-25	2025-26	$ change	% change
General Education Fund	$ 1,403,100	$ 1,411,900	$ 8,800	0.6%
Special Education Fund	1,674,500	1,608,600	(65,900)	-3.9%
Career Focused Education Fund	2,794,200	2,903,900	109,700	3.9%
Shared Services & Tuition Programs	1,161,300	1,312,700	151,400	13.0%
Medicaid Fund	61,900	67,700	5,800	9.4%
HR/Finance Consortium	49,000	54,100	5,100	10.4%
Production Print Enterprise Fund	54,600	59,000	4,400	8.1%
Total Healthcare Insurance Costs	$ 7,198,600	$ 7,417,900	$ 219,300	3.0%

Other Benefit Costs

Other benefit costs include the following benefits, both self-insured and premium-based insured programs:

- Premium-based dental, vision, life, short- and long-term disability insurance benefit programs
- Workers compensation as a member of the SET-SEG Self-Insurers Workers' Compensation Fund pool
- Cash in lieu benefits to those opting out of employer-provided health insurance
- Miscellaneous benefits including cell phone stipends, career assistance/tuition reimbursement, unemployment and vacation sale.

The budgeted expenditures as presented do not include any one-time charges. The District is expecting a net increase of 5.6% for dental, vision, life and disability programs, however significant savings are expected for workers compensation insurance based on a reduction in our experience modification. Nominal changes to other insurance budgets are expected in 2025-26. Please see the chart below for fund level budget information. All budget figures listed below are presented net of grant funded expenditures:

Other Benefits	2024-25	2025-26	$ change	% change
General Education Fund	$ 430,600	$ 420,000	$ (10,600)	-2.5%
Special Education Fund	452,400	448,100	(4,300)	-1.0%
Career Focused Education Fund	859,900	834,100	(25,800)	-3.0%
Shared Services & Tuition Programs	379,000	378,600	(400)	-0.1%
Medicaid Fund	8,400	8,600	200	2.4%
HR/Finance Consortium	17,200	17,500	300	1.7%
Production Print Enterprise Fund	17,700	18,200	500	2.8%
Total Other Insurances	$ 2,165,200	$ 2,125,100	$ (40,100)	-1.9%

Purchased Services/Supplies/Other Expenditures

Oakland Schools' goal is to manage the purchased services, supplies, and other expenditure budgets relative to the prior year through improved material and cost management practices and cooperative purchasing programs. Included in the proposed budgets for the General Education Fund, Special Education Fund and Career Focused Education Fund in the dues & fees line items are the property tax abatement expenditure budgets. The schedule below highlights fund comparative purchased services, materials and dues & fees budgets including utilities. Expenditure budgets in the General Education Fund in 2025-26 contain a $1 million placeholder budget for Artificial Intelligence as aforementioned in this executive summary, which is the primary driver for those budgets exceeding 2024-25 by approximately 22%. Expenditures in the Shared Services & Tuition Programs Fund are expected to increase with the budgeted increase in VLAC enrollment and due to expected software purchases for field services project work. Professional services budgets in the capital projects funds are projected to decrease as the demand for services was higher in 2024-25 when the campus renovations projects were being planned and in their early stages. We will carefully monitor budgets and adjust them as necessary through the amendment process.

Purchased Services/Supplies/Other	2024-25	2025-26	$ change	% change
General Education Fund	$ 5,556,400	$ 6,770,600	$ 1,214,200	21.9%
Special Education Fund	3,748,200	3,777,600	29,400	0.8%
Career Focused Education Fund	8,382,400	8,482,800	100,400	1.2%
Shared Services & Tuition Programs	4,114,500	4,503,100	388,600	9.4%
ONE Fund	1,021,500	1,080,900	59,400	5.8%
Medicaid Fund	118,700	116,500	(2,200)	-1.9%
HR/Finance Consortium	232,600	224,700	(7,900)	-3.4%
School Activities Fund	180,000	180,000	-	0.0%
Debt Service Funds	6,500	6,500	-	0.0%
Capital Projects Funds	176,900	15,200	(161,700)	-91.4%
Production Print Enterprise Fund	976,100	487,600	(488,500)	-50.0%
Total Combined Budgets	$ 24,513,800	$ 25,645,500	$ 1,131,700	4.6%

Capital Expenditures

The chart below depicts the planned capital outlay expenditures for all funds including the Capital Project Funds for the new fiscal year. Capital projects can vary significantly from year to year based on a needs assessment and the timing of furniture and equipment replacement. Amounts budgeted agree to the Board-approved 5-Year Capital Outlay Plan. The decreased capital budgets in most funds are due to staff devices that are being replaced in 2024-25. Decreases in ONE Fund capital budgets are for the countywide fiber infrastructure project that will be mostly completed in 2024-25. Finally, capital projects funds are showing a significant decrease in capital expenditure budgets for 2025-26 due to the timing of renovations at the four technical campuses as previously discussed in this executive summary.

Capital Expenditures	2024-25	2025-26	$ change	% change
General Education Fund	$ 1,197,100	$ 819,800	$ (377,300)	-31.5%
Special Education Fund	591,900	388,100	(203,800)	-34.4%
Career Focused Education Fund	484,200	248,600	(235,600)	-48.7%
Shared Services & Tuition Programs	328,200	175,000	(153,200)	-46.7%
ONE Fund	981,700	10,000	(971,700)	-99.0%
Medicaid Fund	14,200	4,400	(9,800)	-69.0%
Capital Projects Funds	17,510,700	16,073,300	(1,437,400)	-8.2%
Production Print Enterprise Fund	35,800	28,800	(7,000)	-19.6%
Total Capital Outlay Budgets	$ 21,143,800	$ 17,748,000	$ (3,395,800)	-16.1%

Other Financing Uses

The chart below depicts outgoing transfers and other transactions not classified elsewhere. The General Education Fund other financing uses consist of substitute reimbursements to districts, funding for collaborative projects such as Literacy Essentials Oakland (LEO), along with operating transfers to fund capital projects and Oakland Schools' fees to the ONE Fund. In 2024-25, the General Education Fund budget contains an additional $3.0 million transfer to capital projects funds for roofing projects and boiler updates. Special Education Fund costs in this category consist primarily of the PA-18 base distribution, group home, extraordinary, startup and Section 24 (adjudicated youth) budgets, along with an operating transfer to fund capital projects. Career Focused Education Fund expenditure budgets are primarily to districts for transportation reimbursement and to reimburse districts for staffing and other costs of operating a Career and Technical Education program (regional allocation), along with debt service and capital projects related to the four technical campuses and administration building. Transfers from CFE to the Campus Renovations Capital Projects Fund were higher in 2024-25 to pay for the aforementioned renovation projects. Finally, five funds contain transfers to the QSCB Defeasement Fund in 2024-25 to provide resources for payment of those bonds that mature in 2027. The contributions from these five funds

correspond to the original analysis of the funds that benefited from the bonds when they were taken out in 2010.

Other Financing Uses	2024-25	2025-26	$ change	% change
General Education Fund	$ 3,801,300	$ 699,400	$ (3,101,900)	-81.6%
Special Education Fund	185,207,500	185,594,000	386,500	0.2%
Career Focused Education Fund	18,394,200	15,205,400	(3,188,800)	-17.3%
Shared Services & Tuition Programs	513,900	539,800	25,900	5.0%
ONE Fund	310,800	148,000	(162,800)	-52.4%
Medicaid Fund	15,642,600	15,596,100	(46,500)	-0.3%
HR/Finance Consortium	176,400	176,400	-	0.0%
Debt Service Funds	770,000	770,000	-	0.0%
Capital Projects Funds	120,000	-	(120,000)	100.0%
Production Print Enterprise Fund	52,100	28,000	(24,100)	-46.3%
Total Other Financing Uses	$ 224,988,800	$ 218,757,100	$ (6,231,700)	-2.8%

Debt Service Expenditures

Included in this budget document are the individual budgets for all three of our Debt Service funds. Total principal and interest requirements remain consistent between FY 2024-25 and FY 2025-26. For additional debt service details, please reference the specific fund budget documents. Below is the combined debt service budgeted expenditures:

Debt Service expenditures	2024-25	2025-26	$ change	% change
Debt Service - Principal redemption	$ 1,535,000	$ 1,610,000	$ 75,000	4.9%
Debt Service - Interest	1,853,900	1,777,200	(76,700)	-4.1%
Total Debt Service Expenditures	$ 3,388,900	$ 3,387,200	$ (1,700)	-0.1%

Fund Equity Assumptions

The fund equity schedules below highlight our budgeted ending fund equity assumptions by major fund and reserve designation.

GEF Fund Balance Information	2024-25	2025-26	$ change
Non-spendable - prepaids	$ 55,300	$ 55,300	$ -
Assigned	7,780,000	8,882,100	1,102,100
Unassigned	4,226,800	3,951,500	(275,300)
Total Budgeted Ending Fund Balance	$ 12,062,100	$ 12,888,900	$ 826,800
Unassigned Fund Balance as % of Budgeted Expenditures	15%	15%	

SEF Fund Balance Information	2024-25	2025-26	$ change
Non-spendable - prepaids	$ 41,800	$ 41,800	$ -
Restricted for future center facility renovations	20,000,000	20,000,000	-
Restricted - Special Education Fund	1,155,900	1,152,000	(3,900)
Total Budgeted Ending Fund Balance	$ 21,197,700	$ 21,193,800	$ (3,900)
Restricted Fund Balance as % of Budgeted Expenditures	5%	5%	

CFEF Fund Balance Information	2024-25	2025-26	$ change
Non-spendable - Prepaids, Inventory, etc.	$ 29,100	$ 29,100	$ -
Restricted - Career Focused Education	4,862,300	4,618,000	(244,300)
Total Budgeted Ending Fund Balance	$ 4,891,400	$ 4,647,100	$ (244,300)
Restricted Fund Balance as % of Budgeted Expenditures	8%	8%	

In accordance with state and federal law, Oakland Schools does not discriminate, nor permit discrimination, on the basis of race, color, national origin, ethnicity, religion, sex, pregnancy or parental status, gender identity, gender expression, sexual orientation, disability, age, height, weight, marital status, military service, veteran status, genetic information, or any other legally protected status, in its educational programs and activities, employment, or enrollment. The District also provides equal access to the Boy Scouts and other designated youth groups.

For questions or complaints regarding unlawful discrimination or harassment, employees should contact the Assistant Superintendent of Human Resources, Personnel Management and Labor Relations at (248) 209-2429 or HR@oakland.k12.mi.us. Students and others should contact the Civil Rights/Title IX Coordinator at (248) 209-2590 or Jacqueline.Zablocki@oakland.k12.mi.us.

General Education Fund
Original Budget and Five-Year Forecast

Fiscal Year 2025-26

GENERAL EDUCATION FUND SPECIFIC ANALYSIS

FUND OVERVIEW

The Oakland Schools General Education Fund is projected to end FY 2025-26 with an unassigned year-end fund balance (at the time of this printing) of $3,951.500. In 2024-25 and 2025-26, the Superintendent, in accordance with the District's fund balance policy, assigned a portion of fund balance for certain planned projects to be completed in the subsequent fiscal year. Anticipated ending fund balances for FY 2024-25 and 2025-26 are detailed in the schedules below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Non-Spendable - Prepaids	$ 55,300	$ 55,300
Assigned	7,780,000	8,882,100
Unassigned	4,226,800	3,951,500
Total Budgeted Ending Fund Balance	$ 12,062,100	$ 12,888,900

FY 2025-26 revenues are projected to be $27.2 million:

- Property taxes - $15.4 million (57% of total revenue)
- Other local revenues - $4.1 million
- State Source revenues - $7.0 million
- Other Financing Source revenues - $.7 million

FY 2025-26 expenditures are projected to be $26.3 million:

- General Administration - $3.0 million
- Finance and Operations - $10.6 million
- Instructional Programs and Services - $10.6 million
- Plant and Fixed charges - $2.1 million

The proposed FY 2025-26 General Education Fund budget contains an operating surplus of $826,800.

Revenue

- Property taxes have been budgeted to increase by 3.7% based on our projections and supported by those of the Oakland County Equalization Division.
- Interest revenue is projected to decrease due to the uncertain economic forecast.
- Oakland Schools continues to offer a subsidy for a student assessment and data analysis system, called Illuminate DnA at 50% of the base product cost. Add-ons above the base product requested by districts are at the districts' cost. Other instructional tools such as Atlas-Rubicon and Learn360 continue to be provided to LEA's at a fraction of their cost. The revenue for these products represents the LEA portion of the cost of those tools.
- State source revenue is held flat for FY 2025-26 pending a new state aid budget, apart from Section 81 ISD Operations revenue which is budgeted to increase 2.0% and MPSERS categorical revenue. The District has adjusted the various MPSERS categoricals based on the most recent information available at the time of printing of this document.
- Other Financing Source revenues, which consist of indirect revenue on grants, are projected remain constant in 2025-26. Indirect revenue is directly correlated to direct grant spending and fluctuates annually based on the timing of expenditures.

Expenditures

- Salary and benefit budgets were forecasted in fiscal year 2025-26 to reflect a 2.0% across-the-board salary increase, plus step increases for staff not on the top step of their respective salary schedule. Budgets for 2025-26 assume all staff positions are filled for the entire fiscal year with no vacancies, whereas 2024-25 budgets have been adjusted for unfilled positions and vacancies through March 2025.
- The 2025-26 General Education Fund budget includes expenditures for a new unit within Technology Services, Artificial Intelligence (see Enterprise-wide summary for discussion).
- Property tax abatements reflect a budget of .25% of the property tax revenue budget to address the Michigan Tax Tribunal unsettled claims.

Additional variances are included on the footnote pages.

FIVE-YEAR FORECAST OVERVIEW

Following the General Education Fund (GEF) budget is the GEF five-year operating forecast model. Significant assumptions utilized in the model are identified below:

Revenue

1. Property tax revenues drive the revenue budget. Oakland Schools' property tax collection rate has been historically very high and stable. Oakland Schools utilizes projections obtained from Oakland County Equalization to create our taxable value forecasts. Based on the expectation of growth of the real-estate market, offset by the possibility of a Headlee rollback, property taxes are forecasted to increase by the following percentages:
    - 2026-27 3.0%
    - 2027-28 through 2030-31 2.6%

    The District will continue to watch these revenue forecasts for economic impact of the pandemic which could affect both property tax valuations in general along with Michigan Tax Tribunal cases.

2. The investment revenue forecast model uses a formula to generate the expected revenue figures for each fiscal year period based on projected cash flows and expected rate of return. The factors relied upon in this forecast for a reduction in investment income are based on economic uncertainty and the potential for another recession. All investments are managed within the district's investment policy and state law. The current state of economic affairs as of Apil 2025 makes investment income uncertain. The District will continue to monitor investment returns and modify forecasts as deemed necessary on an ongoing basis.

3. Fee-based service revenues are budgeted at 1.4 million for 2025-26 and are expected to remain stable through the duration of the forecast.

4. Technology application fees are budgeted at $.7 million for 2025-26 and are expected to remain flat through 2031.

5. State source revenues of $7.0 million in 2025-26 for the General Education Fund are comprised primarily of Section 81 funds and Section 147 MPSERS revenue. Section 81 funds are projected to remain flat for the duration of the five-year forecast model. MPSERS 147c(1) revenues within State Revenues are projected to increase correspondingly to the expenditure increase for the same item, as 147c(1) is revenue/expenditure neutral. The

final significant component of state source revenues is State Payment in Lieu of Taxes which represents reimbursement to the organization for personal property tax losses by the Local Community Stabilization Authority.

6. Other Financing Sources consists of the indirect revenues associated with our grant management responsibilities and charges to Medicaid, tuition programs and the Print Production Enterprise Fund. This line item may fluctuate based on anticipated grant awards but is projected as flat in the forecast.

Expenditures

1. Oakland Schools' non-union personnel salary and wage cycle is fiscal year based with regards to step movement and salary schedule increases. The forecast includes a salary/growth rate of 1.3%, which would be indicative of step movement from year to year. The forecast includes a 2% base salary increase for every year of the forecast.

2. The FICA rate is 7.65%. This rate is multiplied by the wage base (social security rate of 6.2% applied to individuals wages up to $176,100 for calendar year 2025) to produce the FICA costs for the year.

3. There are 8 different retirement rates for school district employees, based on their hire date and/or their personal choice for retirement benefits.

   The rates that are effective from October 1, 2024 through September 30, 2025 are:

	Basic/MIP with Premium Subsidy	Pension Plus with Premium Subsidy	Pension Plus PHF	Pension Plus to DC with PHF	Basic/MIP to DC with Premium Subsidy	Basic/MIP to DC with PHF	Basic/MIP with PHF	Pension Plus 2
Rate Chgd on Reported Payroll	31.36%	27.52%	26.27%	20.96%	22.21%	20.96%	30.11%	27.16%
MPSERS UAAL Stabilization Rate	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%
Subtotal	41.94%	38.10%	36.85%	31.54%	32.79%	31.54%	40.69%	37.74%
DC Employer Mandatory	0.00%	0.00%	0.00%	4.00%	4.00%	4.00%	0.00%	0.00%
DC Employer Match	0.00%	1.00%	1.00%	3.00%	3.00%	3.00%	0.00%	1.00%
Personal Healthcare Fund (PHF)	0.00%	0.00%	2.00%	2.00%	0.00%	2.00%	2.00%	2.00%
Total Rate Charged	**41.94%**	**39.10%**	**39.85%**	**40.54%**	**39.79%**	**40.54%**	**42.69%**	**40.74%**

   The forecasted rates for October 1, 2025 through September 30, 2026 contained in the Governor's proposed FY25 budget are:

	Basic/MIP with Premium Subsidy	Pension Plus with Premium Subsidy	Pension Plus PHF	Pension Plus to DC with PHF	Basic/MIP to DC with Premium Subsidy	Basic/MIP to DC with PHF	Basic/MIP with PHF	Pension Plus 2
Rate Chgd on Reported Payroll	29.91%	25.17%	21.34%	15.21%	19.04%	15.21%	26.08%	21.41%
MPSERS UAAL Stabilization Rate	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%
Subtotal	44.93%	40.19%	36.36%	30.23%	34.06%	30.23%	41.10%	36.43%
DC Employer Mandatory	0.00%	0.00%	0.00%	4.00%	4.00%	4.00%	0.00%	0.00%
DC Employer Match	0.00%	1.00%	1.00%	3.00%	3.00%	3.00%	0.00%	1.00%
Personal Healthcare Fund (PHF)	0.00%	0.00%	2.00%	2.00%	0.00%	2.00%	2.00%	2.00%
Total Rate Charged	**44.93%**	**41.19%**	**39.36%**	**39.23%**	**41.06%**	**39.23%**	**43.10%**	**39.43%**

   In order to project a budgeted rate overall for Oakland Schools for 2025-26, an analysis of how many employees we have on each of these plans was studied. A blended rate, exclusive of UAAL, for budgeting retirement costs for 2025-26 has been established at 28.56%. The blended rate exclusive of UAAL has been projected for the duration of the five-year forecast at a 1.0% rate of increase annually.

4. The district provides health insurance to employees, adopting the "hard cap" on the dollar limits the district may pay for health insurance due to legislative mandates and district implementation choice. Future increases to the employer hard cap limits are subject to the medical consumer price index, which the district has no jurisdiction over. The forecast assumes an annual growth rate of 4.0% in the medical CPI for all five years of the forecast.

5. Purchased services accounts are forecasted to increase 2% for all years of the forecast due to inflation.

6. Supply and material budgets as well as dues and fees are projected to grow by 2-3% for the duration of the forecast.

Fund Balance

The Unassigned Fund Balance forecast shows an estimated fund balance of the following levels:

2026-27	$4.8 million	18.3%
2027-28	$5.2 million	19.1%
2028-29	$5.1 million	17.8%
2029-30	$4.5 million	15.3%
2030-31	$3.6 million	11.9%

OAKLAND SCHOOLS GENERAL EDUCATION FUND
REVENUE AND EXPENDITURE BUDGET
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
FUND EQUITY, BEG OF YEAR					
Non-Spendable for Prepaids, Inventory, & Deposits	29,462	55,300	55,300		0.00%
Assigned	1,400,000	7,700,000	7,780,000		1.04%
Unassigned	4,883,801	4,660,500	4,226,800		-9.31%
TOTAL FUND EQUITY, BEG OF YEAR	6,313,263	12,415,800	12,062,100		-2.85%
REVENUE					
LOCAL SOURCES					
Property Taxes	13,951,378	14,892,100	15,443,100	A	3.70%
Interest on Investments	1,359,571	1,241,800	1,061,100	B	-14.55%
Auxiliary Services - Purchasing Card Rebate	43,008	40,000	40,000		0.00%
Beverage Consortium	-	300	-		-100.00%
Central Applicant Tracking	155,382	163,200	163,200		0.00%
Community Telecommunications Network (CTN)	725,000	750,000	600,000	C	-20.00%
Conference Center - Catering Revenue	31,587	28,500	28,500		0.00%
Cooperative Purchasing Rebates	192,642	200,000	173,000		-13.50%
District & School Services - Discovery/Learn 360	140,034	211,700	211,700		0.00%
District & School Services - Illuminate	525,927	513,700	513,700		0.00%
District & School Services - Rubicon West	82,683	85,500	85,500		0.00%
MAISA IGA	-	85,600	-	D	-100.00%
MOR COOP Fees	148,436	70,600	70,600		0.00%
Rental - Facility Rental Fees (External)	8,558	11,000	11,000		0.00%
Rental - Virtual Learning Academy	26,700	20,000	20,000		0.00%
SCECH Credits	29,310	4,800	-		-100.00%
Sustainability Committee	-	1,500	1,500		0.00%
Technology Services - Student Application	578,659	596,400	564,400		-5.37%
Technology Services - Virtual (Cloud) Server Area Storage	109,987	117,600	117,700		0.09%
Workshop fees	269,694	350,000	350,000		0.00%
Miscellaneous and Other	141,670	30,000	30,000		0.00%
TOTAL LOCAL SOURCES	18,520,226	19,414,300	19,485,000		0.36%
STATE SOURCES					
Section 81 - General Aid	4,482,875	4,482,900	4,572,600		2.00%
Section 147a(2) MPSERS Normal Cost Offset	474,661	516,000	516,000		0.00%
Section 147a(3) MPSERS Cost Offset ISDs & Districts	124,168	119,200	-	E	-100.00%
Section 147a(4) MPSERS Cost Offset - Reduced UAAL	-	631,100	-	E	-100.00%
Section 147c(1) MPSERS UAAL Rate Stabilization	2,119,416	1,160,600	1,577,100	F	35.89%
Section 147c(2) MPSERS One Time Deposit	-	263,800	-	E	-100.00%
Section 147e MPSERS Employer DC Match	50,561	56,800	56,800		0.00%
Section 147f MPSERS UAAL Rate Reimb	55,175	-	-		0.00%
Section 147g MPSERS 3% Healthcare Reimbursement	-	216,700	-	E	-100.00%
MPSERS DC Credit	12,435	23,300	23,300		0.00%
Section 152a Headlee Obligation for Data Collections	257	300	300		0.00%
Section 26a Renaissance Zone	1,633	1,600	1,600		0.00%
Section 26d Brownfield Redevelopment Reimbursement	47,829	47,800	47,800		0.00%
State Payment in Lieu of Taxes	153,733	163,300	163,300		0.00%
TOTAL STATE SOURCES	7,522,743	7,683,400	6,958,800		-9.43%
OTHER FINANCING SOURCES					
Transfer from Fund 270 - Indirect	268,486	270,800	272,700		0.70%
Transfer from MiPeer Fund 277	127,000	127,000	127,000		0.00%
Indirect Revenue	464,246	326,300	326,300		0.00%
Subscription-Based IT Arrangements	331,838	-	-	G	0.00%
TOTAL OTHER FINANCING SOURCES	1,191,570	724,100	726,000		0.26%
TOTAL REVENUE	27,234,539	27,821,800	27,169,800		-2.34%
TOTAL REVENUE AND BEG BALANCE	33,547,802	40,237,600	39,231,900		-2.50%

OAKLAND SCHOOLS GENERAL EDUCATION FUND
REVENUE AND EXPENDITURE BUDGET
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
EXPENDITURES					
General Administration	1,978,028	2,809,600	3,019,400		7.47%
Finance and Operations	8,823,180	9,707,000	10,615,400		9.36%
Instructional Programs and Services	9,020,592	10,064,300	10,569,000		5.01%
Plant & Fixed Charges	1,310,161	5,594,600	2,139,200		-61.76%
TOTAL EXPENDITURES	21,131,961	28,175,500	26,343,000		-6.50%
Operating Surplus/(Deficit)	6,102,578	(353,700)	826,800		-333.76%
FUND EQUITY, END OF YEAR					
Non-Spendable for Prepaids, Inventory, & Deposits	55,353	55,300	55,300		0.00%
Assigned	7,700,000	7,780,000	8,882,100		14.17%
Unassigned	4,660,488	4,226,800	3,951,500		-6.51%
TOTAL FUND EQUITY, END OF YEAR	12,415,841	12,062,100	12,888,900		6.85%
TOTAL EXPEND AND ENDING BALANCE	33,547,802	40,237,600	39,231,900		-2.50%

OAKLAND SCHOOLS GENERAL EDUCATION FUND
EXPENDITURE BUDGET SUMMARY
FISCAL YEAR 2025-26

		FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
General Administration						
001	Office of the Superintendent	412,811	407,600	449,000		10.16%
002	Deputy Superintendent	295,358	340,800	368,200		8.04%
003	Assistant Superintendent - Finance & Operations	161,632	185,200	189,800		2.48%
006	LEA & Administration Support	69,421	674,300	743,300		10.23%
049	Communications Services	502,348	573,700	568,700		-0.87%
083	Human Resources	374,703	458,200	530,600		15.80%
084	Central Applicant Tracking	161,755	169,800	169,800		0.00%
	GROUP TOTAL	1,978,028	2,809,600	3,019,400		7.47%
Finance and Operations						
011	Financial Services	423,758	472,500	472,000		-0.11%
013	Event Management	393,891	524,200	492,300		-6.09%
014	Government Relations	343,983	358,400	370,500		3.38%
028	Technology Services - Technology Licensing	2,091,508	1,989,300	1,966,600		-1.14%
029	Technology Services - Administration	149,525	226,400	168,800	H	-25.44%
030	Technology Services - Technical Support Services	610,241	696,300	689,400		-0.99%
031	Artificial Intelligence	-	-	1,000,000	I	100.00%
032	Technology Services - Application Services	2,069,813	2,246,200	2,287,200		1.83%
033	Technology Services - Enterprise Technical Services	636,677	734,800	745,800		1.50%
038	Legal Affairs	382,009	462,900	490,500		5.96%
039	Records Management	1,566	6,900	14,400		108.70%
040	Auxiliary Services, Maintenance & Facility Operations	182,554	197,400	196,800		-0.30%
041	Facilities & Building Projects	261,438	290,800	282,200		-2.96%
042	Office of Purchasing Management	170,954	199,100	205,300		3.11%
044	Pupil, Corporate, & District Services	593,716	689,900	631,800		-8.42%
045	Auxiliary Services - Pupil Transportation	127,589	199,900	208,800		4.45%
047	Auxiliary Services - Shipping and Receiving	138,087	153,100	134,000		-12.48%
048	Child Nutrition	245,871	258,900	259,000		0.04%
	GROUP TOTAL	8,823,180	9,707,000	10,615,400		9.36%
Instructional Programs and Services						
007	Specialized Student Support	170,234	-	-		0.00%
018	Workshops	441,493	725,700	820,800		13.10%
081	District & School Services - School Culture & Climate	1,125,239	1,685,100	1,608,700		-4.53%
082	District & School Services - Early Childhood	903,000	840,600	891,900		6.10%
085	District & School Services - Instruction & Pedagogy	2,503,906	2,900,200	3,133,400	J	8.04%
086	District & School Services - Research, Eval & Assessment Plus	516,610	561,000	561,700		0.12%
087	District & School Services - Curriculum & Assessment	1,560,879	1,494,000	1,693,500	K	13.35%
089	District & School Services - Leadership & School Improv	1,799,231	1,857,700	1,859,000		0.07%
	GROUP TOTAL	9,020,592	10,064,300	10,569,000		5.01%
Plant & Fixed Charges						
011	TXG-Property Tax Adjustments and Fees	28,814	48,800	50,300		3.07%
091	Plant & Fixed Charges - Facility Operations	343,626	402,400	429,700		6.78%
092	Plant & Fixed Charges - Telephone	43,323	71,800	71,800		0.00%
093	Facility Operations - Summit Place North	33,111	167,900	149,000		-11.26%
094	Plant & Fixed Charges - Capital Outlay	222,887	1,159,400	800,000	L	-31.00%
095	Operating Transfers Out	638,400	3,744,300	638,400	M	-82.95%
	GROUP TOTAL	1,310,161	5,594,600	2,139,200		-61.76%
	GENERAL FUND TOTAL EXPENDITURES	21,131,961	28,175,500	26,343,000		-6.50%

OAKLAND SCHOOLS GENERAL EDUCATION FUND
FOOTNOTES
FISCAL YEAR 2025-2026
FOOTNOTES: Highlighting line items that are +/-25% and/or +/-$100K from last year

A	The 3.7% increase in Property Tax Revenue reflects the tax base growth and its impact on the district's property tax revenues as forecasted by the Oakland County Equalization Department.
B	The decrease in Interest on Investments is a conservative projection due to forecasted economic uncertainties.
C	2024-25 includes a one-time additional distribution payment of $150,000 from CTN.
D	2024-25 includes one-time funding from an Educator on Loan IGA with MAISA.
E	2025-26 funding for certain State Aid categoricals is eliminated or uncertain and therefore not included in the proposed budget.
F	The MPSERS Unfunded Actuarial Accrued Liability (UAAL) rate is projected to increase from 10.58% in 2024-25 to 15.02% in 2025-26.
G	Revenue for Subscription-Based Information Technology Arrangements (SBITA's) only occurs in the implementation year of a new arrangement. No SBITA's have been identified for 2024-25 or 2025-26.
H	The Digital Learning Specialist new position approved in 2024-25 was budgeted in Loc 029, but will be moved to loc 085 in 2025-26.
I	New Artificial Intelligence dept in 2025-26; placeholder budget created until specific needs are determined.
J	The Digital Learning Specialist position is transferred to this unit in 2025-26. Also, a .5 FTE Inclusive Practices Consultant new position is added in 2025-26.
K	Changes are the result of position vacancies in 2024-25 which are fully funded in 2025-26.
L	2024-25 budgets included additional capital outlay for staff devices due to the sunsetting of Windows 10.
M	2024-25 Operating Transfers included additional transfers for capital projects and debt service.

Oakland Schools

Annual Budgeting Amendment Report

As of 3/17/2025

Function	Location Description		FY2025 Amendment	FY2026
Type: 4 **Revenue**				
Fund: 100 General Education Fund				
Function: 000 **Not Applicable**				
Function: 000	**Not Applicable**	**Total:**	**27,821,800.00**	**27,169,800.00**
Fund: 100	**General Education Fund**	**Total:**	**27,821,800.00**	**27,169,800.00**
Type: 4	**Revenue**	**Total:**	**27,821,800.00**	**27,169,800.00**
Type: 5 **Expense**				
Fund: 100 General Education Fund				
Function: 211 **Truancy/Absenteeism Services**				
Function: 211	**Truancy/Absenteeism Services**	**Total:**	**282,700.00**	**262,800.00**
Function: 221 **Improve of Instruction**				
Function: 221	**Improve of Instruction**	**Total:**	**7,887,100.00**	**8,219,200.00**
Function: 225 **Technology Assisted Instructn**				
Function: 225	**Technology Assisted Instructn**	**Total:**	**547,800.00**	**609,300.00**
Function: 226 **Supv/Dir Instr Staff**				
Function: 226	**Supv/Dir Instr Staff**	**Total:**	**341,100.00**	**356,400.00**
Function: 231 **Board of Education**				
Function: 231	**Board of Education**	**Total:**	**139,400.00**	**142,700.00**
Function: 232 **Exec Administration**				
Function: 232	**Exec Administration**	**Total:**	**1,698,900.00**	**1,811,800.00**
Function: 252 **Fiscal Services**				
Function: 252	**Fiscal Services**	**Total:**	**1,139,000.00**	**1,153,200.00**
Function: 257 **Internal Services**				
Function: 257	**Internal Services**	**Total:**	**347,500.00**	**327,800.00**
Function: 259 **Oth Business Svcs**				
Function: 259	**Oth Business Svcs**	**Total:**	**59,400.00**	**60,900.00**
Function: 261 **Oper Bldg Svcs**				
Function: 261	**Oper Bldg Svcs**	**Total:**	**684,500.00**	**703,200.00**
Function: 266 **Security Services**				
Function: 266	**Security Services**	**Total:**	**26,700.00**	**26,700.00**
Function: 271 **Pupil Transportation Services**				
Function: 271	**Pupil Transportation Services**	**Total:**	**199,900.00**	**208,800.00**
Function: 281 **Plan, Research, Dev and Eval**				
Function: 281	**Plan, Research, Dev and Eval**	**Total:**	**562,600.00**	**563,300.00**
Function: 282 **Communication Services**				
Function: 282	**Communication Services**	**Total:**	**563,000.00**	**557,700.00**
Function: 283 **Staff/Personnel Svcs**				
Function: 283	**Staff/Personnel Svcs**	**Total:**	**576,700.00**	**711,500.00**
Function: 284 **Support Svcs Tech**				
Function: 284	**Support Svcs Tech**	**Total:**	**6,248,600.00**	**6,846,900.00**
Function: 285 **Pupil Accounting**				
Function: 285	**Pupil Accounting**	**Total:**	**407,200.00**	**369,000.00**
Function: 289 **Other Central Services**				
Function: 289	**Other Central Services**	**Total:**	**480,100.00**	**487,700.00**
Function: 299 **Other Support Services**				
Function: 299	**Other Support Services**	**Total:**	**1,249,900.00**	**1,313,100.00**
Function: 456 **Building Improv Svcs**				

Oakland Schools
Annual Budgeting Amendment Report
As of 3/17/2025

Function	Location Description		FY2025 Amendment	FY2026
Function: 456	Building Improv Svcs	Total:	723,200.00	704,300.00
Function: 511	**Debt Svc LT-Principal**			
Function: 511	Debt Svc LT-Principal	Total:	265,900.00	268,300.00
Function: 626	**Fund Mod-Vocational Ed Fund**			
Function: 626	Fund Mod-Vocational Ed Fund	Total:	0.00	0.00
Function: 627	**Fund Mod-Co-op Activity**			
Function: 627	Fund Mod-Co-op Activity	Total:	438,400.00	438,400.00
Function: 634	**Fund Mod-QSCB Defeasement**			
Function: 634	Fund Mod-QSCB Defeasement	Total:	105,900.00	0.00
Function: 645	**Fund Mod-CP CFE Reno**			
Function: 645	Fund Mod-CP CFE Reno	Total:	0.00	0.00
Function: 647	**Fund Mod-CP Adm Bldg Reno**			
Function: 647	Fund Mod-CP Adm Bldg Reno	Total:	3,200,000.00	200,000.00
Fund: 100	General Education Fund	Total:	28,175,500.00	26,343,000.00
Type: 5	Expense	Total:	28,175,500.00	26,343,000.00

End of Report

Oakland Schools

Annual Budgeting Amendment Report

As of 3/17/2025

Location	Location Description		FY2025 Amendment	FY2026
Type: 4 **Revenue**				
Fund: 100 General Education Fund				
Location: 000	**None**	**Total:**	**24,571,400.00**	**24,219,000.00**
Location: 006	**LEA & Administration Support**	**Total:**	**750,000.00**	**600,000.00**
Location: 013	**Event Management Operations**	**Total:**	**383,300.00**	**378,500.00**
Location: 026	**Virtual Learning 9-12**	**Total:**	**0.00**	**0.00**
Location: 028	**Tech Services-Licensing**	**Total:**	**716,800.00**	**716,900.00**
Location: 032	**Application Services**	**Total:**	**596,400.00**	**564,400.00**
Location: 040	**Auxiliary Services Admin**	**Total:**	**300.00**	**0.00**
Location: 041	**Facilities Management**	**Total:**	**32,500.00**	**32,500.00**
Location: 042	**Ofc of Procurement & Contracts**	**Total:**	**240,000.00**	**213,000.00**
Location: 045	**Pupil Transportation**	**Total:**	**0.00**	**0.00**
Location: 048	**Child Nutrition**	**Total:**	**70,600.00**	**70,600.00**
Location: 081	**School Culture and Climate**	**Total:**	**85,600.00**	**0.00**
Location: 084	**Central Applicant Tracking**	**Total:**	**163,200.00**	**163,200.00**
Location: 085	**Instruction & Pedagogy**	**Total:**	**211,700.00**	**211,700.00**
Location: 086	**Research/Evaluation & Assess**	**Total:**	**0.00**	**0.00**
Location: 096	**Career Connections**	**Total:**	**0.00**	**0.00**
Fund: 100	**General Education Fund**	**Total:**	**27,821,800.00**	**27,169,800.00**
Type: 4	**Revenue**	**Total:**	**27,821,800.00**	**27,169,800.00**
Type: 5 **Expense**				
Fund: 100 General Education Fund				
Location: 001	**Office Of The Superintendent**	**Total:**	**407,600.00**	**449,000.00**
Location: 002	**Deputy Supt-Education Services**	**Total:**	**340,800.00**	**368,200.00**
Location: 003	**Asst Supt-Finance & Operations**	**Total:**	**185,200.00**	**189,800.00**
Location: 006	**LEA & Administration Support**	**Total:**	**674,300.00**	**743,300.00**
Location: 007	**Specialized Student Support**	**Total:**	**0.00**	**0.00**
Location: 011	**Financial Services**	**Total:**	**521,300.00**	**522,300.00**
Location: 013	**Event Management Operations**	**Total:**	**524,200.00**	**492,300.00**
Location: 014	**Government & Community Svcs**	**Total:**	**358,400.00**	**370,500.00**
Location: 018	**Event Management-Workshops**	**Total:**	**725,700.00**	**820,800.00**
Location: 028	**Tech Services-Licensing**	**Total:**	**1,989,300.00**	**1,966,600.00**
Location: 029	**Tech Services Administration**	**Total:**	**226,400.00**	**168,800.00**
Location: 030	**Technical Support Services**	**Total:**	**696,300.00**	**689,400.00**
Location: 031	**Artificial Intellegence**	**Total:**	**0.00**	**1,000,000.00**
Location: 032	**Application Services**	**Total:**	**2,246,200.00**	**2,287,200.00**
Location: 033	**Enterprise Tech Services**	**Total:**	**734,800.00**	**745,800.00**
Location: 038	**Legal Affairs**	**Total:**	**462,900.00**	**490,500.00**
Location: 039	**Records Management**	**Total:**	**6,900.00**	**14,400.00**
Location: 040	**Auxiliary Services Admin**	**Total:**	**197,400.00**	**196,800.00**
Location: 041	**Facilities Management**	**Total:**	**290,800.00**	**282,200.00**
Location: 042	**Ofc of Procurement & Contracts**	**Total:**	**199,100.00**	**205,300.00**
Location: 044	**Corporate & District Services**	**Total:**	**689,900.00**	**631,800.00**
Location: 045	**Pupil Transportation**	**Total:**	**199,900.00**	**208,800.00**
Location: 047	**Shipping & Receiving**	**Total:**	**153,100.00**	**134,000.00**
Location: 048	**Child Nutrition**	**Total:**	**258,900.00**	**259,000.00**
Location: 049	**Communications Services**	**Total:**	**573,700.00**	**568,700.00**
Location: 081	**School Culture and Climate**	**Total:**	**1,685,100.00**	**1,608,700.00**
Location: 082	**Early Childhood**	**Total:**	**840,600.00**	**891,900.00**

Oakland Schools

Annual Budgeting Amendment Report

As of 3/17/2025

Location	Location Description		FY2025 Amendment	FY2026
Location: 083	Human Resources	Total:	458,200.00	530,600.00
Location: 084	Central Applicant Tracking	Total:	169,800.00	169,800.00
Location: 085	Instruction & Pedagogy	Total:	2,900,200.00	3,133,400.00
Location: 086	Research/Evaluation & Assess	Total:	561,000.00	561,700.00
Location: 087	Curriculum & Assessment	Total:	1,494,000.00	1,693,500.00
Location: 089	Leadership & School Improvemnt	Total:	1,857,700.00	1,859,000.00
Location: 091	Plant & Fixed-Plant Operations	Total:	402,400.00	429,700.00
Location: 092	Plant & Fixed-Telephone	Total:	71,800.00	71,800.00
Location: 093	Plant & Fixed-Plant Ops Summit	Total:	167,900.00	149,000.00
Location: 094	Plant & Fixed-Capital Outlay	Total:	1,159,400.00	800,000.00
Location: 095	Transfers Out	Total:	3,744,300.00	638,400.00
Fund: 100	General Education Fund	Total:	28,175,500.00	26,343,000.00
Type: 5	Expense	Total:	28,175,500.00	26,343,000.00

End of Report

OAKLAND SCHOOLS GENERAL EDUCATION
FUNDED PROJECTS/GRANTS
REVENUE AND EXPENDITURE BUDGET
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	FY to FY % CHANGE
FUND 105				
FUND EQUITY, BEGINNING OF YEAR				
Non-Spendable for Prepaids, Inventory, & Deposits	15,855	87,600	87,600	0.00%
Unassigned	(208,382)	(239,500)	(239,500)	0.00%
TOTAL FUND EQUITY, BEGINNING OF YEAR	(192,527)	(151,900)	(151,900)	0.00%
OPERATING REVENUE				
Local & Other	294,756	3,300,000	2,240,000	-32.12%
State Sources	58,160,867	100,000,000	86,400,000	-13.60%
Federal Sources	3,194,645	9,200,000	6,200,000	-32.61%
TOTAL REVENUE	61,650,268	112,500,000	94,840,000	-15.70%
TOTAL REVENUE AND BEG BALANCE	61,457,741	112,348,100	94,688,100	-15.72%
EXPENDITURES				
Basic Programs - 110	22,290	250,000	172,600	-30.96%
Added Needs - 120	17,325	350,000	147,400	-57.89%
Support Services Pupil - 210	1,179,599	2,940,000	1,787,200	-39.21%
Support Services Instructional Staff - 220	4,915,718	12,000,000	8,980,200	-25.17%
Support Services General Administration - 230	1,525	77,000	70,000	-9.09%
Support Services School Administration - 240	1,400	1,000	600	-40.00%
Support Services Business - 250	61,378	205,000	151,500	-26.10%
Operation & Maintenance - 260	57,191	250,000	117,300	-53.08%
Pupil Transportation - 270	1,667,227	2,700,000	2,361,600	-12.53%
Support Services Central - 280	896,377	1,500,000	865,000	-42.33%
Support Service - Other - 290	(2,385)	20,000	11,900	-40.50%
Community Services Direction - 310	341,890	500,000	370,700	-25.86%
Community Activities - 330	394,280	1,200,000	685,500	-42.88%
Welfare Activities - 360	12,860	100,000	43,900	-56.10%
Other Community Services - 390	(40,904)	-	-	0.00%
Payments to Other Public Schools - 410	25,221,693	64,257,000	56,767,800	-11.66%
Payments to Not for Profit Entities - 440	26,568,013	25,300,000	21,703,400	-14.22%
Fund Modifications (Other Operating Transfers Out) - 610	294,120	850,000	603,400	-29.01%
TOTAL EXPENDITURES	61,609,597	112,500,000	94,840,000	-15.70%
FUND EQUITY, END OF YEAR				
Non-Spendable for Prepaids, Inventory, & Deposits	87,570	87,600	87,600	0.00%
Unassigned	(239,426)	(239,500)	(239,500)	0.00%
TOTAL FUND EQUITY, END OF YEAR	(151,856)	(151,900)	(151,900)	0.00%
TOTAL EXPEND AND ENDING BALANCE	61,457,741	112,348,100	94,688,100	-15.72%

OAKLAND SCHOOLS
GENERAL EDUCATION FUND
5-YEAR FORECAST

	Actuals 2023-24	Amend 2 2024-25	Proposed 2025-26	Projection 2026-27	Projection 2027-28	Projection 2028-29	Projection 2029-30	Projection 2030-31
REVENUES:								
Local Revenues:								
Property taxes	13,951,378	14,892,100	15,443,100	15,906,400	16,320,000	16,744,300	17,179,700	17,626,400
Investment revenue	1,359,571	1,241,800	1,061,100	700,000	700,000	600,000	500,000	500,000
Fee based services & misc. revenue	1,689,751	1,671,700	1,404,000	1,404,000	1,404,000	1,404,000	1,404,000	1,404,000
Technology fees - Applications	688,646	714,000	682,100	682,100	682,100	682,100	682,100	682,100
Technology fees - Illuminate	525,927	513,700	513,700	513,700	513,700	513,700	513,700	513,700
Workshop fees	269,694	350,000	350,000	350,000	350,000	350,000	350,000	350,000
Rental revenue	35,258	31,000	31,000	31,000	31,000	31,000	31,000	31,000
State Revenues	7,369,011	7,520,100	6,795,500	6,897,700	6,953,200	7,010,400	7,069,500	7,130,600
State Payment in Lieu of Taxes	153,733	163,300	163,300	163,300	163,300	163,300	163,300	163,300
Other Sources - Transfer In from CPDI & SRF	127,000	127,000	127,000	127,000	127,000	127,000	127,000	127,000
Other Sources - Transfer In from Fund 270 (indirect)	268,486	270,800	272,700	272,700	272,700	272,700	272,700	272,700
Other Financing Sources	796,084	326,300	326,300	300,000	300,000	300,000	300,000	300,000
TOTAL REVENUES	27,234,539	27,821,800	27,169,800	27,347,900	27,817,000	28,198,500	28,593,000	29,100,800
EXPENDITURES:								
Salaries/wages	9,168,537	10,387,900	10,823,500	11,180,700	11,549,700	11,930,800	12,324,500	12,731,200
Employee Benefits:								
FICA insurance	669,138	770,000	792,900	855,300	883,600	912,700	942,800	973,900
MPSERS retirement program costs	2,700,826	3,181,100	3,027,800	3,225,100	3,364,900	3,510,700	3,662,800	3,821,500
MPSERS Sec 147c & 147g	1,760,615	1,448,000	1,577,100	1,679,300	1,734,800	1,792,000	1,851,100	1,912,200
Healthcare insurance	1,180,620	1,403,100	1,411,900	1,468,400	1,527,100	1,588,200	1,651,700	1,717,800
Other employee insurances & benefits	350,441	430,600	420,000	441,000	463,100	486,300	510,600	536,100
Purchased Services - Contractors (3110-99)	610,396	1,331,500	1,442,900	1,486,200	1,530,800	1,576,700	1,624,000	1,672,700
Purchased Services	2,414,930	2,922,200	3,066,300	3,191,600	3,319,400	3,449,800	3,582,800	3,718,500
Supplies and Materials	381,218	686,500	639,700	658,900	678,700	699,100	720,100	741,700
Utilities	130,825	171,700	172,900	179,800	187,000	194,500	202,300	210,400
Capital Outlay (I.T. Refresh & other)	712,855	1,197,100	819,800	238,000	238,000	238,000	238,000	238,000
Dues/Fees/Leases	344,526	407,400	410,200	418,400	426,800	435,300	444,000	452,900
Property tax abatement & delinquency WO	17,400	37,100	38,600	39,800	40,800	41,900	42,900	44,100
Artificial Intelligence	-	-	1,000,000	700,000	770,000	823,900	881,573	943,283
Operating Transfers Out - SRF	438,400	438,400	438,400	438,400	438,400	438,400	238,400	38,400
Operating Transfers Out - QSCB	-	105,900	-	-	-	-	-	-
Operating Transfers Out - CP Fund:	200,000	3,200,000	200,000	200,000	200,000	200,000	200,000	200,000
Operating Transfers Out - Other LEAs	51,234	57,000	61,000	61,000	61,000	61,000	61,000	61,000
TOTAL EXPENDITURES	21,131,961	28,175,500	26,343,000	26,461,900	27,414,100	28,379,300	29,178,573	30,013,683
OPERATING EXCESS (DEFICIT)	6,102,578	(353,700)	826,800	886,000	402,900	(180,800)	(585,573)	(912,883)

OAKLAND SCHOOLS
GENERAL EDUCATION FUND
5-YEAR FORECAST

	Actuals 2023-24	Amend 2 2024-25	Proposed 2025-26	Projection 2026-27	Projection 2027-28	Projection 2028-29	Projection 2029-30	Projection 2030-31
FUND BALANCES:								
Beginning of Year - unassigned	4,883,801	4,660,500	4,226,800	3,951,500	4,837,500	5,240,400	5,059,600	4,474,027
Beginning of Year - assigned	1,400,000	7,700,000	7,780,000	8,882,100	8,882,100	8,882,100	8,882,100	8,882,100
Beginning of Year - unspendable	29,462	55,300	55,300	55,300	55,300	55,300	55,300	55,300
End of Year - unassigned	4,660,488	4,226,800	3,951,500	4,837,500	5,240,400	5,059,600	4,474,027	3,561,144
End of Year - assigned	7,700,000	7,780,000	8,882,100	8,882,100	8,882,100	8,882,100	8,882,100	8,882,100
End of Year - unspendable	55,353	55,300	55,300	55,300	55,300	55,300	55,300	55,300
End of Year Unassigned FB as % of Exp.	22.1%	15.0%	15.0%	18.3%	19.1%	17.8%	15.3%	11.9%

Special Education Fund
Original Budget and Five-Year Forecast

Fiscal Year 2025-26

SPECIAL EDUCATION FUND SPECIFIC ANALYSIS

FUND OVERVIEW

The Oakland Schools Special Education Fund is projected to have a FY 2025-26 year-end restricted fund balance (at the time of this printing) of $1,152,000. Anticipated ending fund balances for FY 2024-25 and 2025-26 are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Non-Spendable Prepaids	$ 41,800	$ 41,800
Restricted for Center Facility Renovations	20,000,000	20,000,000
Restricted	1,155,900	1,152,000
Total Budgeted Ending Fund Balance	$ 21,197,700	$ 21,193,800

Included in the above fund balance summary, is an estimated $20,000,000 to be restricted for future special education center facility renovations. This restricted fund balance component is available for center program operators to request funding for renovations.

FY 2025-26 revenue is projected to be $209.4 million:

- Property taxes - $196.4 million (94% of total revenue)
- Other local revenues - $3.2 million
- State Source revenues - $9.5 million
- Other Financing Sources - $0.3 million

FY 2025-26 expenditures are projected to be $209.4 million:

- Special Education - Program Supervision and Direction - $2.7 million
- Special Education - Program Operations – $12.1 million
- Special Education - Plant and Fixed charges – $8.3 million
- Special Education – PA-18 Distribution – $183.9 million
- Special Education - LEA Transfers and Program Subsidies – $2.4 million

The PA-18 distribution base funding for fiscal year 2025-26 has been budgeted at $183,872,500. An additional $2,450,000 is budgeted for group home and medical student support issues, incarcerated youth, startup assistance, extraordinary contingency, assistive technology equipment and Section 24 payments provided to the local districts that operate educational programs in juvenile detention facilities. The District's Special Education Fund restricted fund balance is regulated by our fund balance target protocol. The protocol directs goal levels for the restricted fund balance of 5%-10% of Oakland Schools operations. The Oakland Schools Board of Education has determined for the past several years that the District would budget for a 5% restricted fund balance. Our FY 2025-26 budget documents are developed, authorized and issued with fund balance expectations imbedded prior to the end of the current fiscal year using the current fiscal year revenue and expenditure budgets as a basis. Additional PA-18 funds may be released if the 2024-25 audited fund balance results are higher than the 5% target. The FY 2024 audited fund balance exceeded our current 5% target, and as such a supplemental PA-18 Distribution of $5.6 million was distributed to the LEAs in FY 2025.

PROGRAM AND PERSONNEL

The Special Populations Department within the Special Education Fund is organized into four service delivery areas that interface through the Special Populations Administration. The four service delivery areas are:

- Compliance Support
- Capacity Building
- Student Services for Low Incidence
- Materials Center, Braille & Large Print Library

In FY 2025-26 staffing is projected to remain relatively stable. A .5 FTE is being added to the Special Populations budgets for a split-funded position shared with DSS for a Universal Design for Learning Consultant. Other minor staffing changes are detailed in the Enterprise Wide Executive Summary & Budget Assumptions under Staffing Changes.

Revenue

- Property taxes have been budgeted to increase by 3.7% based on our projections and supported by those of the Oakland County Equalization Division.
- Interest revenue is projected to decrease due to the uncertain economic forecast.
- State source revenue is held flat for FY 2025-26 pending a new state aid budget, with the exception of MPERS categorical revenue. The District has adjusted the various MPSERS categoricals based on the most recent information available at the time of printing of this document.
- Other Financing Source revenues, which consist of indirect revenue on grants, are projected to remain consistent from 2024-25 to 2025-26. Indirect revenue is directly correlated to direct grant spending and fluctuates annually based on the timing of expenditures.

Expenditures

- The Special Education PA-18 base distribution (department 078) shows an increase of $10.3 million or 5.9% from the FY 2024-25 Amendment 2 budget. The FY 2024-25 budget contains a supplemental distribution budget of $9.8 million not budgeted in FY 2025-26, of which $5.6 million was distributed to constituent districts in December 2024 and the remaining may be distributed pending finalization of the year end audit.
- Salary and benefit budgets were forecasted in fiscal year 2025-26 to reflect a 2.0% across-the-board salary increase, plus step increases for staff not on the top step of their respective salary schedule. Budgets for 2025-26 assume all staff positions are filled for the entire fiscal year with no vacancies, whereas 2024-25 budgets have been adjusted for unfilled positions and vacancies through March 2025.
- Property Tax abatements reflect a budget of .25% of the property tax revenue budget to address the Michigan Tax Tribunal unsettled claims.

Additional variances are included on the footnote pages.

FIVE-YEAR FORECAST OVERVIEW

Attached is the Special Education Fund (SEF) five-year operating forecast model. Significant assumptions utilized in the model are identified below:

REVENUE

1. Property tax revenues drive the revenue budget. Oakland Schools' property tax collection rate has been historically very high and stable. Oakland Schools utilizes projections obtained from Oakland County Equalization to create our taxable value forecasts. Based on the expectation of growth of the real-estate market, offset by the possibility of a Headlee rollback, property taxes are forecasted to increase by the following percentages:
    - 2026-27 3.0%
    - 2027-28 through 2030-31 2.6%

    The District will continue to watch these revenue forecasts for economic impact of the pandemic which could affect both property tax valuations in general along with Michigan Tax Tribunal cases.

2. The investment revenue forecast model uses a formula to generate the expected revenue figures for each fiscal year period based on projected cash flows and expected rate of return. The factors relied upon in this forecast for a reduction in investment income are based on economic uncertainty and the potential for another recession. All investments are managed within the district's investment policy and state law. The current state of economic affairs as of Apil 2025 makes investment income uncertain. The District will continue to monitor investment returns and modify forecasts as deemed necessary on an ongoing basis.

3. Fee-based service revenues are budgeted at $70,000 for 2025-26 and are expected to remain stable through the duration of the forecast.

4. State source revenues for the Special Education Fund, primarily Section 51, are projected to remain flat for the duration of the five-year forecast model. MPSERS 147c(1) revenues within State Revenues are projected to increase correspondingly to the expenditure increase for the same item, as 147c(1) is revenue/expenditure neutral. The final significant component of state source revenues is State Payment in Lieu of Taxes which represents reimbursement to the organization for personal property tax losses by the Local Community Stabilization Authority.

5. Other Financing Sources consist of the indirect revenues associated with our grant management responsibilities. This line item may fluctuate based on anticipated grant awards but is forecasted to remain flat.

EXPENDITURES

1. Oakland Schools' non-union personnel salary and wage cycle is fiscal year based with regards to step movement and salary schedule increases. The forecast includes a salary/growth rate of 1.3%, which would be indicative of step movement from year to year. The forecast includes a 2% base salary increase for every year of the forecast.

2. The FICA rate is 7.65%. This rate is multiplied by the wage base (social security rate of 6.2% applied to individuals wages up to $176,100 for calendar year 2025) to produce the FICA costs for the year.

3. There are 8 different retirement rates for school district employees, based on their hire date and/or their personal choice for retirement benefits.

   The rates that are effective from October 1, 2024 through September 30, 2025 are:

	Basic/MIP with Premium Subsidy	Pension Plus with Premium Subsidy	Pension Plus PHF	Pension Plus to DC with PHF	Basic/MIP to DC with Premium Subsidy	Basic/MIP to DC with PHF	Basic/MIP with PHF	Pension Plus 2
Rate Chgd on Reported Payroll	31.36%	27.52%	26.27%	20.96%	22.21%	20.96%	30.11%	27.16%
MPSERS UAAL Stabilization Rate	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%
Subtotal	41.94%	38.10%	36.85%	31.54%	32.79%	31.54%	40.69%	37.74%
DC Employer Mandatory	0.00%	0.00%	0.00%	4.00%	4.00%	4.00%	0.00%	0.00%
DC Employer Match	0.00%	1.00%	1.00%	3.00%	3.00%	3.00%	0.00%	1.00%
Personal Healthcare Fund (PHF)	0.00%	0.00%	2.00%	2.00%	0.00%	2.00%	2.00%	2.00%
Total Rate Charged	**41.94%**	**39.10%**	**39.85%**	**40.54%**	**39.79%**	**40.54%**	**42.69%**	**40.74%**

   The forecasted rates for October 1, 2025 through September 30, 2026 contained in the Governor's proposed FY25 budget are:

	Basic/MIP with Premium Subsidy	Pension Plus with Premium Subsidy	Pension Plus PHF	Pension Plus to DC with PHF	Basic/MIP to DC with Premium Subsidy	Basic/MIP to DC with PHF	Basic/MIP with PHF	Pension Plus 2
Rate Chgd on Reported Payroll	29.91%	25.17%	21.34%	15.21%	19.04%	15.21%	26.08%	21.41%
MPSERS UAAL Stabilization Rate	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%
Subtotal	44.93%	40.19%	36.36%	30.23%	34.06%	30.23%	41.10%	36.43%
DC Employer Mandatory	0.00%	0.00%	0.00%	4.00%	4.00%	4.00%	0.00%	0.00%
DC Employer Match	0.00%	1.00%	1.00%	3.00%	3.00%	3.00%	0.00%	1.00%
Personal Healthcare Fund (PHF)	0.00%	0.00%	2.00%	2.00%	0.00%	2.00%	2.00%	2.00%
Total Rate Charged	**44.93%**	**41.19%**	**39.36%**	**39.23%**	**41.06%**	**39.23%**	**43.10%**	**39.43%**

   In order to project a budgeted rate overall for Oakland Schools for 2025-26, an analysis of how many employees we have on each of these plans was studied. A blended rate, exclusive of UAAL, for budgeting retirement costs for 2025-26 has been established at 28.56%. The blended rate exclusive of UAAL has been projected for the duration of the five-year forecast at a 1.0% rate of increase annually.

4. The district provides health insurance to employees, adopting the "hard cap" on the dollar limits the district may pay for health insurance due to legislative mandates and district implementation choice. Future increases to the employer hard cap limits are subject to the medical consumer price index, which the district has no jurisdiction over. The forecast assumes an annual growth rate of 4.0% in the medical CPI for all five years of the forecast.

5. Purchased services accounts are forecasted to increase 2% for all years of the forecast due to inflation.

6. Supply and material budgets as well as dues and fees are projected to grow by 2-3% for the duration of the forecast.

7. Capital outlay costs are budgeted to stay flat at $113,400 annually for the entire forecast.

   The Capital Outlay budget agrees to the 5-Year Capital Outlay Plan that is being presented to the School Board for first reading on April 1, 2025.

8. The SEF distributes Public Act-18 funds to local districts to support new program start-up costs, extraordinary cost reimbursement and distributions calculated through the PA-18 funding distribution model ("LEA base distribution"). The largest component of funds distributed is the LEA base distribution. The start-up and extraordinary cost budgets, along with other budgets for assistive technology capital to be made available to the districts, along with other special education appropriations is included in LEA support in the forecasts.

   The LEA base distribution amounts projected are as follows:

2026-27	$188,623,200
2027-28	$192,979,500
2028-29	$197,470,200
2029-30	$202,113,600
2030-31	$206,953,100

9. The property tax abatement budget is set at .25% of budgeted annual property tax revenue for all years of this forecast.

FUND BALANCE

The Fund Balance Target protocol per Oakland Schools Board policy is 5%-10% of expenditures. The Oakland Schools Board of Education has determined that during these past several years of economic difficulties for our constituent districts, we would budget for a 5% restricted fund balance. The forecast shows an estimated Restricted – Special Education fund balance of the following levels:

2026-27	$1.2 million	5.0%
2027-28	$1.2 million	5.0%
2028-29	$1.3 million	5.0%
2029-30	$1.3 million	5.0%
2030-31	$1.4 million	5.0%

The PA 18 distribution to local districts is adjusted to ensure that the fund only retains a fund balance of approximately 5% and therefore maximizes the amounts available to be distributed to the LEA's.

OAKLAND SCHOOLS SPECIAL EDUCATION FUND
REVENUE AND EXPENDITURE BUDGET
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
FUND EQUITY, BEG OF YEAR					
Non-Spendable for Prepaids, Inventory, & Deposits	29,800	41,800	41,800		0.00%
Restricted for Future SE Ctr Facility Renovations	15,496,126	20,000,000	20,000,000		0.00%
Restricted - Special Education	4,772,925	6,660,400	1,155,900		-82.65%
TOTAL FUND EQUITY, BEG OF YEAR	20,298,851	26,702,200	21,197,700		-20.61%
REVENUE:					
LOCAL SOURCES					
Property Taxes	177,451,705	189,424,900	196,433,600	A	3.70%
Interest on Investments	4,284,532	3,670,800	3,136,700	B	-14.55%
Workshop Fees	39,862	50,000	50,000		0.00%
Miscellaneous & Other	35,696	20,000	20,000		0.00%
TOTAL LOCAL SOURCES	181,811,795	193,165,700	199,640,300		3.35%
STATE SOURCES					
Special Ed Sec 51a	3,554,563	4,622,600	4,622,600		0.00%
MSD/B Deduct (Net) 51a.1	(293,652)	(371,200)	(371,200)		0.00%
Special Ed Sec 51e Foundation Payments	84,550	86,500	86,500		0.00%
State Payment in Lieu of Taxes	1,955,390	2,077,400	2,077,400		0.00%
Section 147a(2) MPSERS Normal Cost Offset	449,354	488,500	488,500		0.00%
Section 147a(3) MPSERS Cost Offset ISDs & Districts	117,548	112,800	-	C	-100.00%
Section 147a(4) MPSERS Cost Offset - Reduced UAAL	-	597,400	-	C	-100.00%
Section 147c(1) MPSERS UAAL Rate Stabilization	2,006,417	1,098,800	1,712,600	D	55.86%
Section 147c(2) MPSERS One Time Deposit	-	249,800	-	C	-100.00%
Section 147e MPSERS Employer DC Match	47,866	53,800	53,800		0.00%
Section 147f MPSERS UAAL Rate Reimb	52,234	-	-		0.00%
Section 147g MPSERS 3% Healthcare Reimbursement	-	223,800	-	C	-100.00%
MPSERS DC Credit	11,318	18,500	18,500		0.00%
Section 26.a Renaissance Zone	20,767	20,300	20,300		0.00%
Section 26d Brownfield Redevelopment Reimbursement	608,355	608,400	608,400		0.00%
School for Deaf/Blind 54	169,486	149,000	149,000		0.00%
TOTAL STATE SOURCES	8,784,196	10,036,400	9,466,400		-5.68%
OTHER FINANCING SOURCES					
Indirect Revenue	301,958	250,000	250,000		0.00%
Subscription - Based IT Arrangements	85,146	-	-		0.00%
TOTAL OTHER FINANCING SOURCES	387,104	250,000	250,000		0.00%
TOTAL REVENUE	190,983,095	203,452,100	209,356,700		2.90%
TOTAL REVENUE AND BEGINNING FUND BALANCE	211,281,946	230,154,300	230,554,400		0.17%
EXPENDITURE SUMMARY:					
Oakland Schools - Program Supervision & Direction	2,266,327	2,718,400	2,724,700		0.23%
Oakland Schools - Program Operations	11,113,578	11,956,600	12,053,400		0.81%
Oakland Schools - Plant & Fixed Charges	7,009,891	8,443,800	8,260,000		-2.18%
PA-18 Distribution	159,302,159	173,556,600	183,872,500		5.94%
PA-18 Additional Distribution	3,800,000	9,831,200	-		-100.00%
LEA Transfers and Program Subsidies	1,087,806	2,450,000	2,450,000		0.00%
TOTAL EXPENDITURES	184,579,761	208,956,600	209,360,600		0.19%
Operating Surplus/(Deficit)	6,403,334	(5,504,500)	(3,900)		-99.93%
FUND EQUITY, END OF YEAR					
Non-Spendable for Prepaids, Inventory, & Deposits	41,729	41,800	41,800		0.00%
Restricted for Future SE Ctr Facility Renovations	20,000,000	20,000,000	20,000,000		0.00%
Restricted - Special Education	6,660,456	1,155,900	1,152,000		-0.34%
TOTAL FUND EQUITY, END OF YEAR	26,702,185	21,197,700	21,193,800		-0.02%
TOTAL EXPEND AND ENDING BALANCE:	211,281,946	230,154,300	230,554,400		0.17%

OAKLAND SCHOOLS SPECIAL EDUCATION FUND
EXPENDITURE BUDGET SUMMARY
FISCAL YEAR 2025-26

		FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
Oakland Schools - Program Supervision & Direction						
071	Compliance Support - Supv & Direction - 226	235,104	242,400	251,200		3.63%
073	Capacity Building - Supv & Direction - 226	605,201	732,500	659,300		-9.99%
074	Student Services - Supv & Direction - 226	503,185	560,900	581,000		3.58%
075	Executive Director - Supv & Direction - 226	668,701	922,500	961,100		4.18%
076	Assistive Material Center - Supv & Direction - 226	254,136	260,100	272,100		4.61%
	GROUP TOTAL	2,266,327	2,718,400	2,724,700		0.23%
Oakland Schools - Program Operations						
018	Special Education Workshops	186,044	164,800	187,800		13.96%
071	Compliance Support - Support Svcs - 281	923,238	935,600	945,000		1.00%
073	Capacity Building - Psychological Services - 214	655,404	700,300	686,000		-2.04%
073	Capacity Building - Speech & Audiology - 215	384,207	409,100	418,400		2.27%
073	Capacity Building - Social Work - 216	213,458	227,500	228,900		0.62%
073	Capacity Building - Teacher Consultant - 218	1,183,168	1,245,100	1,271,100		2.09%
073	Capacity Building - Pupil Support - 219	1,402,327	1,475,400	1,589,400	E	7.73%
074	Student Services - Audiologists - 215	776,863	788,000	820,000		4.06%
074	Student Services - Orient Mobility - 217	621,873	651,300	644,100		-1.11%
074	Student Services - Teacher Consultant - 218	3,886,735	4,256,900	4,231,200		-0.60%
075	Executive Director - Support Services - 28x	324	-	-		0.00%
076	Assistive Material Center - 219	879,937	1,102,600	1,031,500		-6.45%
	GROUP TOTAL	11,113,578	11,956,600	12,053,400		0.81%
Oakland Schools - Plant & Fixed Charges						
011	Property Tax Adjustments & Fees	363,644	618,700	638,500		3.20%
091	Plant & Fixed Charges - Facility Operations	179,877	208,200	222,500		6.87%
092	Plant & Fixed Charges - Telephone	49,908	61,000	61,000		0.00%
093	Facility Operations - Summit Place North	270,149	355,300	337,400		-5.04%
094	Plant & Fixed Charges - Capital Outlay	184,130	234,300	50,000	F	-78.66%
095	Operating Transfers Out	115,100	213,300	115,100	G	-46.04%
	General Allocation	5,847,083	6,753,000	6,835,500		1.22%
	GROUP TOTAL	7,009,891	8,443,800	8,260,000		-2.18%
PA-18 Distribution						
078	PA 18 Base Distribution	159,302,159	173,556,600	183,872,500	H	5.94%
078	PA 18 Additional Distribution	3,800,000	9,831,200	-	I	-100.00%
	GROUP TOTAL	163,102,159	183,387,800	183,872,500		0.26%
LEA Transfers & Program Subsidies						
078	LEA Transfers & Program Subsidies	1,087,806	2,450,000	2,450,000		0.00%
	SPECIAL EDUCATION FUND TOTAL	184,579,761	208,956,600	209,360,600		0.19%

OAKLAND SCHOOLS SPECIAL EDUCATION FUND BUDGET
FOOTNOTES
FISCAL YEAR 2025-2026
FOOTNOTES - Highlighting line items that are +/-25% and/or +/-$100K from last year

A The 3.7% increase in Property Tax revenue reflects the tax base growth and its impact on the district's property tax revenues as forecasted by the Oakland County Equalization Department.

B The decrease in Interest on Investments is a conservative projection due to forecasted economic uncertainties.

C 2025-26 funding for certain State Aid categoricals is eliminated or uncertain and therefore not included in the proposed budget.

D The MPSERS Unfunded Actuarial Accrued Liability (UAAL) rate is projected to increase from 10.58% in 2024-25 to 15.02% in 2025-26.

E A .5 FTE Inclusive Practices Consultant new position is added in 2025-26.

F 2024-25 budgets included additional capital outlay for staff devices due to the sunsetting of Windows 10.

G 2024-25 Operating Transfers included additional transfers for debt service.

H The PA-18 base distribution increase is a result of property tax revenue growth, offset by changes in the OS operational accounts contained in this budget.

I The decrease in the PA-18 Additional Distribution reflects the one time additional distribution in 2024-25 to align with the Special Education fund balance protocol which distributes additional funds in excess of a 5% fund balance to the LEAs upon completion of the annual audit. Any additional distribution available for 2025-26 will be determined upon completion of the FY25 audit.

Oakland Schools

Annual Budgeting Amendment Report

As of 3/17/2025

Function	Location Description		FY2025 Amendment	FY2026
Type: 4 **Revenue**				
Fund: 200 Special Education Fund				
Function: 000 **Not Applicable**				
Function: 000	**Not Applicable**	**Total:**	**203,452,100.00**	**209,356,700.00**
Fund: 200	**Special Education Fund**	**Total:**	**203,452,100.00**	**209,356,700.00**
Type: 4	**Revenue**	**Total:**	**203,452,100.00**	**209,356,700.00**
Type: 5 **Expense**				
Fund: 200 Special Education Fund				
Function: 122 **Special Education**				
Function: 122	**Special Education**	**Total:**	**1,500,000.00**	**1,500,000.00**
Function: 211 **Truancy/Absenteeism Services**				
Function: 211	**Truancy/Absenteeism Services**	**Total:**	**143,600.00**	**135,300.00**
Function: 213 **Health Services**				
Function: 213	**Health Services**	**Total:**	**100,000.00**	**100,000.00**
Function: 214 **Psychological Services**				
Function: 214	**Psychological Services**	**Total:**	**1,050,300.00**	**1,036,000.00**
Function: 215 **Speech Path & Audiology**				
Function: 215	**Speech Path & Audiology**	**Total:**	**1,197,100.00**	**1,238,400.00**
Function: 216 **Social Work Services**				
Function: 216	**Social Work Services**	**Total:**	**227,500.00**	**228,900.00**
Function: 217 **Visual Aid Services**				
Function: 217	**Visual Aid Services**	**Total:**	**771,300.00**	**764,100.00**
Function: 218 **Teacher Consultant**				
Function: 218	**Teacher Consultant**	**Total:**	**5,502,000.00**	**5,502,300.00**
Function: 219 **Othr Pupil Support Svc**				
Function: 219	**Othr Pupil Support Svc**	**Total:**	**2,758,000.00**	**2,800,900.00**
Function: 221 **Improve of Instruction**				
Function: 221	**Improve of Instruction**	**Total:**	**744,000.00**	**696,400.00**
Function: 225 **Technology Assisted Instructn**				
Function: 225	**Technology Assisted Instructn**	**Total:**	**0.00**	**34,600.00**
Function: 226 **Supv/Dir Instr Staff**				
Function: 226	**Supv/Dir Instr Staff**	**Total:**	**2,750,400.00**	**2,758,300.00**
Function: 231 **Board of Education**				
Function: 231	**Board of Education**	**Total:**	**103,400.00**	**106,800.00**
Function: 232 **Exec Administration**				
Function: 232	**Exec Administration**	**Total:**	**829,400.00**	**863,100.00**
Function: 252 **Fiscal Services**				
Function: 252	**Fiscal Services**	**Total:**	**652,200.00**	**660,600.00**
Function: 257 **Internal Services**				
Function: 257	**Internal Services**	**Total:**	**173,800.00**	**165,100.00**
Function: 259 **Oth Business Svcs**				
Function: 259	**Oth Business Svcs**	**Total:**	**627,300.00**	**647,100.00**
Function: 261 **Oper Bldg Svcs**				
Function: 261	**Oper Bldg Svcs**	**Total:**	**471,700.00**	**488,900.00**
Function: 266 **Security Services**				
Function: 266	**Security Services**	**Total:**	**13,300.00**	**13,600.00**
Function: 271 **Pupil Transportation Services**				

Oakland Schools

Annual Budgeting Amendment Report

As of 3/17/2025

Function	Location	Location Description		FY2025 Amendment	FY2026
Function: 271		Pupil Transportation Services	Total:	67,600.00	71,400.00
Function: 281		Plan, Research, Dev and Eval			
Function: 281		Plan, Research, Dev and Eval	Total:	1,132,000.00	1,145,600.00
Function: 282		Communication Services			
Function: 282		Communication Services	Total:	276,900.00	278,800.00
Function: 283		Staff/Personnel Svcs			
Function: 283		Staff/Personnel Svcs	Total:	442,700.00	519,100.00
Function: 284		Support Svcs Tech			
Function: 284		Support Svcs Tech	Total:	2,979,600.00	2,777,500.00
Function: 285		Pupil Accounting			
Function: 285		Pupil Accounting	Total:	199,400.00	183,600.00
Function: 289		Other Central Services			
Function: 289		Other Central Services	Total:	47,300.00	51,100.00
Function: 299		Other Support Services			
Function: 299		Other Support Services	Total:	379,200.00	389,400.00
Function: 411		Pymt to K12 Public W/In St			
Function: 411		Pymt to K12 Public W/In St	Total:	183,387,800.00	183,872,500.00
Function: 511		Debt Svc LT-Principal			
Function: 511		Debt Svc LT-Principal	Total:	215,500.00	216,100.00
Function: 627		Fund Mod-Co-op Activity			
Function: 627		Fund Mod-Co-op Activity	Total:	19,100.00	19,100.00
Function: 634		Fund Mod-QSCB Defeasement			
Function: 634		Fund Mod-QSCB Defeasement	Total:	98,200.00	0.00
Function: 647		Fund Mod-CP Adm Bldg Reno			
Function: 647		Fund Mod-CP Adm Bldg Reno	Total:	96,000.00	96,000.00
Fund: 200		Special Education Fund	Total:	208,956,600.00	209,360,600.00
Type: 5		Expense	Total:	208,956,600.00	209,360,600.00

End of Report

Oakland Schools
Annual Budgeting Amendment Report
As of 3/20/2025

Location	Location Description		FY2025 Amendment	FY2026
Type: 4 **Revenue**				
Fund: 200 Special Education Fund				
Location: 000	**None**	**Total:**	**203,402,100.00**	**209,306,700.00**
Location: 013	**Event Management Operations**	**Total:**	**50,000.00**	**50,000.00**
Fund: 200	**Special Education Fund**	**Total:**	**203,452,100.00**	**209,356,700.00**
Type: 4	**Revenue**	**Total:**	**203,452,100.00**	**209,356,700.00**
Type: 5 **Expense**				
Fund: 200 Special Education Fund				
Location: 001	**Office Of The Superintendent**	**Total:**	**203,500.00**	**224,500.00**
Location: 002	**Deputy Supt-Education Services**	**Total:**	**170,300.00**	**159,400.00**
Location: 003	**Asst Supt-Finance & Operations**	**Total:**	**90,900.00**	**94,000.00**
Location: 006	**LEA & Administration Support**	**Total:**	**32,900.00**	**32,800.00**
Location: 007	**Specialized Student Support**	**Total:**	**0.00**	**0.00**
Location: 011	**Financial Services**	**Total:**	**1,090,700.00**	**1,115,600.00**
Location: 013	**Event Management Operations**	**Total:**	**214,400.00**	**201,600.00**
Location: 014	**Government & Community Svcs**	**Total:**	**179,000.00**	**185,200.00**
Location: 018	**Event Management-Workshops**	**Total:**	**164,800.00**	**187,800.00**
Location: 028	**Tech Services-Licensing**	**Total:**	**426,300.00**	**421,200.00**
Location: 029	**Tech Services Administration**	**Total:**	**110,900.00**	**82,200.00**
Location: 030	**Technical Support Services**	**Total:**	**342,400.00**	**344,900.00**
Location: 032	**Application Services**	**Total:**	**1,117,600.00**	**1,141,600.00**
Location: 033	**Enterprise Tech Services**	**Total:**	**731,800.00**	**744,200.00**
Location: 038	**Legal Affairs**	**Total:**	**238,700.00**	**253,100.00**
Location: 039	**Records Management**	**Total:**	**3,600.00**	**7,400.00**
Location: 040	**Auxiliary Services Admin**	**Total:**	**98,800.00**	**99,700.00**
Location: 041	**Facilities Management**	**Total:**	**137,800.00**	**136,400.00**
Location: 042	**Ofc of Procurement & Contracts**	**Total:**	**197,700.00**	**204,400.00**
Location: 044	**Corporate & District Services**	**Total:**	**343,000.00**	**318,900.00**
Location: 045	**Pupil Transportation**	**Total:**	**67,600.00**	**71,400.00**
Location: 047	**Shipping & Receiving**	**Total:**	**76,500.00**	**66,900.00**
Location: 049	**Communications Services**	**Total:**	**282,200.00**	**284,300.00**
Location: 071	**SE Compliance**	**Total:**	**1,178,000.00**	**1,196,200.00**
Location: 073	**Special Pops Capacity Building**	**Total:**	**4,789,900.00**	**4,853,100.00**
Location: 074	**Student Svcs for Low Incidence**	**Total:**	**6,257,100.00**	**6,276,300.00**
Location: 075	**Compliance Supervision/Support**	**Total:**	**922,500.00**	**961,100.00**
Location: 076	**Materials Center**	**Total:**	**1,362,700.00**	**1,303,600.00**
Location: 078	**Program Subsidies-Special Ed**	**Total:**	**185,837,800.00**	**186,322,500.00**
Location: 081	**School Culture and Climate**	**Total:**	**363,300.00**	**308,700.00**
Location: 083	**Human Resources**	**Total:**	**442,700.00**	**519,100.00**
Location: 085	**Instruction & Pedagogy**	**Total:**	**32,000.00**	**68,200.00**
Location: 086	**Research/Evaluation & Assess**	**Total:**	**194,400.00**	**198,600.00**
Location: 087	**Curriculum & Assessment**	**Total:**	**159,300.00**	**164,700.00**
Location: 089	**Leadership & School Improvemnt**	**Total:**	**23,400.00**	**25,000.00**
Location: 091	**Plant & Fixed-Plant Operations**	**Total:**	**208,200.00**	**222,500.00**
Location: 092	**Plant & Fixed-Telephone**	**Total:**	**61,000.00**	**61,000.00**
Location: 093	**Plant & Fixed-Plant Ops Summit**	**Total:**	**355,300.00**	**337,400.00**
Location: 094	**Plant & Fixed-Capital Outlay**	**Total:**	**234,300.00**	**50,000.00**
Location: 095	**Transfers Out**	**Total:**	**213,300.00**	**115,100.00**
Fund: 200	**Special Education Fund**	**Total:**	**208,956,600.00**	**209,360,600.00**

Oakland Schools

Annual Budgeting Amendment Report

As of 3/20/2025

Location	Location Description		FY2025 Amendment	FY2026
Type:	5	Expense Total:	208,956,600.00	209,360,600.00

End of Report

OAKLAND SCHOOLS SPECIAL EDUCATION
FUNDED PROJECTS/GRANTS
REVENUE AND EXPENDITURE BUDGET
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	FY to FY % CHANGE
FUND 205				
FUND EQUITY, BEGINNING OF YEAR				
Non-Spendable for Prepaids, Inventory, & Deposits	21,713	30,000	30,000	0.00%
Unassigned	(28,840)	(206,500)	(206,500)	0.00%
TOTAL FUND EQUITY, BEGINNING OF YEAR	(7,127)	(176,500)	(176,500)	0.00%
OPERATING REVENUE				
Local & Other	-	50,000	-	-100.00%
State Sources	2,260,594	2,850,000	2,700,000	-5.26%
Federal Sources	56,350,754	58,045,800	57,455,000	-1.02%
TOTAL REVENUE	58,611,348	60,945,800	60,155,000	-1.30%
TOTAL REVENUE AND BEG BALANCE	58,604,221	60,769,300	59,978,500	-1.30%
EXPENDITURES				
Support Services Pupil - 210	3,918,903	5,011,100	4,770,000	-4.81%
Support Services Instructional Staff - 220	716,508	1,000,000	622,000	-37.80%
Support Services Central - 280	783,458	909,100	835,000	-8.15%
Community Activities - 330	-	1,000	-	-100.00%
Non-Public Shool Pupils - 370	805,872	2,845,000	2,842,000	-0.11%
Payments to Other Public Schools - 410	52,270,348	50,781,800	50,756,000	-0.05%
Fund Modifications (Other Operating Transfers Out) - 610	285,658	397,800	330,000	-17.04%
TOTAL EXPENDITURES	58,780,747	60,945,800	60,155,000	-1.30%
FUND EQUITY, END OF YEAR				
Non-Spendable for Prepaids, Inventory, & Deposits	29,959	30,000	30,000	0.00%
Unassigned	(206,485)	(206,500)	(206,500)	0.00%
TOTAL FUND EQUITY, END OF YEAR	(176,526)	(176,500)	(176,500)	0.00%
TOTAL EXPEND AND ENDING BALANCE	58,604,221	60,769,300	59,978,500	-1.30%

OAKLAND SCHOOLS
SPECIAL EDUCATION FUND
5-YEAR FORECAST

	Actuals 2023-24	Amend 2 2024-25	Proposed 2025-26	Projection 2026-27	Projection 2027-28	Projection 2028-29	Projection 2029-30	Projection 2030-31
REVENUES:								
Local Revenues:								
Property tax revenue	177,451,705	189,424,900	196,433,600	202,326,600	207,587,100	212,984,400	218,522,000	224,203,600
Investment revenue	4,284,532	3,670,800	3,136,700	2,850,000	2,700,000	2,580,000	2,500,000	2,500,000
Fee based service revenues	75,559	70,000	70,000	70,000	70,000	70,000	70,000	70,000
State Revenues	6,828,805	7,959,000	7,389,000	7,483,200	7,542,800	7,604,500	7,668,200	7,734,000
State Pmt in Lieu of Taxes	1,955,390	2,077,400	2,077,400	2,077,400	2,077,400	2,077,400	2,077,400	2,077,400
Other Financing Sources	387,104	250,000	250,000	250,000	250,000	250,000	250,000	250,000
TOTAL REVENUES	190,983,095	203,452,100	209,356,700	215,057,200	220,227,300	225,566,300	231,087,600	236,835,000
EXPENDITURES:								
Salaries/wages	10,381,249	11,428,200	11,655,800	12,040,400	12,437,700	12,848,100	13,272,100	13,710,100
Employee Benefits:								
FICA insurance	751,721	851,900	863,700	921,100	951,500	982,900	1,015,300	1,048,800
MPSERS retirement program costs	3,103,854	3,477,300	3,310,400	3,473,100	3,623,600	3,780,600	3,944,400	4,115,300
MPSERS Sec 147c & 147g	1,885,342	1,524,700	1,714,300	1,808,500	1,868,100	1,929,800	1,993,500	2,059,300
Healthcare insurance	1,434,591	1,674,500	1,608,600	1,672,900	1,739,800	1,809,400	1,881,800	1,957,100
Other employee insurances	377,749	452,400	448,100	470,500	494,000	518,700	544,600	571,800
Purchase Services	1,050,442	1,796,400	1,817,700	1,868,054	1,919,415	1,971,803	2,025,239	2,079,744
Supplies and Materials	223,446	314,500	299,100	308,100	317,300	326,800	336,600	346,700
Utilities	110,201	157,000	159,400	165,800	172,400	179,300	186,500	194,000
Capital Outlay	349,353	291,900	88,100	113,400	113,400	113,400	113,400	113,400
Dues/Fees/Leases	402,539	465,400	466,700	476,034	485,555	495,266	505,171	515,275
Property tax abatement & delinquency WO	219,000	471,300	491,100	505,800	519,000	532,500	546,300	560,500
Operating Transfers - LEA base distribution	159,302,159	173,556,600	183,872,500	188,623,200	192,979,500	197,470,200	202,113,600	206,953,100
Operating Transfers - LEA add'l distribution	3,800,000	9,831,200	-	-	-	-	-	-
Operating Transfers - LEA support	1,073,015	2,450,000	2,450,000	2,450,000	2,450,000	2,450,000	2,450,000	2,450,000
Operating Transfer Out - SRF	19,100	19,100	19,100	19,100	19,100	19,100	19,100	19,100
Operating Transfer Out - QSCB	-	98,200	-	-	-	-	-	-
Operating Transfer Out - CP FUND 406:	96,000	96,000	96,000	96,000	96,000	96,000	96,000	96,000
TOTAL EXPENDITURES	184,579,761	208,956,600	209,360,600	215,011,988	220,186,370	225,523,869	231,043,611	236,790,219
OPERATING EXCESS (DEFICIT):	6,403,334	(5,504,500)	(3,900)	45,212	40,930	42,431	43,989	44,781

OAKLAND SCHOOLS
SPECIAL EDUCATION FUND
5-YEAR FORECAST

	Actuals 2023-24	Amend 2 2024-25	Proposed 2025-26	Projection 2026-27	Projection 2027-28	Projection 2028-29	Projection 2029-30	Projection 2030-31
FUND BALANCES:								
Beginning of Year:	20,298,851	26,702,200	21,197,700	21,193,800	21,239,012	21,279,942	21,322,373	21,366,363
Restricted-SE Ctr Renovation	15,496,126	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000
Nonspendable	29,800	41,800	41,800	41,800	41,800	41,800	41,800	41,800
Restricted-Special Education	4,772,925	6,660,400	1,155,900	1,152,000	1,197,212	1,238,142	1,280,573	1,324,563
End of Year:	26,702,185	21,197,700	21,193,800	21,239,012	21,279,942	21,322,373	21,366,363	21,411,144
Restricted-SE Ctr Renovation	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000
Nonspendable	41,729	41,800	41,800	41,800	41,800	41,800	41,800	41,800
Restricted-Special Education	6,660,456	1,155,900	1,152,000	1,197,212	1,238,142	1,280,573	1,324,563	1,369,344
End of Year Restricted FB as % of Exp net of LEA Transfers	32.6%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%

OAKLAND SCHOOLS
SPECIAL EDUCATION FUND
5-YEAR FORECAST

	Actuals 2023-24	Amend 2 2024-25	Proposed 2025-26	Projection 2026-27	Projection 2027-28	Projection 2028-29	Projection 2029-30	Projection 2030-31
REVENUES:								
Local Revenues:								
Property tax revenue	177,451,705	189,424,900	196,433,600	202,326,600	207,587,100	212,984,400	218,522,000	224,203,600
Investment revenue	4,284,532	3,670,800	3,136,700	2,850,000	2,700,000	2,580,000	2,500,000	2,500,000
Fee based service revenues	75,559	70,000	70,000	70,000	70,000	70,000	70,000	70,000
State Revenues	6,828,805	7,959,000	7,389,000	7,483,200	7,542,800	7,604,500	7,668,200	7,734,000
State Pmt in Lieu of Taxes	1,955,390	2,077,400	2,077,400	2,077,400	2,077,400	2,077,400	2,077,400	2,077,400
Other Financing Sources	387,104	250,000	250,000	250,000	250,000	250,000	250,000	250,000
TOTAL REVENUES	190,983,095	203,452,100	209,356,700	215,057,200	220,227,300	225,566,300	231,087,600	236,835,000
EXPENDITURES:								
Salaries/wages	10,381,249	11,428,200	11,655,800	12,040,400	12,437,700	12,848,100	13,272,100	13,710,100
Employee Benefits:								
FICA insurance	751,721	851,900	863,700	921,100	951,500	982,900	1,015,300	1,048,800
MPSERS retirement program costs	3,103,854	3,477,300	3,310,400	3,473,100	3,623,600	3,780,600	3,944,400	4,115,300
MPSERS Sec 147c & 147g	1,885,342	1,524,700	1,714,300	1,808,500	1,868,100	1,929,800	1,993,500	2,059,300
Healthcare insurance	1,434,591	1,674,500	1,608,600	1,672,900	1,739,800	1,809,400	1,881,800	1,957,100
Other employee insurances	377,749	452,400	448,100	470,500	494,000	518,700	544,600	571,800
Purchase Services	1,050,442	1,796,400	1,817,700	1,868,054	1,919,415	1,971,803	2,025,239	2,079,744
Supplies and Materials	223,446	314,500	299,100	308,100	317,300	326,800	336,600	346,700
Utilities	110,201	157,000	159,400	165,800	172,400	179,300	186,500	194,000
Capital Outlay	349,353	291,900	88,100	113,400	113,400	113,400	113,400	113,400
Dues/Fees/Leases	402,539	465,400	466,700	476,034	485,555	495,266	505,171	515,275
Property tax abatement & delinquency WO	219,000	471,300	491,100	505,800	519,000	532,500	546,300	560,500
Operating Transfers - LEA base distribution	159,302,159	173,556,600	183,872,500	188,623,200	192,979,500	197,470,200	202,113,600	206,953,100
Operating Transfers - LEA add'l distribution	3,800,000	9,831,200	-	-	-	-	-	-
Operating Transfers - LEA support	1,073,015	2,450,000	2,450,000	2,450,000	2,450,000	2,450,000	2,450,000	2,450,000
Operating Transfer Out - SRF	19,100	19,100	19,100	19,100	19,100	19,100	19,100	19,100
Operating Transfer Out - QSCB	-	98,200	-	-	-	-	-	-
Operating Transfer Out - CP FUND 406:	96,000	96,000	96,000	96,000	96,000	96,000	96,000	96,000
TOTAL EXPENDITURES	184,579,761	208,956,600	209,360,600	215,011,988	220,186,370	225,523,869	231,043,611	236,790,219
OPERATING EXCESS (DEFICIT):	6,403,334	(5,504,500)	(3,900)	45,212	40,930	42,431	43,989	44,781

OAKLAND SCHOOLS
SPECIAL EDUCATION FUND
5-YEAR FORECAST

	Actuals 2023-24	Amend 2 2024-25	Proposed 2025-26	Projection 2026-27	Projection 2027-28	Projection 2028-29	Projection 2029-30	Projection 2030-31
FUND BALANCES:								
Beginning of Year:	20,298,851	26,702,200	21,197,700	21,193,800	21,239,012	21,279,942	21,322,373	21,366,363
Restricted-SE Ctr Renovation	15,496,126	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000
Nonspendable	29,800	41,800	41,800	41,800	41,800	41,800	41,800	41,800
Restricted-Special Education	4,772,925	6,660,400	1,155,900	1,152,000	1,197,212	1,238,142	1,280,573	1,324,563
End of Year:	26,702,185	21,197,700	21,193,800	21,239,012	21,279,942	21,322,373	21,366,363	21,411,144
Restricted-SE Ctr Renovation	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000	20,000,000
Nonspendable	41,729	41,800	41,800	41,800	41,800	41,800	41,800	41,800
Restricted-Special Education	6,660,456	1,155,900	1,152,000	1,197,212	1,238,142	1,280,573	1,324,563	1,369,344
End of Year Restricted FB as % of Exp net of LE Transfers	32.6%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%

Career Focused Education Fund
Original Budget and Five-Year Forecast

Fiscal Year 2025-26

CAREER FOCUSED EDUCATION FUND SPECIFIC ANALYSIS

FUND OVERVIEW

The Oakland Schools Career Focused Education Fund is projected to have a FY 2025-26 year-end restricted fund balance (at the time of this printing) of $4,618,000. Anticipated ending fund balances for FY 2024-25 and 2025-26 are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Non-Spendable - Prepaids	$ 29,100	$ 29,100
Restricted	4,862,300	4,618,000
Total Budgeted Ending Fund Balance	$ 4,891,400	$ 4,647,100

FY 2025-26 revenue is projected to be $55.8 million:

- Property taxes - $48.0 million (86% of total revenue)
- Other local revenues - $1.5 million
- State Source revenues - $6.3 million
- Other Financing Source revenues - <$ 0.1 million

FY 2025-26 expenditures are projected to be $56.1 million:

- Campus Operations - $25.1 million
- District & Campus Support Operations - $4.5 million
- LEA Transfers & Program Subsidies - $6.3 million
- Plant & Fixed Charges - $20.2 million

In compliance with Public Act 451 of 1976, MCL section 380.684, as amended by Public Act 45 of 2007, the following career and technical education programs are operated by the ISD and submitted for review in the Career Focused Education Fund Budget:

State Program Code	State Program Name
501	Agriculture, Agricultural Operations and Related Sciences
510	Marketing Sales and Service
523	Cooking and Related Culinary Arts
524	Education General
531	Cosmetology
538	Public Safety/Protective Services
540	Construction Trades
541	Line Worker
548	Cyber Security
549	Collision Repair Technician (NATEF Certified)
550	Automobile Technician (NATEF Certified)
551	Medium & Heavy Truck Technician (NATEF Certified)
562	Graphics and Printing Technology and Communications
564	Machine Tool Technology/Machinist
566	Welding, Brazing, and Soldering
575	Mechatronics
580	Therapeutic Services
595	Computer Programming/Programmer

PROGRAM AND PERSONNEL

The Career Focused Education (CFE) Fund budget provides leadership and support for a countywide K-12 Career Readiness System that guides students in making informed decisions about their career. The purpose of this funding is as follows:

- The CFE fund is directly responsible for operating four Oakland Schools Technical Campuses; promoting continuous improvement through quality initiatives; aligning instruction and curriculum with the Career Pathways and coordinating career development initiatives across Oakland County's 28 public school districts.
- K-12 Career Readiness Unit leads and coordinates career awareness, exploration, and preparation initiatives via direct services and indirect services to the 28 local districts. They oversee state and federal funding in Oakland County for career and technical education in local districts and OSTC campuses. They provide Education Development Plan (EDP) support and other career readiness resources as well. They create and support regional and local career readiness activities, events, and professional learning for students, parents, and educators.
- The CFE fund develops and coordinates models of teaching and learning for Career Technical Education (CTE), and oversees curriculum development, district coordination and accountability, online and electronic learning resources, Career Readiness summer offerings, integration of emerging technologies into career, post-secondary credit opportunities, business and community partnerships, support career and technical student organization competitions (CTSO), work-based learning opportunities, regional advisory committees, staff development, instruction and assessment.

In FY 2025-26 CTE staffing includes a decrease of .3 FTE, consisting of a reduction in part-time employee assistance. Details of other personnel changes can be found in the Enterprise Wide Executive Summary & Budget Assumptions under Staffing Changes.

Revenue

- Property taxes have been budgeted to increase by 3.7% based on our projections and supported by those of the Oakland County Equalization Division.
- Interest revenue is projected to decrease due to the uncertain economic forecast.
- State source revenue is held flat for FY 2025-26 pending a new state aid budget, with the exception of MPERS categorical revenue. The District has adjusted the various MPSERS categoricals based on the most recent information available at the time of printing of this document.
- Other Financing Source revenues, which consist of indirect revenue on grants and funding from Wayne RESA for Section 107 Adult Education compliance and monitoring, are projected to remain consistent from 2024-25 to 2025-26. Indirect revenue is directly correlated to direct grant spending and fluctuates annually based on the timing of expenditures.

Expenditures

- Campus program operations and their budgets have been aligned to meet the enrollment needs and maximize program offerings.
- Salary and benefit budgets were forecasted in fiscal year 2025-26 to reflect a 2.0% across-the-board salary increase for all staff, plus step increases for staff not on the top step of their respective salary schedule. All salary changes for union staff are subject to collective bargaining. The current collective bargaining agreement expires June 30, 2027. Budgets for 2025-26 assume all staff positions are filled for the entire fiscal year with no vacancies, whereas 2024-25 budgets have been adjusted for unfilled positions and vacancies through March 2025.

- Property Tax abatements reflect a budget of .25% of the property tax revenue budget to address the Michigan Tax Tribunal unsettled claims.

Additional variances are included on the footnote pages.

FIVE-YEAR FORECAST OVERVIEW

Following the Career-Focused Education Fund (CFEF) budget, is the CFEF five-year operating forecast model. Significant assumptions utilized in the model are identified below:

REVENUE

1. Property tax revenues drive the revenue budget. Oakland Schools' property tax collection rate has been historically very high and stable. Oakland Schools utilizes projections obtained from Oakland County Equalization to create our taxable value forecasts. Based on the expectation of growth of the real-estate market, offset by the possibility of a Headlee rollback, property taxes are forecasted to increase by the following percentages:
    - 2026-27 3.0%
    - 2027-28 through 2030-31 2.6%

    The District will continue to watch these revenue forecasts for economic impact of the pandemic which could affect both property tax valuations in general along with Michigan Tax Tribunal cases.

2. The investment revenue forecast model uses a formula to generate the expected revenue figures for each fiscal year period based on projected cash flows and expected rate of return. The factors relied upon in this forecast for a reduction in investment income are based on economic uncertainty and the potential for another recession. All investments are managed within the district's investment policy and state law. The current state of economic affairs as of Apil 2025 makes investment income uncertain. The District will continue to monitor investment returns and modify forecasts as deemed necessary on an ongoing basis.

3. Miscellaneous and other revenues are projected to remain flat through the balance of the forecast.

4. State source revenues of $6.3 million in 2025-26 for the Career Focused Education Fund are comprised primarily of Section 61 and MPSERS Sec 147 funds. Section 61 funds are projected to remain flat for the duration of the five-year forecast model. MPSERS 147c(1) revenues within State Revenues are projected to increase correspondingly to the expenditure increase for the same item, as 147c(1) is revenue/expenditure neutral. The final significant component of state source revenues is State Payment in Lieu of Taxes which represents reimbursement to the organization for personal property tax losses by the Local Community Stabilization Authority.

5. Other Financing Sources revenue are projected to remain flat for the duration of the forecast.

EXPENDITURES

1. This fund's forecast utilizes two salary/wage growth rate assumptions. The first rate is representative of the fund's non-union personnel. Oakland Schools' non-union personnel salary and wage cycle is fiscal year based with regards to step movement and salary schedule

increases, when applicable. The forecast includes a salary/growth rate of 1.3%, which would be indicative of step movement from year to year.

The union wage assumption rate is also fiscal year based. The rate is comprised of an average of .93% for step increases as based on the current union contract.

The forecast includes a 2% increase in base wages for every year of the forecast.

2. The FICA rate is 7.65%. This rate is multiplied by the wage base (social security rate of 6.2% applied to individuals wages up to $176,100 for calendar year 2025) to produce the FICA costs for the year.

3. There are 8 different retirement rates for school district employees, based on their hire date and/or their personal choice for retirement benefits.

   The rates that are effective from October 1, 2024 through September 30, 2025 are:

	Basic/MIP with Premium Subsidy	Pension Plus with Premium Subsidy	Pension Plus PHF	Pension Plus to DC with PHF	Basic/MIP to DC with Premium Subsidy	Basic/MIP to DC with PHF	Basic/MIP with PHF	Pension Plus 2
Rate Chgd on Reported Payroll	31.36%	27.52%	26.27%	20.96%	22.21%	20.96%	30.11%	27.16%
MPSERS UAAL Stabilization Rate	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%	10.58%
Subtotal	41.94%	38.10%	36.85%	31.54%	32.79%	31.54%	40.69%	37.74%
DC Employer Mandatory	0.00%	0.00%	0.00%	4.00%	4.00%	4.00%	0.00%	0.00%
DC Employer Match	0.00%	1.00%	1.00%	3.00%	3.00%	3.00%	0.00%	1.00%
Personal Healthcare Fund (PHF)	0.00%	0.00%	2.00%	2.00%	0.00%	2.00%	2.00%	2.00%
Total Rate Charged	**41.94%**	**39.10%**	**39.85%**	**40.54%**	**39.79%**	**40.54%**	**42.69%**	**40.74%**

   The forecasted rates for October 1, 2025 through September 30, 2026 contained in the Governor's proposed FY25 budget are:

	Basic/MIP with Premium Subsidy	Pension Plus with Premium Subsidy	Pension Plus PHF	Pension Plus to DC with PHF	Basic/MIP to DC with Premium Subsidy	Basic/MIP to DC with PHF	Basic/MIP with PHF	Pension Plus 2
Rate Chgd on Reported Payroll	29.91%	25.17%	21.34%	15.21%	19.04%	15.21%	26.08%	21.41%
MPSERS UAAL Stabilization Rate	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%	15.02%
Subtotal	44.93%	40.19%	36.36%	30.23%	34.06%	30.23%	41.10%	36.43%
DC Employer Mandatory	0.00%	0.00%	0.00%	4.00%	4.00%	4.00%	0.00%	0.00%
DC Employer Match	0.00%	1.00%	1.00%	3.00%	3.00%	3.00%	0.00%	1.00%
Personal Healthcare Fund (PHF)	0.00%	0.00%	2.00%	2.00%	0.00%	2.00%	2.00%	2.00%
Total Rate Charged	**44.93%**	**41.19%**	**39.36%**	**39.23%**	**41.06%**	**39.23%**	**43.10%**	**39.43%**

   In order to project a budgeted rate overall for Oakland Schools for 2025-26, an analysis of how many employees we have on each of these plans was studied. A blended rate, exclusive of UAAL, for budgeting retirement costs for 2025-26 has been established at 28.56%. The blended rate exclusive of UAAL has been projected for the duration of the five-year forecast at a 1.0% rate of increase annually.

4. The district provides health insurance to employees, adopting the "hard cap" on the dollar limits the district may pay for health insurance due to legislative mandates and district implementation choice. Future increases to the employer hard cap limits are subject to the medical consumer price index, which the district has no jurisdiction over. The forecast assumes an annual growth rate of 4.0% in the medical CPI for all five years of the forecast.

5. Purchased services accounts are forecasted to increase 2% for all years of the forecast due to inflation and contain other year-to-year adjustments as necessary. In 2023-24, the district received funding for partial reimbursement of a School Resource Officer (SRO) through a Michigan State Police grant, with the balance funded through local revenues. The district has an arrangement with the Oakland County Sheriff's Department to provide one SRO for each of the four technical campuses. Beginning in 2026-27, all SRO's will be 100% funded through local revenues.

6. Supply and material budgets as well as dues and fees are projected to grow by 2-3% for the duration of the forecast.

7. The Capital Outlay budget agrees to the Oakland Schools 5-year Capital Outlay Plan that is being presented to the School Board for first reading on April 1, 2025. Oakland Schools has forecasted $55,000, $75,000 and $20,000 to be expended for instructional capital, I.T. refresh capital and facilities non-instructional capital, respectively for all years of the forecast.

   In addition, there are funds budgeted in the Campus Capital Projects Fund 404 for additional capital outlay needs. Operating transfers are budgeted to be made from the CFE Fund to the Campus Capital Projects Fund for renovation projects currently underway. Additional details can be found in the enterprise-wide executive summary.

8. The Campus Renovations Debt Service obligations are mainly funded by the related Debt Service Fund 311. To the extent possible, some transfers out from the CFEF fund into debt service are established in the forecast. The forecast contains transfers out to debt service of $2.6 - $3.3 million annually from 2026-27 through 2030-31.

   The annual debt service payments are $2.5 million through 2036.

9. The property tax abatement budget is set at .25% of budgeted annual property tax revenue for all years of this forecast.

10. Regional Programs consists of resource allocations designed to meet countywide regional plan priorities. Budgets also include early college/dual enrollment for students attending the Oakland Schools Technical Campuses and costs for students to obtain regional certifications or attend CTE competitions. Total funding for these programs is $4.4 million annually throughout the entire forecast.

11. All years of the forecast include $498,300 for operating costs for the STEM mobile classroom.

12. The Transportation Reimbursement Transfer to LEAs is set at $1.8 million annually throughout the forecast.

FUND BALANCE

The forecast shows an estimated restricted fund balance of the following levels:

2026-27	$4.1 million	7.0%
2027-28	$4.5 million	7.7%
2028-29	$4.5 million	7.6%
2029-30	$6.7 million	11.3%
2030-31	$8.3 million	13.5%

OAKLAND SCHOOLS CAREER FOCUSED EDUCATION FUND
REVENUE AND EXPENDITURE BUDGET
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
FUND EQUITY, BEGINNING OF YEAR					
Non-Spendable for Prepaids, Inventory, & Deposits	27,578	29,100	29,100		0.00%
Restricted - Career Focused Education	6,853,143	8,159,700	4,862,300		-40.41%
TOTAL FUND EQUITY, BEGINNING OF YEAR	6,880,721	8,188,800	4,891,400		-40.27%
REVENUE					
LOCAL SOURCES					
Property Taxes	43,404,281	46,329,100	48,043,300	A	3.70%
Earnings on Investment	1,381,099	1,178,700	1,007,200	B	-14.55%
Early College Tution - District	348,381	348,000	348,000		0.00%
Oakland County Competitive Robotics Assoc.	6,070	6,500	6,500		0.00%
Proceeds from Capital Assets	-	26,000	-	C	-100.00%
Program Revenue	85,440	68,800	68,800		0.00%
Workshop Revenue	6,435	10,000	10,000		0.00%
Miscellaneous Revenue	28,071	10,000	10,000		0.00%
TOTAL LOCAL SOURCES	45,259,777	47,977,100	49,493,800		3.16%
STATE SOURCES					
Voc Ed Sec 61a.1	2,012,102	1,727,500	1,727,500		0.00%
Voc Ed Administration Sec 61a.2	10,920	14,200	14,200		0.00%
CTE Early/Middle College Programs 61b	177,651	199,000	199,000		0.00%
CTE Per Pupil Incentive Sec 61d	21	-	-		0.00%
Section 147a(2) MPSERS Normal Cost Offset	742,134	806,800	806,800		0.00%
Section 147a(3) MPSERS Cost Offset ISDs & Districts	194,137	186,300	-	D	-100.00%
Section 147a(4) MPSERS Cost Offset - Reduced UAAL	-	986,600	-	D	-100.00%
Section 147c(1) MPSERS UAAL Rate Stabilization	3,313,712	1,814,600	2,733,000	E	50.61%
Section 147c(2) MPSERS One Time Deposit	-	412,600	-	D	-100.00%
Section 147e MPSERS Employer DC Match	79,053	88,800	88,800		0.00%
Section 147f MPSERS UAAL Rate Reimb	86,267	-	-		0.00%
Section 147g MPSERS 3% Healthcare Reimbursement	-	311,600	-	D	-100.00%
MPSERS DC Credit	24,655	38,500	38,500		0.00%
Section 26a Renaissance Zone	5,080	4,900	4,900		0.00%
Section 26d Brownfield Redevelopment Reimbursement	148,802	148,800	148,800		0.00%
State Payment in Lieu of Taxes	478,285	508,300	508,300		0.00%
TOTAL STATE SOURCES	7,272,819	7,248,500	6,269,800		-13.50%
OTHER FINANCING SOURCES					
Sec 107 Adult Ed - Wayne RESA	26,222	25,000	25,000		0.00%
Subscription-Based IT Arrangements	85,146	-	-		0.00%
Indirect Revenue	16,300	18,000	18,000		0.00%
TOTAL OTHER FINANCING SOURCES	127,668	43,000	43,000		0.00%
TOTAL REVENUE	52,660,264	55,268,600	55,806,600		0.97%
TOTAL REVENUE AND BEG BALANCE	59,540,985	63,457,400	60,698,000		-4.35%
EXPENDITURE SUMMARY:					
Campus Operations	23,046,705	24,192,500	25,087,300		3.70%
District & Campus Support Operations	3,543,130	4,626,800	4,539,000		-1.90%
LEA Transfers & Program Subsidies	5,370,024	6,251,300	6,270,300		0.30%
Plant & Fixed Charges	19,392,279	23,495,400	20,154,300		-14.22%
TOTAL EXPENDITURES	51,352,138	58,566,000	56,050,900		-4.29%
Operating Surplus/(Deficit)	1,308,126	(3,297,400)	(244,300)		-92.59%
FUND EQUITY, END OF YEAR					
Non-Spendable for Prepaids, Inventory, & Deposits	29,088	29,100	29,100		0.00%
Restricted - Career Focused Education	8,159,759	4,862,300	4,618,000		-5.02%
TOTAL FUND EQUITY, END OF YEAR	8,188,847	4,891,400	4,647,100		-4.99%
TOTAL EXPEND AND ENDING BALANCE	59,540,985	63,457,400	60,698,000		-4.35%

OAKLAND SCHOOLS CAREER FOCUSED EDUCATION FUND
EXPENDITURE BUDGET SUMMARY
FISCAL YEAR 2025-26

		FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
CAMPUS OPERATIONS						
NW CAMPUS OPERATIONS						
056	NORTHWEST CAMPUS - Office Of The Principal 241	664,028	742,100	730,300		-1.59%
	NORTHWEST CAMPUS - Ext. Day & Summer School 127	271,789	213,800	205,000		-4.12%
	NORTHWEST CAMPUS - Counseling 212	258,474	266,800	249,600		-6.45%
	NORTHWEST CAMPUS - Social Work 216	164,227	174,600	310,500	F	77.84%
	NORTHWEST CAMPUS - Custodial 261	422,065	483,000	535,200		10.81%
	NORTHWEST CAMPUS - Security 266	183,589	233,000	235,500		1.07%
	NORTHWEST CAMPUS - Transportation 271	15,101	26,800	26,800		0.00%
	NORTHWEST CAMPUS - Technical Support 284	120,205	121,000	129,200		6.78%
	NORTHWAST CAMPUS - Academic Support 0524	316,931	317,100	295,000		-6.97%
	Agricultural Operations 0501	358,547	435,300	437,000		0.39%
	Marketing Sales & Services 0510	90,945	183,900	187,900		2.18%
	Culinary Services 0523	351,423	291,000	292,500		0.52%
	Construction Trades 0540	218,984	222,000	230,300		3.74%
	Building Maintenance 0541	187,107	181,800	193,100		6.22%
	Collision Repair 0549	217,727	221,500	227,600		2.75%
	Automobile Technician 0550	235,201	260,900	266,500		2.15%
	Graphics Communicatons 0562	197,537	201,100	212,900		5.87%
	Mechatronics 0575	187,269	187,000	192,600		2.99%
	Health Sciences 0580	390,268	395,800	411,500		3.97%
	Computer Programming/Programmer 0595	228,221	-	-		0.00%
		5,079,638	5,158,500	5,369,000		4.08%
056	NORTHWEST CAMPUS - Facilities	351,480	418,400	441,300		5.47%
056	NW CAMPUS TOTAL	5,431,118	5,576,900	5,810,300		4.19%
SE CAMPUS OPERATIONS						
057	SOUTHEAST CAMPUS - Office Of Principal 241	603,400	676,800	674,800		-0.30%
	SOUTHEAST CAMPUS - Ext. Day & Summer School 127	231,064	211,800	231,700		9.40%
	SOUTHEAST CAMPUS - Counseling 212	212,152	252,500	274,000		8.51%
	SOUTHEAST CAMPUS - Social Work 216	151,602	167,600	171,900		2.57%
	SOUTHEAST CAMPUS - Custodial 261	679,894	689,600	632,500		-8.28%
	SOUTHEAST CAMPUS - Security 266	194,589	250,200	254,200		1.60%
	SOUTHEAST CAMPUS - Transportation 271	14,439	18,600	18,600		0.00%
	SOUTHEAST CAMPUS - Technical Support 284	119,495	121,200	128,800		6.27%
	SOUTHEAST CAMPUS - Academic Support 0524	304,718	313,600	330,400		5.36%
	Marketing, Sales & Services 0510	141,141	148,000	160,900		8.72%
	Culinary Services 0523	409,158	414,000	442,300		6.84%
	Public Safety 0538	160,147	156,700	159,900		2.04%
	Construction Trades 0540	244,702	250,100	251,200		0.44%
	Building Maintenance 0541	130,175	130,400	140,600		7.82%
	Cyber Security 0548	105,518	114,600	121,900		6.37%
	Collision Repair 0549	152,232	178,100	182,600		2.53%
	Automobile Technician 0550	243,739	248,800	256,300		3.01%
	Graphics Communicatons 0562	221,162	167,500	169,700		1.31%
	Welding, Brazing, & Soldering 0566	134,724	138,100	147,500		6.81%
	Mechatronics 0575	223,806	246,500	252,600		2.47%
	Health Sciences 0580	478,179	493,000	517,600		4.99%
	Computer Programming/Programmer 0595	175,727	176,000	182,100		3.47%
		5,331,763	5,563,700	5,702,100		2.49%
057	SOUTHEAST CAMPUS - Faciliies	339,367	435,300	437,800		0.57%
057	SE CAMPUS TOTAL	5,671,130	5,999,000	6,139,900		2.35%
NE CAMPUS OPERATIONS						
058	NORTHEAST CAMPUS - Office Of The Principal 241	708,913	742,100	757,700		2.10%
	NORTHEAST CAMPUS - Ext. Day & Summer School 127	411,001	297,500	305,600		2.72%
	NORTHEAST CAMPUS - Counseling 212	258,292	257,200	263,100		2.29%
	NORTHEAST CAMPUS - Social Work 216	158,426	182,000	296,400	F	62.86%
	NORTHEAST CAMPUS - Custodial 261	490,577	543,100	576,700		6.19%
	NORTHEAST CAMPUS - Security 266	250,470	339,200	325,700		-3.98%
	NORTHEAST CAMPUS - Transportation 271	48,997	33,000	33,000		0.00%
	NORTHEAST CAMPUS - Technical Support 284	111,490	110,600	117,200		5.97%
	NORTHEAST CAMPUS - Academic Support 0524	283,330	292,600	307,500		5.09%

OAKLAND SCHOOLS CAREER FOCUSED EDUCATION FUND
EXPENDITURE BUDGET SUMMARY
FISCAL YEAR 2025-26

		FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
	Marketing, Sales & Services 0510	155,493	158,900	161,600		1.70%
	Culinary Services 0523	443,991	443,300	470,600		6.16%
	Cosmetology 0531	722,075	850,800	808,400		-4.98%
	Construction Trades 0540	364,570	393,500	440,600		11.97%
	Collision Repair 0549	149,310	193,200	201,000		4.04%
	Automobile Technician 0550	162,442	216,200	229,900		6.34%
	Machine Tool Technology 0564	152,353	149,500	153,400		2.61%
	Welding, Brazing, & Soldering 0566	198,955	200,000	209,600		4.80%
	Mechatronics 0575	184,955	187,100	195,600		4.54%
	Health Sciences 0580	354,203	370,900	390,400		5.26%
	Computer Programming/Programmer 0595	226,416	230,400	240,000		4.17%
		5,836,259	6,191,100	6,484,000		4.73%
058	NORTHEAST CAMPUS - Facilities	354,679	407,100	409,600		0.61%
058	NE CAMPUS TOTAL	6,190,938	6,598,200	6,893,600		4.48%
SW CAMPUS OPERATIONS						
059	SOUTHWEST CAMPUS - Office Of The Principal 241	643,994	697,900	706,400		1.22%
	SOUTHWEST CAMPUS - Extt Day & Summer School 127	189,282	214,200	225,800		5.42%
	SOUTHWEST CAMPUS - Counseling 212	238,825	236,800	242,800		2.53%
	SOUTHWEST CAMPUS - Social Work 216	160,409	150,600	154,400		2.52%
	SOUTHWEST CAMPUS - Custodial 261	528,841	540,300	531,100		-1.70%
	SOUTHWEST CAMPUS - Security 266	148,340	172,600	176,600		2.32%
	SOUTHWEST CAMPUS - Transportation 271	14,618	10,500	11,000		4.76%
	SOUTHWEST CAMPUS - Technical Support 284	121,997	123,300	131,300		6.49%
	SOUTHWEST CAMPUS - Academic Support 0524	317,867	314,200	324,400		3.25%
	Agricultural Operations 0501	268,843	257,000	267,900		4.24%
	Marketing Sales & Services 0510	173,361	173,400	181,000		4.38%
	Culinary Services 0523	392,048	396,500	431,700		8.88%
	Cyber Security 0548	175,431	179,100	179,200		0.06%
	Collision Repair 0549	251,816	254,800	268,100		5.22%
	Automobile Technician 0550	262,603	261,200	269,500		3.18%
	Medium & Heavy Truck Technology 0551	155,048	215,100	216,000		0.42%
	Graphics Communicatons 0562	228,687	232,000	215,000		-7.33%
	Welding, Brazing, & Soldering 0566	204,380	189,700	190,500		0.42%
	Mechatronics 0575	259,488	261,800	277,000		5.81%
	Health Sciences 0580	545,482	574,000	673,100	G	17.26%
	Computer Programming/Programmer 0595	160,502	158,000	163,100		3.23%
		5,441,862	5,613,000	5,835,900		3.97%
059	SOUTHWEST CAMPUS - Facilities	311,657	405,400	407,600		0.54%
059	SW CAMPUS TOTAL	5,753,519	6,018,400	6,243,500		3.74%
	TOTAL CAMPUS OPERATIONS	23,046,705	24,192,500	25,087,300		3.70%
DISTRICT AND CAMPUS SUPPORT OPERATIONS						
018	Workshop Budget	-	16,800	16,800		0.00%
051	Early College	432,848	510,100	507,700		-0.47%
055	District & Campus Support - Instructional Services 127	16,791	136,600	131,800		-3.51%
055	District & Campus Support - Counseling 212	1,042	6,000	6,000		0.00%
055	District & Campus Support - Improvement of Instr. 221	2,044,237	2,584,100	2,510,900		-2.83%
055	District & Campus Support - Supv. & Dir. 226	347,034	453,500	446,100		-1.63%
055	District & Campus Support - Academic Support 227	-	120,000	120,000		0.00%
055	District & Campus Support - Transportation 271	-	7,000	7,000		0.00%
055	District & Campus Support - Personnel Services 283	6,324	40,000	40,000		0.00%
055	District & Campus Support - Tech Support 284	210,140	248,300	248,300		0.00%
062	STEMi Operational Budget	484,714	504,400	504,400		0.00%
	TOTAL DISTRICT AND CAMPUS SUPPORT OPERATIONS	3,543,130	4,626,800	4,539,000		-1.90%
LEA TRANSFERS & PROGRAM SUBSIDIES						
061	LEA Transportation Support	1,800,003	1,800,000	1,800,000		0.00%
063	LEA Career Readiness Allocation	3,366,541	3,683,700	3,650,100		-0.91%
063	LEA Career Readiness - OCCRA 0574	29,060	95,600	112,600		17.78%
064	LEA Career Readiness - Camps	68,020	100,000	100,000		0.00%
065	LEA Career Readiness - STEM	106,400	131,300	131,300		0.00%

OAKLAND SCHOOLS CAREER FOCUSED EDUCATION FUND
EXPENDITURE BUDGET SUMMARY
FISCAL YEAR 2025-26

		FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	NOTES	FY to FY % CHANGE
066	LEA Career Readiness - NAIS	-	440,700	476,300		8.08%
	TOTAL LEA TRANSFERS & PROGRAM SUBSIDIES	5,370,024	6,251,300	6,270,300		0.30%
PLANT & FIXED CHARGES						
011	Property Tax Adjustments and Fees	89,001	151,400	156,200		3.17%
091	Facility Operations	231,777	264,100	281,500		6.59%
092	Telephone	41,116	57,100	57,100		0.00%
094	Capital Outlay	57,308	271,200	50,000	H	-81.56%
095	Operating Transfers Out	10,923,100	13,338,200	10,123,100	I	-24.10%
	General Allocation	8,049,977	9,413,400	9,486,400		0.78%
	TOTAL PLANT & FIXED CHARGES	19,392,279	23,495,400	20,154,300		-14.22%
	CAREER FOCUSED EDUCATION FUND TOTAL EXPENDITURES	51,352,138	58,566,000	56,050,900		-4.29%

OAKLAND SCHOOLS CAREER FOCUSED EDUCATION FUND BUDGET
FISCAL YEAR 2025-2026
FOOTNOTES - Highlighting line items that are +/-25% and/or +/-$100K from last year

A	The 3.7% increase in Property Tax revenue reflects the tax base growth and its impact on the district's property tax revenues as forecasted by the Oakland County Equalization Department.
B	The decrease in Interest on Investments is a conservative projection due to forecasted economic uncertainties.
C	Proceeds from sale of capital assets is one-time revenue in 2024-25.
D	2025-26 funding for certain State Aid categoricals is eliminated or uncertain and therefore not included in the proposed budget.
E	The MPSERS Unfunded Actuarial Accrued Liability (UAAL) rate is projected to increase from 10.58% in 2024-25 to 15.02% in 2025-26.
F	New Student Support Specialist position added in 2025-26.
G	Changes are the result of position vacancies in 2024-25 which are fully funded in 2025-26.
H	2024-25 budgets included additional capital outlay for staff devices due to the sunsetting of Windows 10.
I	2024-25 Operating Transfers included additional transfers for capital projects and debt service.

Oakland Schools

Annual Budgeting Amendment Report

As of 3/20/2025

Function	Location Description		FY2025 Amendment	FY2026
Type: 4 **Revenue**				
Fund: 600 Vocational Ed Fund				
Function: 000 **Not Applicable**				
Function: 000	**Not Applicable**	**Total:**	**55,268,600.00**	**55,806,600.00**
Fund: 600	**Vocational Ed Fund**	**Total:**	**55,268,600.00**	**55,806,600.00**
Type: 4	**Revenue**	**Total:**	**55,268,600.00**	**55,806,600.00**
Type: 5 **Expense**				
Fund: 600 Vocational Ed Fund				
Function: 127 **Career & Technical**				
Function: 127	**Career & Technical**	**Total:**	**17,285,700.00**	**17,847,600.00**
Function: 211 **Truancy/Absenteeism Services**				
Function: 211	**Truancy/Absenteeism Services**	**Total:**	**149,300.00**	**131,100.00**
Function: 212 **Guidance Services**				
Function: 212	**Guidance Services**	**Total:**	**1,483,600.00**	**1,506,500.00**
Function: 216 **Social Work Services**				
Function: 216	**Social Work Services**	**Total:**	**674,800.00**	**933,200.00**
Function: 221 **Improve of Instruction**				
Function: 221	**Improve of Instruction**	**Total:**	**3,461,800.00**	**3,316,700.00**
Function: 225 **Technology Assisted Instructn**				
Function: 225	**Technology Assisted Instructn**	**Total:**	**104,000.00**	**134,800.00**
Function: 226 **Supv/Dir Instr Staff**				
Function: 226	**Supv/Dir Instr Staff**	**Total:**	**482,400.00**	**475,700.00**
Function: 227 **Academic Student Assessment**				
Function: 227	**Academic Student Assessment**	**Total:**	**120,000.00**	**120,000.00**
Function: 231 **Board of Education**				
Function: 231	**Board of Education**	**Total:**	**263,700.00**	**271,100.00**
Function: 232 **Exec Administration**				
Function: 232	**Exec Administration**	**Total:**	**957,500.00**	**992,600.00**
Function: 241 **Principal Office**				
Function: 241	**Principal Office**	**Total:**	**2,858,900.00**	**2,869,200.00**
Function: 252 **Fiscal Services**				
Function: 252	**Fiscal Services**	**Total:**	**1,436,400.00**	**1,425,600.00**
Function: 257 **Internal Services**				
Function: 257	**Internal Services**	**Total:**	**174,400.00**	**165,800.00**
Function: 259 **Oth Business Svcs**				
Function: 259	**Oth Business Svcs**	**Total:**	**156,000.00**	**160,800.00**
Function: 261 **Oper Bldg Svcs**				
Function: 261	**Oper Bldg Svcs**	**Total:**	**4,335,500.00**	**4,395,700.00**
Function: 266 **Security Services**				
Function: 266	**Security Services**	**Total:**	**1,007,800.00**	**1,004,800.00**
Function: 271 **Pupil Transportation Services**				
Function: 271	**Pupil Transportation Services**	**Total:**	**150,300.00**	**151,000.00**
Function: 281 **Plan, Research, Dev and Eval**				
Function: 281	**Plan, Research, Dev and Eval**	**Total:**	**261,500.00**	**259,100.00**
Function: 282 **Communication Services**				
Function: 282	**Communication Services**	**Total:**	**284,900.00**	**280,700.00**
Function: 283 **Staff/Personnel Svcs**				

Oakland Schools

Annual Budgeting Amendment Report

As of 3/20/2025

Function	Location Description		FY2025 Amendment	FY2026
Function: 283	Staff/Personnel Svcs	Total:	1,171,100.00	1,305,300.00
Function: 284	**Support Svcs Tech**			
Function: 284	Support Svcs Tech	Total:	4,584,200.00	4,391,900.00
Function: 285	**Pupil Accounting**			
Function: 285	Pupil Accounting	Total:	204,500.00	183,400.00
Function: 289	**Other Central Services**			
Function: 289	Other Central Services	Total:	48,000.00	51,700.00
Function: 299	**Other Support Services**			
Function: 299	Other Support Services	Total:	237,000.00	218,400.00
Function: 411	**Pymt to K12 Public W/In St**			
Function: 411	Pymt to K12 Public W/In St	Total:	3,088,000.00	3,088,000.00
Function: 511	**Debt Svc LT-Principal**			
Function: 511	Debt Svc LT-Principal	Total:	246,500.00	247,100.00
Function: 627	**Fund Mod-Co-op Activity**			
Function: 627	Fund Mod-Co-op Activity	Total:	19,100.00	19,100.00
Function: 632	**Fund Mod-2016 Debt**			
Function: 632	Fund Mod-2016 Debt	Total:	3,300,000.00	3,300,000.00
Function: 634	**Fund Mod-QSCB Defeasement**			
Function: 634	Fund Mod-QSCB Defeasement	Total:	915,100.00	0.00
Function: 645	**Fund Mod-CP CFE Reno**			
Function: 645	Fund Mod-CP CFE Reno	Total:	9,000,000.00	6,700,000.00
Function: 647	**Fund Mod-CP Adm Bldg Reno**			
Function: 647	Fund Mod-CP Adm Bldg Reno	Total:	104,000.00	104,000.00
Fund: 600	Vocational Ed Fund	Total:	58,566,000.00	56,050,900.00
Type: 5	Expense	Total:	58,566,000.00	56,050,900.00

End of Report

Oakland Schools

Annual Budgeting Amendment Report

As of 3/20/2025

Location	Location Description			FY2025 Amendment	FY2026
Type: 4 **Revenue**					
Fund: 600 Vocational Ed Fund					
Location: 000	**None**		**Total:**	**54,835,300.00**	**55,373,300.00**
Location: 013	**Event Management Operations**		**Total:**	**10,000.00**	**10,000.00**
Location: 050	**Career Focused Educ Admin**		**Total:**	**6,500.00**	**6,500.00**
Location: 051	**OTC Early College**		**Total:**	**348,000.00**	**348,000.00**
Location: 055	**District & Campus Support**		**Total:**	**0.00**	**0.00**
Location: 056	**OSTC-NW**		**Total:**	**11,000.00**	**11,000.00**
Location: 057	**OSTC-SE**		**Total:**	**3,000.00**	**3,000.00**
Location: 058	**OSTC-NE**		**Total:**	**13,000.00**	**13,000.00**
Location: 059	**OSTC-SW**		**Total:**	**41,800.00**	**41,800.00**
Fund: 600	**Vocational Ed Fund**		**Total:**	**55,268,600.00**	**55,806,600.00**
Type: 4	**Revenue**		**Total:**	**55,268,600.00**	**55,806,600.00**
Type: 5 **Expense**					
Fund: 600 Vocational Ed Fund					
Location: 001	**Office Of The Superintendent**		**Total:**	**204,500.00**	**224,600.00**
Location: 002	**Deputy Supt-Education Services**		**Total:**	**170,500.00**	**159,000.00**
Location: 003	**Asst Supt-Finance & Operations**		**Total:**	**96,400.00**	**97,400.00**
Location: 006	**LEA & Administration Support**		**Total:**	**33,100.00**	**32,800.00**
Location: 007	**Specialized Student Support**		**Total:**	**0.00**	**0.00**
Location: 011	**Financial Services**		**Total:**	**1,195,900.00**	**1,185,900.00**
Location: 013	**Event Management Operations**		**Total:**	**220,200.00**	**201,600.00**
Location: 014	**Government & Community Svcs**		**Total:**	**180,000.00**	**185,800.00**
Location: 018	**Event Management-Workshops**		**Total:**	**16,800.00**	**16,800.00**
Location: 021	**Oakland Opportunity Academy**		**Total:**	**0.00**	**0.00**
Location: 028	**Tech Services-Licensing**		**Total:**	**426,300.00**	**421,200.00**
Location: 029	**Tech Services Administration**		**Total:**	**117,300.00**	**88,300.00**
Location: 030	**Technical Support Services**		**Total:**	**353,500.00**	**346,200.00**
Location: 032	**Application Services**		**Total:**	**1,123,700.00**	**1,142,300.00**
Location: 033	**Enterprise Tech Services**		**Total:**	**1,591,100.00**	**1,612,800.00**
Location: 038	**Legal Affairs**		**Total:**	**498,900.00**	**518,900.00**
Location: 039	**Records Management**		**Total:**	**3,600.00**	**7,300.00**
Location: 040	**Auxiliary Services Admin**		**Total:**	**99,200.00**	**100,300.00**
Location: 041	**Facilities Management**		**Total:**	**153,300.00**	**146,500.00**
Location: 042	**Ofc of Procurement & Contracts**		**Total:**	**429,700.00**	**441,100.00**
Location: 044	**Corporate & District Services**		**Total:**	**353,800.00**	**314,500.00**
Location: 045	**Pupil Transportation**		**Total:**	**6,400.00**	**6,600.00**
Location: 047	**Shipping & Receiving**		**Total:**	**76,700.00**	**67,000.00**
Location: 049	**Communications Services**		**Total:**	**290,200.00**	**286,200.00**
Location: 051	**OTC Early College**		**Total:**	**510,100.00**	**507,700.00**
Location: 055	**District & Campus Support**		**Total:**	**3,595,500.00**	**3,510,100.00**
Location: 056	**OSTC-NW**		**Total:**	**5,576,900.00**	**5,810,300.00**
Location: 057	**OSTC-SE**		**Total:**	**5,999,000.00**	**6,139,900.00**
Location: 058	**OSTC-NE**		**Total:**	**6,598,200.00**	**6,893,600.00**
Location: 059	**OSTC-SW**		**Total:**	**6,018,400.00**	**6,243,500.00**
Location: 061	**LEA Transportation Support**		**Total:**	**1,800,000.00**	**1,800,000.00**
Location: 062	**STEMi**		**Total:**	**504,400.00**	**504,400.00**
Location: 063	**Career Readiness**		**Total:**	**3,779,300.00**	**3,762,700.00**
Location: 064	**Career Readiness Camps**		**Total:**	**100,000.00**	**100,000.00**

Oakland Schools

Annual Budgeting Amendment Report

As of 3/20/2025

Location	Location Description		FY2025 Amendment	FY2026
Location: 065	CFE STEM Operations	Total:	131,300.00	131,300.00
Location: 066	Nano Tech CFE	Total:	440,700.00	476,300.00
Location: 081	School Culture and Climate	Total:	287,200.00	235,200.00
Location: 083	Human Resources	Total:	1,131,100.00	1,265,300.00
Location: 085	Instruction & Pedagogy	Total:	132,900.00	164,400.00
Location: 086	Research/Evaluation & Assess	Total:	257,500.00	255,100.00
Location: 087	Curriculum & Assessment	Total:	108,100.00	111,100.00
Location: 089	Leadership & School Improvemnt	Total:	23,700.00	25,200.00
Location: 091	Plant & Fixed-Plant Operations	Total:	264,100.00	281,500.00
Location: 092	Plant & Fixed-Telephone	Total:	57,100.00	57,100.00
Location: 094	Plant & Fixed-Capital Outlay	Total:	271,200.00	50,000.00
Location: 095	Transfers Out	Total:	13,338,200.00	10,123,100.00
Fund: 600	Vocational Ed Fund	Total:	58,566,000.00	56,050,900.00
Type: 5	Expense	Total:	58,566,000.00	56,050,900.00

End of Report

OAKLAND SCHOOLS CAREER FOCUSED EDUCATION
FUNDED PROJECTS/GRANTS
REVENUE AND EXPENDITURE BUDGET
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET	FY to FY % CHANGE
FUND 605				
FUND EQUITY, BEGINNING OF YEAR				
Non-Spendable for Prepaids, Inventory, & Deposits	-	4,400	4,400	0.00%
Unassigned	(26,583)	(17,500)	(17,500)	0.00%
TOTAL FUND EQUITY, BEGINNING OF YEAR	(26,583)	(13,100)	(13,100)	0.00%
OPERATING REVENUE				
Local & Other	152,768	133,600	110,000	-17.66%
State Sources	49,056	80,000	35,000	-56.25%
Federal Sources	2,072,187	1,900,000	1,850,000	-2.63%
TOTAL REVENUE	2,274,011	2,113,600	1,995,000	-5.61%
TOTAL REVENUE AND BEG BALANCE	2,247,428	2,100,500	1,981,900	-5.65%
EXPENDITURES				
Basic Program - 110	4,776	4,800	-	-100.00%
Added Needs - 120	215,307	232,400	185,000	-20.40%
Support Services Pupil - 210	1,459,985	1,330,000	1,321,000	-0.68%
Support Services Instructional Staff - 220	403,701	325,000	317,200	-2.40%
Operations & Maintenance - 260	-	14,200	-	-100.00%
Pupil Transportation Services - 270	21,013	20,200	17,500	-13.37%
Support Services Central - 280	134,543	170,000	154,300	-9.24%
Payments to Other Public Schools - 410	21,157	17,000	-	-100.00%
TOTAL EXPENDITURES	2,260,482	2,113,600	1,995,000	-5.61%
FUND EQUITY, END OF YEAR				
Non-Spendable for Prepaids, Inventory, & Deposits	4,388	4,400	4,400	0.00%
Unassigned	(17,442)	(17,500)	(17,500)	0.00%
TOTAL FUND EQUITY, END OF YEAR	(13,054)	(13,100)	(13,100)	0.00%
TOTAL EXPEND AND ENDING BALANCE	2,247,428	2,100,500	1,981,900	-5.65%

OAKLAND SCHOOLS
CAREER FOCUSED EDUCATION FUND
5-YEAR FORECAST

	Actuals 2023-24	Amend 2 2024-25	Proposed 2025-26	Projection 2026-27	Projection 2027-28	Projection 2028-29	Projection 2029-30	Projection 2030-31
REVENUES:								
Local Revenues:								
Property tax revenues	42,620,675	46,329,100	48,043,300	49,484,600	50,771,200	52,091,300	53,445,700	54,835,300
Investment revenue	1,381,099	1,178,700	1,007,200	850,000	780,000	700,000	680,000	680,000
Miscellaneous and other revenues	1,258,005	469,300	443,300	443,300	443,300	443,300	443,300	443,300
State Revenues	6,794,533	6,740,200	5,761,500	5,948,800	6,038,900	6,131,700	6,227,400	6,326,100
State payment in lieu of taxes	478,285	508,300	508,300	508,300	508,300	508,300	508,300	508,300
Other Financing Sources	127,668	43,000	43,000	43,000	43,000	43,000	43,000	43,000
TOTAL REVENUES:	52,660,265	55,268,600	55,806,600	57,278,000	58,584,700	59,917,600	61,347,700	62,836,000
EXPENDITURES:								
Oakland Schools - Direct Programing:								
Salaries/wages - Non union	7,081,166	8,211,000	8,477,500	8,757,300	9,046,300	9,344,800	9,653,200	9,971,800
Salaries/wages - Union	9,446,729	10,021,000	10,443,700	10,745,500	11,056,000	11,375,500	11,704,300	12,042,600
Total Salaries/wages	16,527,895	18,232,000	18,921,200	19,502,800	20,102,300	20,720,300	21,357,500	22,014,400
Employee Benefits:								
FICA insurance	1,186,096	1,354,900	1,399,700	1,492,000	1,537,800	1,585,100	1,633,800	1,684,100
MPSERS retirement program costs	4,975,638	5,572,800	5,305,200	5,625,700	5,856,600	6,097,000	6,347,400	6,608,000
MPSERS Sec 147c & 147g	3,170,024	2,483,400	2,742,000	2,929,300	3,019,400	3,112,200	3,207,900	3,306,600
Healthcare insurance	2,348,440	2,794,200	2,903,900	3,020,100	3,140,900	3,266,500	3,397,200	3,533,100
Other employee insurances	737,965	859,900	834,100	875,800	919,600	965,600	1,013,900	1,064,600
Purchased Services	3,121,020	4,509,900	4,496,700	4,646,600	4,739,500	4,834,300	4,931,000	5,029,600
Supplies and Materials	1,108,720	1,551,600	1,624,700	1,673,400	1,723,600	1,775,300	1,828,600	1,883,500
Utilities Costs	707,469	899,200	899,900	935,900	973,300	1,012,200	1,052,700	1,094,800
Capital Outlay-instructional equipment	-	76,000	58,600	55,000	55,000	55,000	55,000	55,000
Capital Outlay-IT Refresh	57,308	273,200	52,000	75,000	75,000	75,000	75,000	75,000
Capital Outlay-facility, non-instruct capital	111,687	-	3,000	20,000	20,000	20,000	20,000	20,000
Dues/Fees/Leases	156,599	170,700	174,200	177,684	181,238	184,862	188,560	192,331
Property tax abatement & delinquency WO	53,600	115,300	120,100	123,700	126,900	130,200	133,600	137,100
Operating Transfers Out - CPF 404	7,500,000	9,000,000	6,700,000	6,900,000	5,900,000	7,000,000	4,200,000	5,000,000
Operating Transfers Out - CPF 406	104,000	104,000	104,000	104,000	104,000	104,000	104,000	104,000
Operating Transfers Out - Debt Service*	3,300,000	4,215,100	3,300,000	3,300,000	3,300,000	2,563,000	3,300,000	3,062,200
Operating Transfers Out - SRF	19,100	19,100	19,100	19,100	19,100	19,100	19,100	19,100
Operating Transfers Out - LEAs	122,382	140,000	166,300	134,000	134,000	134,000	134,000	134,000
Total Expenditure - Direct Programing	45,307,943	52,371,300	49,824,700	51,610,084	51,928,238	53,653,662	52,999,260	55,017,431

OAKLAND SCHOOLS
CAREER FOCUSED EDUCATION FUND
5-YEAR FORECAST

	Actuals 2023-24	Amend 2 2024-25	Proposed 2025-26	Projection 2026-27	Projection 2027-28	Projection 2028-29	Projection 2029-30	Projection 2030-31
Oakland Schools - Regional Programs:								
Tuition - Early College/Dual Enrollment	417,965	452,500	452,500	452,500	452,500	452,500	452,500	452,500
Regional certifications/competitions	176,973	118,500	150,000	150,000	150,000	150,000	150,000	150,000
K-12 Career Readiness - LEA support	3,164,544	3,319,300	3,319,300	3,319,300	3,319,300	3,319,300	3,319,300	3,319,300
PS - STEM mobile classroom	484,714	504,400	504,400	498,300	498,300	498,300	498,300	498,300
Regional Programs - LEA support	4,244,196	4,394,700	4,426,200	4,420,100	4,420,100	4,420,100	4,420,100	4,420,100
Transportation Reimbursement - LEA support	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000
Total Expenditures - Regional Programs	6,044,196	6,194,700	6,226,200	6,220,100	6,220,100	6,220,100	6,220,100	6,220,100
GRAND TOTAL EXPENDITURES	51,352,139	58,566,000	56,050,900	57,830,184	58,148,338	59,873,762	59,219,360	61,237,531
GRAND TOTAL EXCESS/(DEFICIT)	1,308,126	(3,297,400)	(244,300)	(552,184)	436,362	43,838	2,128,340	1,598,469
FUND BALANCES:								
Beginning of Year - Non-spendable	27,578	29,100	29,100	29,100	29,100	29,100	29,100	29,100
Beginning of Year - Restricted	6,853,143	8,159,700	4,862,300	4,618,000	4,065,816	4,502,178	4,546,016	6,674,356
Beginning of Year - Total	6,880,721	8,188,800	4,891,400	4,647,100	4,094,916	4,531,278	4,575,116	6,703,456
End of Year - Nonspendable	29,088	29,100	29,100	29,100	29,100	29,100	29,100	29,100
End of Year - Restricted	8,159,759	4,862,300	4,618,000	4,065,816	4,502,178	4,546,016	6,674,356	8,272,825
End of Year - Total	8,188,847	4,891,400	4,647,100	4,094,916	4,531,278	4,575,116	6,703,456	8,301,925
End of Year Restricted FB as % of Exp.	15.9%	8.3%	8.2%	7.0%	7.7%	7.6%	11.3%	13.5%

Special Revenue, Debt Service, Capital Projects and Internal Service Funds Original Budget

Fiscal Year 2025-26

SPECIAL REVENUE FUNDS
FUND SPECIFIC ANALYSIS

Shared Services & Tuition Programs Fund 270

The Shared Services & Tuition Programs Fund is a cost-recovery fund that accounts for all tuition programs of the District as well as shared services engagements and other special programs. The following operations are accounted for in this fund:

- Virtual Learning Academy Consortium (VLAC) K-8 and 9-12
- Accelerated College Experience
- Graduation Alliance
- Shared Services
- Foreign Exchange Program

This fund is projected to have a FY 2025-26 year-end committed fund balance of $5,146,700. Anticipated ending fund balances for FY 2024-25 and 2025-26 are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Non-Spendable - Prepaids	$ 9,500	$ 9,500
Committed fund balance	5,167,400	5,146,700
Total Budgeted Ending Fund Balance	$ 5,176,900	$ 5,156,200

FY 2025-26 revenue is projected to be $20.5 million:

- Tuition revenue - $4.7 million
- Graduation Alliance - $1.8 million
- Foreign Exchange - $.2 million
- Shared Services - $11.4 million
- State Aid Revenue (Sec 147) - $1.7 million
- Indirect and other revenue - $.7 million

FY 2025-26 operational expenses are projected to be $20.5 million:

- Tuition program expenditures - $4.3 million
- Graduation Alliance - $1.7 million
- Foreign Exchange - $.1 million
- Shared Services, including administration - $14.4 million

Staffing levels in this fund are unchanged. Staffing is completely dependent on existing intergovernmental agreements for shared services and based on enrollment in tuition programs. It will be reevaluated as necessary throughout 2025-26.

Oakland Network for Education Fund 271

The Oakland Network for Education (ONE) is a fiber-based data network connecting twenty-nine consortium members in Oakland County. Also contained in this fund is funding for certain countywide collaborative programs. Between 2023-24 and 2024-25, a $1.9 million ONE infrastructure update was done resulting in higher expenditures in those years. The project is expected to be complete by June 30, 2025. This fund is projected to have a FY 2025-26 year-end

committed fund balance of $14,377,000. Anticipated ending fund balances for FY 2024-25 and 2025-26 are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Committed fund balance	$ 14,026,600	$ 14,377,000

FY 2025-26 revenue is projected to be $1.6 million:

- Operating Transfer In, including Oakland Schools Fees - $.5 million
- ONE Fees - $.5 million
- E-Rate Revenue & Interest - $.6 million

FY 2025-26 expenditures are projected to be $1.2 million:

- Literacy Essentials Oakland - $.3 million
- EPIC Math Numeracy Initiative - $.3 million
- ONE Professional Services, Maintenance, Capital & Other - $.6 million

Medicaid Fund 273

The Medicaid Fund contains the transactions of the Medicaid School Services Program, which is a fee-based program. All Medicaid revenues, less operational expenses of the program are distributed to participating constituent districts and as such the fund is expected to have no committed fund balance at year end.

FY 2025-26 revenue is projected to be $16.3 million:

- Medicaid Fees (State and Federal) - $15.6 million
- Interest income & other local revenue - $.6 million
- State Revenue (MPSERS Sec 147) & Other - $.1 million

FY 2025-26 expenditures are projected to be $16.3 million:

- Wages & Benefits - $.6 million
- Facility & Program Operations - $.1 million
- Transfers to LEAs - $15.6 million

HR/Finance Consortium Fund 277

The HR/Finance Consortium is a result of a collaborative effort between twenty-two (20) Oakland County school districts to select a county-wide Enterprise Resource Planning system for HR and financial applications. In FY 2012-13 through FY 2015-16 Oakland Schools transferred a net $4,875,000 from the Collaborative Program Development Initiative (CPDI) Fund, which is a component of the ONE Fund 271, to subsidize the per student cost for all participating districts. In addition, The ONE Fund granted $.7 million to the Consortium for startup costs, which has been repaid in installments through 2023-24. Anticipated ending fund balances for FY 2024-25 and 2025-26 are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Committed fund balance	$ 770,500	$ 840,000

FY 2025-26 revenue is projected to be $1.4 million:

- District Consortium Fees - $1.2 million
- State Revenue (MPSERS Sec 147) & Other - $.2 million

FY 2025-26 operational expenses are projected to be $1.4 million:

- Salaries and benefits - $.9 million
- Purchased services, supplies and capital outlay - $.5 million

School Activities Fund 290

Due to the issuance of Governmental Accounting Standards Board (GASB) 84, Fiduciary Activities, Oakland Schools created a School Activities Fund in 2019-20 to report activities previously considered fiduciary activities but no longer meeting that definition per GASB 84. Projected revenues and expenditures both total $180,000. This fund has a projected ending fund balance of $257,400 in both FY 2024-25 and 2025-26.

DEBT SERVICE FUNDS – FUND SPECIFIC ANALYSIS

Oakland Schools maintains three debt service funds as follows:

The Debt Service Fund 311 – 2016 Refunding Bonds accounts for the partial refunding of the 2007 CFE Campus Renovation Bonds. The remainder of the unrefunded bonds were paid off in May 2017. The bonds have a debt payment schedule through 2036 with annual debt service expenditures of approximately $3.3 million.

The Debt Service Fund 313 – Qualified School Construction Bond (QSCB) accounts for the 2010 bond which was used to fund Oakland Schools' renovations of the Administration Building and Career Focused Education Campuses. Resources are accumulated in this fund and transferred to the Debt Service Fund 314 annually in order to make semi-annual interest payments and annual set-aside payment. In 2024-25, additional resources were provided from the five funds that benefited from the original bond issuance to put this fund in a better position to make required payments. The debt payment schedule runs through 2027.

The Debt Service Fund 314 – Qualified School Construction Bond Construction Reserve Fund accounts for the required annual set-aside payments for the QSCB Bond. Upon the bonds' maturity in 2027, the assets set aside and invested will pay the bond principal.

Anticipated ending fund balances for FY 2024-25 and 2025-26 for the three debt service funds are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
DSF 311 - 2016 Refunding Bonds Restricted Fund Balance	$ 8,793,100	$ 9,898,900
DSF 313 - QSCB Restricted Fund Balance	$ 1,215,200	$ 477,400
DSF 314 - QSCB Construction Reserve Fund Restricted Fund Balance	$ 12,258,600	$ 12,888,800

FY 2025-26 revenue consists primarily of operating transfers to fund debt service, interest earnings and a Federal interest subsidy in the QSCB Construction Reserve Fund.

FY 2025-26 expenditures consist of principal and interest payments, along with minor investment advisory service fees.

CAPITAL PROJECT FUNDS – FUND SPECIFIC ANALYSIS

CFE Technical Campus Renovations Phase II Project – Fund 404

Oakland Schools Career Focused Education Technical Campus renovations continue based on need at each of the four technical campuses. Significant renovations have been occurring over the last year and will be completed in 2025-26 (see Enterprise-wide Executive Summary for additional information). Anticipated ending fund balances for FY 2024-25 and 2025-26 are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Non-Spendable - Prepaids	$ 39,000	$ 39,000
Committed fund balance	18,608,400	7,941,500
Total Budgeted Ending Fund Balance	$ 18,647,400	$ 7,980,500

FY 2025-26 revenue is projected to be $7.3 million which consists of interest earned and an operating transfer in from the Career Focused Education Fund of $6.7 million.

FY 2025-26 expenditures are projected to be $12.7 million, consisting of various facility renovations detailed in the 5-year capital plan of the organization. Significant projects in 2025-26 include campus corridor refresh and parking lot replacements at all technical campuses. These projects may span multiple fiscal years from 2024-25 to 2025-26.

Administration Building Renovation & Maintenance – Fund 406

The Administration Building Renovation & Maintenance Capital Projects Fund 406 contains funding for various capital projects as necessary at the Administration Building & Conference Center in the following categories: roof replacement, information technology updates, maintenance, energy updates, accessibility upgrades, audio/visual upgrades, furniture and equipment and security upgrades. FY 2024-25 and 2025-26 fund balances are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Committed fund balance	$ 68,300	$ 68,300
Non-Spendable Prepaids & Inventory	13,089,400	10,492,400
Total Budgeted Ending Fund Balance	$ 13,157,700	$ 10,560,700

FY 2025-26 revenue is projected to be $.8 million and consists of interest earned and operating transfers from the GEF, SEF and CFEF for future projects.

FY 2025-26 expenditures are projected to be $3.4 million consisting of various facility renovations detailed in the 5-year capital plan of the organization, including roof and boiler replacement. These projects may span multiple fiscal years from 2024-25 to 2025-26.

ENTERPRISE FUND – FUND SPECIFIC ANALYSIS

Production Print Enterprise Fund – FUND 710

The Production Print Enterprise Fund accounts for all operations of the District's full-service print shop operations. In FY 2020-21, the district retroactively applied GASB 68, *Accounting and Financial Reporting for Pensions* and GASB 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions* to the Print Production Enterprise Fund. The application of these standards resulted in a negative fund balance due to the recording of the fund's share of statewide pension and OPEB liabilities. Anticipated ending net assets for this fund for FY 2024-25 and 2025-26 are detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Net investment in capital assets	$ 56,900	$ 56,900
Unrestricted net position	(954,400)	(950,700)
Total net position	$ (897,500)	$ (893,800)

FY 2025-26 revenue is projected to be $1.1 million:

- Operating Revenue - $1.0 million
- State Revenue (MPSERS Sec 147) & other - $.1 million

In 2024-25, administration decided to scale down the size of print shop operations and discontinue business with local county, city and township governments and focus services on our constituent school districts.

FY 2025-26 expenditures are projected to be $1.1 million:

- Wages & Benefits - $.5 million
- Purchased Services - $.3 million
- Supplies, Materials & Other - $.2 million
- Facility Operations - $.1 million

INTERNAL SERVICE FUNDS – FUND SPECIFIC ANALYSIS

Risk Related Activity Fund (RRAF) – FUND 810

The RRAF is an internal service fund in which all insurances of the district are reported. This fund is projected to have a FY 2025-26 year-end net position of $3.1 million. Anticipated net position for FY 2024-25 and 2025-26 is detailed in the schedule below:

	FY 2024-25 Amend 2 Budget	FY 2025-26 Budget
Claim Fluctuation Reserve - Professional Liability	1,200,000	1,240,000
Claim Fluctuation Reserve - Cyber Liability	1,278,400	1,278,400
Contingency Reserve - P/C Settlements	50,000	50,000
Retained Earnings	450,000	532,100
Total Net Position	$ 2,978,400	$ 3,100,500

The district has fully funded (100%) its compensated absence liabilities through June 30, 2024, and will continue to fund the liabilities annually. The accruals currently reflected on the fund's balance sheet for compensated absences total $3.5 million. For the year ending June 30, 2025, the District will be implementing GASB 101, Compensated Absences. District officials are evaluating the impact of this new pronouncement and adjustments, if necessary, will be made through the final amendment process in 2024-25 and the first amendment of 2025-26.

OAKLAND SCHOOLS COOPERATIVE SERVICE FUND BUDGET
SHARED SERVICES & TUITION PROGRAMS FUND 270
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	10,663	9,500	9,500
Committed	4,557,138	4,313,500	5,167,400
TOTAL FUND EQUITY, BEGINNING OF YEAR	4,567,801	4,323,000	5,176,900
REVENUE			
LOCAL SOURCES			
Earnings on Investment	157,633	138,000	117,900
Virtual Learning Academy K-8 Tuition	1,401,050	1,364,100	1,561,000
Virtual Learning Academy 9-12 Tuition	1,028,360	1,294,200	1,685,000
Virtual Learning Academy Tuition Refund	(919,535)	-	-
Accelerated College Experience Tuition	793,800	1,073,100	1,421,000
Accelerated College Experience Tuition Refund	(85,000)	-	-
Graduation Alliance	2,100,017	1,800,000	1,800,000
Foreign Exchange Program	138,000	144,000	180,000
Shared Services	11,230,409	11,365,500	11,424,900
E-Rate Revenue	89,554	80,000	80,000
Miscellaneous Revenue	1,230	2,000	2,000
TOTAL LOCAL SOURCES	15,935,518	17,260,900	18,271,800
STATE SOURCES			
Section 147a(2) MPSERS Normal Cost Offset	339,073	368,600	368,600
Section 147a(3) MPSERS Cost Offset ISDs & Districts	88,699	85,100	-
Section 147a(4) MPSERS Cost Offset - Reduced UAAL	-	450,700	-
Section 147c(1) MPSERS UAAL Rate Stabilization	1,514,000	829,100	1,315,400
Section 147c(2) MPSERS One Time Deposit	-	188,400	-
Section 147e MPSERS Employer DC Match	36,118	40,500	40,500
Section 147f MPSERS UAAL Rate Reimb	39,414	-	-
Section 147g MPSERS 3% Healthcare Reimbursement	-	79,300	-
TOTAL STATE SOURCES	2,017,304	2,041,700	1,724,500
OTHER FINANCING SOURCES			
Indirect Revenue	536,972	541,700	545,300
Subscription-Based IT Arrangements	982,027	-	-
TOTAL OTHER FINANCING SOURCES	1,518,999	541,700	545,300
TOTAL REVENUE	19,471,821	19,844,300	20,541,600
TOTAL REVENUE AND BEG BALANCE	24,039,622	24,167,300	25,718,500
EXPENDITURES			
Virtual Learning Academy K-8	1,504,033	1,793,600	1,679,300
Virtual Learning Academy 9-12	926,818	1,014,700	1,341,700
Oakland Accelerated College Experience	750,191	1,092,100	1,302,400
Graduation Alliance	1,974,582	1,669,700	1,671,400
Foreign Exchange Program	109,502	115,400	139,200
Shared Services	13,872,444	12,976,600	14,093,600
Shared Services Administration	579,094	328,300	334,700
TOTAL EXPENDITURES	19,716,664	18,990,400	20,562,300
FUND EQUITY, END OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	9,460	9,500	9,500
Committed	4,313,498	5,167,400	5,146,700
TOTAL FUND EQUITY, END OF YEAR	4,322,958	5,176,900	5,156,200
TOTAL EXPEND AND ENDING BALANCE	24,039,622	24,167,300	25,718,500

OAKLAND SCHOOLS COOPERATIVE SERVICE FUND BUDGET
OAKLAND NETWORK FOR EDUCATION FUND 271
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	15,728	-	-
Committed	13,995,940	14,086,700	14,026,600
TOTAL FUND EQUITY, BEGINNING OF YEAR	14,011,668	14,086,700	14,026,600
REVENUE			
Operating Transfer In - GEF	413,400	413,400	413,400
Operating Transfer In - SEF	6,600	6,600	6,600
Operating Transfer In - CFEF	6,600	6,600	6,600
Operating Transfer In - HR/Finance Consortium	50,000	-	-
ONE Capital Outlay Fees	529,361	526,100	526,200
E-Rate Revenue	622,930	696,700	120,000
Earnings on Investment	692,803	604,500	516,500
Subscription-Based IT Arrangements	359,556	-	-
TOTAL REVENUE	2,681,250	2,253,900	1,589,300
TOTAL REVENUE AND BEG BALANCE	16,692,918	16,340,600	15,615,900
EXPENDITURES			
Expenditures	2,606,184	2,314,000	1,238,900
TOTAL EXPENDITURES	2,606,184	2,314,000	1,238,900
FUND EQUITY, END OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	-	-	-
Committed	14,086,734	14,026,600	14,377,000
TOTAL FUND EQUITY, END OF YEAR	14,086,734	14,026,600	14,377,000
TOTAL EXPEND AND ENDING BALANCE	16,692,918	16,340,600	15,615,900

OAKLAND SCHOOLS COOPERATIVE SERVICE FUND BUDGET
OAKLAND NETWORK FOR EDUCATION FUND 271
FISCAL YEAR 2025-26

PROGRAM DESCRIPTION			FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
221	XXXX	Literacy Essentials Oakland - CPDI	561,968	298,300	300,000
221	XXXX	Numeracy Initiative - CPDI	-	300,000	300,000
231	3170	Legal Fees	-	5,000	5,000
284	3190	Other Professional & Technical Services	282,493	205,000	150,000
284	3450	Copyright Fees/Software Licenses	-	133,200	193,900
284	4120	Equipment Repair & Maintenance	247,569	220,000	270,000
284	5990	Misc Supplies & Materials	1,261	10,000	10,000
284	6410	New Equip/Furniture - Depreciable	26,119	35,000	10,000
284	6940	Subscription-Based IT Arrangements (SBITA)	359,556	-	-
456	6220	ONE Infastructure	994,100	946,700	-
511	XXXX	Principal & Interest - SBITA	133,118	-	-
634	8270	ONE Fund Transfer to QSCB Fund 313	-	160,800	-
OAKLAND NETWORK FOR EDUCATION FUND TOTAL			2,606,184	2,314,000	1,238,900

OAKLAND SCHOOLS COOPERATIVE SERVICE FUND BUDGET
MEDICAID FUND 273
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	1,855	1,200	1,200
TOTAL FUND EQUITY, BEGINNING OF YEAR	1,855	1,200	1,200
REVENUE			
LOCAL SOURCES			
Medicaid Cost Recovery Fees	129,562	190,300	288,000
Medicaid Service Fees	13,858,836	13,303,400	13,303,400
Medicaid Service Fees - Caring 4 Students	725,959	906,200	859,600
Interest Earned	508,759	461,800	394,600
TOTAL LOCAL SOURCES	15,223,116	14,861,700	14,845,600
STATE SOURCES			
Section 147a(2) MPSERS Normal Cost Offset	14,402	15,700	15,700
Section 147a(3) MPSERS Cost Offset ISDs & Districts	3,768	3,600	-
Section 147a(4) MPSERS Cost Offset - Reduced UAAL	-	19,100	-
Section 147c(1) MPSERS UAAL Rate Stabilization	64,308	35,200	52,700
Section 147c(2) MPSERS One Time Deposit	-	8,000	-
Section 147e Employer DC Match	1,534	1,700	1,700
Section 147f MPSERS UAAL Rate Reimb	1,674	-	-
Section 147g MPSERS 3% Healthcare Reimbursement	-	6,900	-
TOTAL STATE SOURCES	85,686	90,200	70,100
FEDERAL SOURCES			
Medicaid Outreach Fees	1,037,395	1,412,800	1,412,800
TOTAL REVENUE	16,346,197	16,364,700	16,328,500
TOTAL REVENUE AND BEG BALANCE	16,348,052	16,365,900	16,329,700
EXPENDITURES			
Expenditures	16,346,833	16,364,700	16,328,500
TOTAL EXPENDITURES	16,346,833	16,364,700	16,328,500
FUND EQUITY, END OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	1,219	1,200	1,200
TOTAL FUND EQUITY, END OF YEAR	1,219	1,200	1,200
TOTAL EXPENDITURES AND ENDING BALANCE	16,348,052	16,365,900	16,329,700

OAKLAND SCHOOLS COOPERATIVE SERVICE FUND BUDGET
MEDICAID FUND 273
FISCAL YEAR 2025-26

			FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
SALARIES					
289	1390	Other Prof Business Salary	277,666	279,200	295,500
289	1620	Secretarial/Clerical/Bookkeeper	52,242	53,800	55,100
289	1760	Compensated Absences	7,524	3,000	3,000
		SALARIES TOTAL	**337,432**	**336,000**	**353,600**
EMPLOYEE BENEFITS					
289	2110	Group Life Insurance	258	300	300
289	2121	Long Term Disability	679	700	700
289	2122	Short Term Disability	819	900	1,200
289	2130	Group Health	60,203	61,900	67,700
289	2140	Dental Health Care	3,598	4,400	4,400
289	2150	Vision Care	403	400	400
289	2490	Other Prof Srvs for Employees	1,800	1,200	1,200
289	2820	Contr To Retirement Funds	92,949	99,000	94,200
289	2821	Defined Contr Employer	5,852	6,000	6,100
289	2822	Personal Health Care Fund	1,672	1,700	1,800
289	2823	Contr To Retirement Funds - UAAL	64,308	35,200	52,700
289	2824	Contr To Retirement 147c - UAAL	-	8,000	-
289	2825	MPSERS 147g 3% Health Reimbursement	-	6,900	-
289	2830	Employer Social Security	24,927	26,100	26,800
289	2840	Workers Compensation	366	500	400
		EMPLOYEE BENEFITS TOTAL	**257,834**	**253,200**	**257,900**
FACILITY OPERATIONS					
261	3190	Other Professional & Tech Serv	398	300	600
261	3410	Telephone	(757)	-	-
261	3830	Water & Sewage	154	100	200
261	3840	Waste & Trash Disposal	95	100	100
261	3910	Property & Liability	1,224	1,300	1,400
261	4110	Land/Bldg Repair & Maintenance	1,785	3,000	3,000
261	4111	Land/Build Rep & Maint	-	500	-
261	5510	Natural Gas	289	1,000	1,000
261	5520	Electricity	809	4,800	4,800
261	5990	Misc Supplies & Materials	68	200	200
261	6410	New Equipment/Furniture	51	1,100	1,100
511	7150	Lease Payment Principal & Interest	9,396	10,400	10,300
		FACILITY OPERATIONS TOTAL	**13,512**	**22,800**	**22,700**
OPERATIONS					
232	3170	Legal Services	-	2,100	-
284	6410	New Equipment/Furniture	3,203	3,300	3,300
284	6421	New Equipment - Computers	-	9,800	-
289	3190	Other Professional & Tech Serv	86,202	87,400	87,400
289	3210	Mileage Reimbursement	124	300	300
289	3220	Employee Reimburse (Conference)	5,440	3,600	3,600
289	3450	Copyright Fees	-	300	300

OAKLAND SCHOOLS COOPERATIVE SERVICE FUND BUDGET
MEDICAID FUND 273
FISCAL YEAR 2025-26

			FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
289	3490	Other Misc Communications	681	600	600
289	4121	Equipment Repair & Maint - Printing	714	1,500	1,500
289	5910	Office Supplies	-	500	500
289	5994	Misc Supplies & Materials - Printing	279	500	500
289	7410	Dues & Fees	150	200	200
289	9990	Indirect	19,200	20,200	20,300
411	8910	Transfers to LEAs - Medicaid Fees	13,858,708	13,303,400	13,303,400
411	8913	Transfers to LEAs - Outreach Fees	1,037,395	1,412,800	1,412,800
411	8914	Transfers to LEAs - Caring 4 Students	725,959	906,200	859,600
		OPERATIONS TOTAL	**15,738,055**	**15,752,700**	**15,694,300**
		MEDICAID FUND TOTAL	**16,346,833**	**16,364,700**	**16,328,500**

OAKLAND SCHOOLS COOPERATIVE SERVICE FUND BUDGET
HR/FINANCE CONSORTIUM FUND 277
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	-	-	-
Committed	474,576	645,200	770,500
TOTAL FUND EQUITY, BEGINNING OF YEAR	474,576	645,200	770,500
REVENUE			
LOCAL SOURCES			
District Consortium Fees	1,166,136	1,185,300	1,177,200
Earnings on Investment	53,124	48,000	41,000
TOTAL LOCAL SOURCES	1,219,260	1,233,300	1,218,200
STATE SOURCES			
Section 147a(2) MPSERS Normal Cost Offset	19,958	21,700	21,700
Section 147a(3) MPSERS Cost Offset ISDs & Districts	5,221	5,000	-
Section 147a(4) MPSERS Cost Offset - Reduced UAAL	-	26,500	-
Section 147c(1) MPSERS UAAL Rate Stabilization	89,113	48,800	82,600
Section 147c(2) MPSERS One Time Deposit	-	11,100	-
Section 147e MPSERS Employer DC Match	2,126	2,400	2,400
Section 147f MPSERS UAAL Rate Reimb	2,319	-	-
Section 147g MPSERS 3% Healthcare Reimbursement	-	8,700	-
TOTAL STATE SOURCES	118,737	124,200	106,700
OTHER FINANCING SOURCES			
Operating Transfer In - GEF (OS Fees)	25,000	25,000	25,000
Operating Transfer In - SEF (OS Fees)	12,500	12,500	12,500
Operating Transfer In - CFEF (OS Fees)	12,500	12,500	12,500
TOTAL OTHER FINANCING SOURCES	50,000	50,000	50,000
TOTAL REVENUE	1,387,997	1,407,500	1,374,900
TOTAL REVENUE AND BEG BALANCE	1,862,573	2,052,700	2,145,400
EXPENDITURES			
Expenditures	1,217,326	1,282,200	1,305,400
TOTAL EXPENDITURES	1,217,326	1,282,200	1,305,400
FUND EQUITY, END OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	-	-	-
Committed	645,247	770,500	840,000
TOTAL FUND EQUITY, END OF YEAR	645,247	770,500	840,000
TOTAL EXPEND AND ENDING BALANCE	1,862,573	2,052,700	2,145,400

OAKLAND SCHOOLS COOPERATIVE SERVICE FUND BUDGET
HR/FINANCE CONSORTIUM FUND 277
FISCAL YEAR 2025-26

		FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
SALARIES				
1510	Information Management	479,401	530,500	549,600
1760	Compensated Absences	8,072	6,000	6,000
	SALARIES TOTAL	**487,473**	**536,500**	**555,600**
EMPLOYEE BENEFITS				
2110	Life Insurance	378	500	500
2121	Long Term Disability	993	1,000	1,100
2122	Short Term Disability	1,545	1,500	2,100
2137	Group Health	42,507	49,000	54,100
2142	Dental Health Care	5,074	6,600	6,800
2152	Vision Care	605	400	400
2490	Prof Srvs For Employees	1,800	1,200	1,200
2820	Contr To Retirement	123,379	140,800	131,200
2821	Defined Contribution Emplr Match	15,893	16,600	17,000
2822	Personal Healthcare Fund	3,710	4,100	4,200
2823	Contr To Retirement Funds - UAAL	89,113	48,800	82,600
2824	Contr To Retirement 147c2 - UAAL	-	11,100	-
2825	MPSERS 174g 3% Health Reimbursement	-	8,700	-
2830	Social Security	36,278	40,400	42,100
2840	Workers' Compensation	512	700	300
2920	Cash In Lieu Of Benefits	5,300	4,900	4,600
2930	Cellphone Stipend	540	400	500
2950	Vacation Sale	-	-	-
	EMPLOYEE BENEFITS TOTAL	**327,627**	**336,700**	**348,700**
PURCHASED SERVICES				
3170	Legal Fees	9,630	-	-
3190	Other Professional & Technical Services	24,235	25,000	25,000
3191	Other Professional & Technical Services (PowerSchool)	-	20,000	20,000
3210	Mileage	192	1,500	1,500
3220	Conference Travel	7,608	4,300	4,300
3450	Copyright And Software Licenses	-	25,000	15,000
3610	Printing & Binding	4,238	4,500	4,500
3910	Property & General Liability	1,339	1,400	1,500
4140	Software Maintenance Agreements	138,787	145,200	145,200
	PURCHASED SERVICES TOTAL	**186,029**	**226,900**	**217,000**
SUPPLIES & MATERIALS				
5990	Misc Supplies & Materials	7,047	4,500	6,500
7410	Dues & Fees	550	1,200	1,200
8110	Operating Transfer - ONE Fund	50,000	-	-
8110	Operating Transfer - GEF Hosting Fee	127,000	127,000	127,000
8290	Payments to Districts	200	2,500	2,500
8915	Contingency	-	11,400	11,400
9990	Indirect	31,400	35,500	35,500
	SUPPLIES & MATERIALS TOTAL	**216,197**	**182,100**	**184,100**
	HR/FINANCE CONSORTIUM FUND TOTAL	**1,217,326**	**1,282,200**	**1,305,400**

OAKLAND SCHOOLS SCHOOL ACTIVITIES FUND BUDGET
SCHOOL ACTIVITIES FUND 290
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Committed	256,201	257,400	257,400
REVENUE			
Local Source Revenue - Other School Activity Income	191,880	180,000	180,000
TOTAL REVENUE AND BEGINNING BALANCE	448,081	437,400	437,400
EXPENDITURES			
Expenditures - Other Support Services	190,715	180,000	180,000
TOTAL EXPENDITURES	190,715	180,000	180,000
FUND EQUITY, END OF YEAR			
Committed	257,366	257,400	257,400
TOTAL EXPEND AND ENDING BALANCE	448,081	437,400	437,400

OAKLAND SCHOOLS DEBT SERVICE FUND BUDGET
2016 REFUNDING BONDS DEBT SERVICE FUND 311
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Restricted	6,487,917	7,643,100	8,793,100
REVENUE			
Interest Earned	317,608	315,400	269,500
Operating Transfer In - CFE	3,300,000	3,300,000	3,300,000
TOTAL REVENUE	3,617,608	3,615,400	3,569,500
TOTAL REVENUE AND BEGINNING BALANCE	10,105,525	11,258,500	12,362,600
EXPENDITURES			
Principal - Serial Bonds	1,460,000	1,535,000	1,610,000
Interest On Serial Bonds	1,001,900	928,900	852,200
Professional Services Fees	500	1,500	1,500
TOTAL EXPENDITURES	2,462,400	2,465,400	2,463,700
FUND EQUITY, END OF YEAR			
Restricted	7,643,125	8,793,100	9,898,900
TOTAL EXPEND AND ENDING BALANCE	10,105,525	11,258,500	12,362,600

OAKLAND SCHOOLS DEBT SERVICE FUND BUDGET
2010 QSCB DEFEASEMENT FUND 313
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Restricted	1,251,256	533,000	1,215,200
REVENUE			
Interest Earned	54,604	54,700	34,700
Operating Transfer In - GEF	-	105,900	-
Operating Transfer In - SEF	-	98,200	-
Operating Transfer In - CFE	-	915,100	-
Operating Transfer In - ONE Fund	-	160,800	-
Operating Transfer In - CPF 406	-	120,000	-
TOTAL REVENUE	54,604	1,454,700	34,700
TOTAL REVENUE AND BEGINNING BALANCE	1,305,860	1,987,700	1,249,900
EXPENDITURES			
Professional Services Fees	2,831	2,500	2,500
Transfer to DSF 314	770,000	770,000	770,000
TOTAL EXPENDITURES	772,831	772,500	772,500
FUND EQUITY, END OF YEAR			
Restricted	533,029	1,215,200	477,400
TOTAL EXPEND AND ENDING BALANCE	1,305,860	1,987,700	1,249,900

OAKLAND SCHOOLS DEBT SERVICE FUND BUDGET
2010 QSCB CONSTRUCTION RESERVE FUND 314
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Restricted	10,591,374	11,628,100	12,258,600
REVENUE			
Interest Earned / Unrealized Gain (Loss) on Investments	432,534	25,300	25,000
Federal Interest Subsidy	761,740	762,700	762,700
Operating Transfer In - Fund 313 QSCB Defeasement Fund	770,000	770,000	770,000
TOTAL REVENUE	1,964,274	1,558,000	1,557,700
TOTAL REVENUE AND BEGINNING BALANCE	12,555,648	13,186,100	13,816,300
EXPENDITURES			
Interest on Term Bond	925,000	925,000	925,000
Professional Services Fees	2,500	2,500	2,500
TOTAL EXPENDITURES	927,500	927,500	927,500
FUND EQUITY, END OF YEAR			
Restricted	11,628,148	12,258,600	12,888,800
TOTAL EXPEND AND ENDING BALANCE	12,555,648	13,186,100	13,816,300

OAKLAND SCHOOLS CAPITAL PROJECTS FUND BUDGET
CFE CAMPUS RENOVATIONS CAPITAL PROJECTS FUND - FUND 404
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	59,360	39,000	39,000
Committed	24,232,372	24,692,800	13,409,900
TOTAL FUND EQUITY, BEGINNING OF YEAR	24,291,732	24,731,800	13,448,900
REVENUE			
Interest Earned - Non Bond Proceeds	1,105,090	706,200	562,000
Operating Transfer In - CFEF	7,500,000	9,000,000	6,700,000
TOTAL REVENUE	8,605,090	9,706,200	7,262,000
TOTAL REVENUE AND BEG BALANCE	32,896,822	34,438,000	20,710,900
EXPENDITURES			
Expenditures	8,165,024	15,790,600	12,730,400
TOTAL EXPENDITURES	8,165,024	15,790,600	12,730,400
FUND EQUITY, END OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	39,008	39,000	39,000
Committed	24,692,790	18,608,400	7,941,500
TOTAL FUND EQUITY, END OF YEAR	24,731,798	18,647,400	7,980,500
TOTAL EXPEND AND ENDING BALANCE	32,896,822	34,438,000	20,710,900

OAKLAND SCHOOLS CAPITAL PROJECTS FUND
CFE CAMPUS RENOVATIONS CAPITAL PROJECTS FUND - FUND 404
FISCAL YEAR 2025-26

			FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
PHASE I CONSTRUCTION/RENOVATIONS					
261	4110	Land/Buildings Repairs/Maintenance	-	7,600	-
261	4220	Equipment Rental	1,495	2,000	-
456	3170	Legal Services	4,014	-	-
456	3190	Other Prof & Tech Serv	139,972	90,000	-
456	3191	Plan Review Fees	47,134	47,200	-
456	5990	Misc. Supplies	1,925	8,000	-
456	6220	Trade Contracts	3,701,504	5,136,600	-
456	6221	Bldg Alterations - Roofs	1,015,312	1,717,600	-
456	6224	AE Consulting Fees	494,848	178,200	-
456	6227	CM General Conditions	460,445	872,300	-
456	6229	CM Fees	141,504	216,000	-
456	6232	Construction Contingency	-	348,700	-
456	6233	Owner Contingency	-	452,800	-
456	6410	Facilities FF & E	78,143	286,300	-
456	6411	Technology FF & E for Renovations	-	300,000	-
TOTAL PHASE I CONSTRUCTION/RENOVATIONS			6,086,296	9,663,300	-
PHASE II CONSTRUCTION/RENOVATIONS					
456	6220	Bldg Alterations	-	1,214,700	1,822,100
456	6224	AE Consulting Fees	202,224	191,600	287,200
456	6227	CM General Conditions	-	207,300	311,000
456	6229	CM Fees	-	50,000	75,000
456	6232	Construction Contingency	-	251,400	377,200
456	6233	Owner Contingency	-	-	400,000
456	6411	Technology FF & E for Renovations	-	-	40,000
TOTAL PHASE II CONSTRUCTION/RENOVATIONS			202,224	1,915,000	3,312,500
PARKING LOT/GATE ACCESS RENOVATIONS					
452	6310	Improvements other than Bldg	-	925,400	3,701,700
452	6311	CM General Conditions	-	135,300	541,600
452	6312	CM Fees	-	35,700	142,700
452	6313	Construction Contingency	-	134,000	535,900
TOTAL PARKING LOT/GATE ACCESS RENOVATIONS			-	1,230,400	4,921,900
FACILITIES RENOVATIONS/REPAIRS					
261	4110	Land/Building Repairs/Maintenance	11,136	-	-
261	4120	Equipment Repairs/Maintenance	11,037	-	-
261	4220	Equipment Rental	4,330	-	-
261	6510	New Vehicles	5,169	181,400	470,800
284	4140	Software Maintenance Agreements	6,765	6,900	-
284	6410	Technology FF & E	400,471	-	486,000
284	6421	Equipment/Computers	-	1,069,200	1,069,200
452	6310	Improvements other than Bldg	-	7,000	-
456	3190	Other Prof & Tech Serv	18,186	10,000	10,000
456	4191	Other Repairs & Maintenance	7,080	-	-
456	6220	Bldg Alterations	165,082	610,000	560,000
456	6224	AE Consulting Fees	84,309	100,000	100,000
456	6410	New Equip/Furniture - Depreciable	289,353	543,400	608,000
456	6420	New Equip/Furniture - Non-Depreciable	31,480	-	40,000
TOTAL FACILITIES RENOVATIONS/REPAIRS			1,034,398	2,527,900	3,344,000

OAKLAND SCHOOLS CAPITAL PROJECTS FUND
CFE CAMPUS RENOVATIONS CAPITAL PROJECTS FUND - FUND 404
FISCAL YEAR 2025-26

			FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
INSTRUCTIONAL CAPITAL & STEMi					
456	6220	NAIS Bldg Alterations	-	-	700,000
456	6410	New Equip/Furniture - Depreciable	758,964	249,400	252,000
456	6420	New Equip/Furniture - Non-Depreciable	22,511	4,600	-
459	XXXX	STEMi Mobile Classroom	60,631	200,000	200,000
TOTAL INSTRUCTIONAL CAPITAL AND STEMi			842,106	454,000	1,152,000
		CAPITAL PROJECTS FUND TOTAL	8,165,024	15,790,600	12,730,400

OAKLAND SCHOOLS CAPITAL PROJECTS FUND BUDGET
ADMINISTRATION BUILDING RENOVATIONS - FUND 406
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
FUND EQUITY, BEGINNING OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	103,880	68,300	68,300
Committed	11,751,652	11,283,800	13,089,400
TOTAL FUND EQUITY, BEGINNING OF YEAR	11,855,532	11,352,100	13,157,700
REVENUE			
Interest Earned	602,545	422,600	361,100
Operating Transfer In - GEF	200,000	3,200,000	200,000
Operating Transfer In - SEF	96,000	96,000	96,000
Operating Transfer In - CFEF	104,000	104,000	104,000
TOTAL REVENUE	1,002,545	3,822,600	761,100
TOTAL REVENUE AND BEG BALANCE	12,858,077	15,174,700	13,918,800
EXPENDITURES			
Expenditures	1,505,993	2,017,000	3,358,100
TOTAL EXPENDITURES	1,505,993	2,017,000	3,358,100
FUND EQUITY, END OF YEAR			
Non-Spendable for Prepaids, Inventory, & Deposits	68,264	68,300	68,300
Committed	11,283,820	13,089,400	10,492,400
TOTAL FUND EQUITY, END OF YEAR	11,352,084	13,157,700	10,560,700
TOTAL EXPEND AND ENDING BALANCE	12,858,077	15,174,700	13,918,800

OAKLAND SCHOOLS CAPITAL PROJECTS FUND BUDGET
ADMINISTRATION BUILDING RENOVATIONS - FUND 406
FISCAL YEAR 2025-26

				FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
ROOF REPLACEMENT						
456	4100	3190	Other Prof & Tech Services - Roof	1,925	-	-
456	4200	3190	Other Prof & Tech Services - Roof	924	-	-
456	4600	3190	Other Prof & Tech Services - Roof	1,001	-	-
456	4100	6221	Building Improvements-Roof	-	412,300	618,500
456	4200	6221	Building Improvements-Roof	-	197,900	296,900
456	4600	6221	Building Improvements-Roof	-	214,400	321,600
456	4100	6224	A/E Consulting Fees-Roof	-	24,000	-
456	4200	6224	A/E Consulting Fees-Roof	-	11,500	-
456	4600	6224	A/E Consulting Fees-Roof	-	12,500	-
456	4100	6227	CM General Conditions-Roof	-	35,500	53,100
456	4200	6227	CM General Conditions-Roof	-	17,000	25,500
456	4600	6227	CM General Conditions-Roof	-	18,400	27,700
456	4100	6229	CM Fees-Roof	-	13,600	20,400
456	4200	6229	CM Fees-Roof	-	6,500	9,800
456	4600	6229	CM Fees-Roof	-	7,100	10,600
456	4100	6232	Contingency-Roof	-	41,200	61,900
456	4200	6232	Contingency-Roof	-	19,800	29,700
456	4600	6232	Contingency-Roof	-	21,400	32,200
TOTAL ROOF REPLACEMENT				3,850	1,053,100	1,507,900
GENERAL CAPITAL PROJECTS						
261	4100	4110	Land/Buildings Repairs/Maintenance	17,992	-	-
261	4200	4110	Land/Buildings Repairs/Maintenance	8,636	-	-
261	4600	4110	Land/Buildings Repairs/Maintenance	9,356	-	-
261	4100	4120	Equipment Repairs/Maintenance	7,261	-	-
261	4200	4120	Equipment Repairs/Maintenance	3,522	-	-
261	4600	4120	Equipment Repairs/Maintenance	3,739	-	-
261	4100	4220	Equipment Rentals	3,599	-	-
261	4200	4220	Equipment Rentals	1,728	-	-
261	4600	4220	Equipment Rentals	1,872	-	-
261	4100	6510	New Vehicles - Depreciable	83,562	-	-
261	4200	6510	New Vehicles - Depreciable	40,110	-	-
261	4600	6510	New Vehicles - Depreciable	43,452	-	-
284	4100	4140	Softeware Maintenance Agreements	1,021	1,100	1,100
284	4200	4140	Softeware Maintenance Agreements	490	500	500
284	4600	4140	Softeware Maintenance Agreements	531	600	600
284	4100	6410	New Furniture & Equipment - Depreciable	96,764	254,800	820,000
284	4200	6410	New Furniture & Equipment - Depreciable	45,927	122,300	393,600
284	4600	6410	New Furniture & Equipment - Depreciable	48,270	132,500	426,400
452	4100	6310	Improvements Other Than Bldg	412,577	-	5,000
452	4200	6310	Improvements Other Than Bldg	195,179	-	2,400
452	4600	6310	Improvements Other Than Bldg	211,444	-	2,600
456	4100	3190	Other Prof & Tech Services	11,805	1,500	1,500
456	4200	3190	Other Prof & Tech Services	5,667	700	700
456	4600	3190	Other Prof & Tech Services	6,139	800	800
456	4100	6220	Building Improvements	3,481	115,000	92,500
456	4200	6220	Building Improvements	1,671	55,200	44,400
456	4600	6220	Building Improvements	1,810	59,800	48,100
456	4100	6224	A/E Consulting Fees	32,070	-	-
456	4200	6224	A/E Consulting Fees	15,394	-	-
456	4600	6224	A/E Consulting Fees	16,676	-	-
456	4100	6410	New Furniture & Equipment - Depreciable	78,326	-	5,000
456	4200	6410	New Furniture & Equipment - Depreciable	37,597	-	2,400
456	4600	6410	New Furniture & Equipment - Depreciable	40,730	-	2,600
456	4100	6420	New Furniture & Equipment - Non-Depreciable	6,872	49,500	-

OAKLAND SCHOOLS CAPITAL PROJECTS FUND BUDGET
ADMINISTRATION BUILDING RENOVATIONS - FUND 406
FISCAL YEAR 2025-26

				FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
456	4200	6420	New Furniture & Equipment - Non-Depreciable	3,299	23,800	-
456	4600	6420	New Furniture & Equipment - Non-Depreciable	3,574	25,800	-
634	4100	8110	Transfer to Fund 313	-	60,000	-
634	4200	8110	Transfer to Fund 313	-	28,800	-
634	4600	8110	Transfer to Fund 313	-	31,200	-
TOTAL GENERAL CAPITAL PROJETS				1,502,143	963,900	1,850,200
			CAPITAL PROJECTS FUND TOTAL	1,505,993	2,017,000	3,358,100

OAKLAND SCHOOLS PRODUCTION PRINTING ENTERPRISE FUND - FUND 710
REVENUE AND EXPENSE BUDGET
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
NET POSITION, BEGINNING OF YEAR			
Net Investment in Capital Assets	13,172	56,900	56,900
Unrestricted Net Position	(806,232)	(883,900)	(954,400)
TOTAL NET POSITION, BEGINNING OF YEAR	(793,060)	(827,000)	(897,500)
OPERATING REVENUE			
Production Printing - External services	1,121,243	850,000	350,000
Production Printing - Internal services	357,696	450,000	540,000
Fingerprinting Revenue	87,461	88,000	100,000
Section 147a(2) MPSERS Normal Cost Offset	17,900	19,500	19,500
Section 147a(3) MPSERS Cost Offset ISDs & Districts	4,683	4,500	-
Section 147a(4) MPSERS Cost Offset - Reduced UAAL	-	23,800	-
Section 147c(1) MPSERS UAAL Rate Stabilization	79,926	43,800	41,000
Section 147c(2) MPSERS One Time Deposit	-	9,900	-
Section 147e MPSERS Employer DC Match	1,907	2,100	2,100
Section 147f MPSERS UAAL Rate Reimb	2,081	-	-
Section 147g MPSERS 3% Healthcare Reimbursement	-	7,100	-
Interest on Investments	13,909	9,100	7,800
Miscellaneous & Other	85,752	-	-
TOTAL OPERATING REVENUE	1,772,558	1,507,800	1,060,400
TOTAL OPERATING REVENUE AND BEG BALANCE	979,498	680,800	162,900
OPERATING EXPENSES	1,806,521	1,578,300	1,056,700
NET POSITION, END OF YEAR			
Net Investment in Capital Assets	56,895	56,900	56,900
Unrestricted Net Position	(883,918)	(954,400)	(950,700)
TOTAL NET POSITION, END OF YEAR	(827,023)	(897,500)	(893,800)

OAKLAND SCHOOLS PRODUCTION PRINTING ENTERPRISE FUND - FUND 710
EXPENSE BUDGET SUMMARY
FISCAL YEAR 2025-26

			FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
SALARIES					
	1170	Department Director	41,934	90,200	93,000
	1620	Secretary/Clerical	231,891	169,700	178,900
	1760	Compensated Absences	11,521	6,000	6,000
	1841	Temporary Retirees	9,568	13,000	13,000
	1990	Overtime Salaries	1,505	2,000	2,000
		SALARIES TOTAL	296,419	280,900	292,900
EMPLOYEE BENEFITS					
	2110	Life Insurance	211	100	200
	2121	Long Term Disability	554	400	500
	2122	Short Term Disability	904	800	1,000
	2137	Group Health	55,255	54,600	59,000
	2142	Dental Health Care	4,999	6,000	6,000
	2152	Vision Care	569	600	600
	2490	Other Prof Srvs For Employees	1,800	7,800	7,800
	2820	Contr To Retirement Funds	81,729	80,000	79,900
	2821	Defined Contribution Emplr Match	634	500	600
	2822	Personal Healthcare Fund	36	-	-
	2823	Contr To Retirement Funds - UAAL	79,926	43,800	41,000
	2824	Contr To Retirement - 147c2 UAAL	-	9,900	-
	2825	MPSERS 147g 3% Health Reimb	-	7,100	-
	2830	Social Security	20,712	19,800	20,700
	2840	Workers Compensation	308	500	100
	2920	Cash In Lieu of Benefits	1,125	1,500	2,000
		EMPLOYEE BENEFITS TOTAL	248,762	233,400	219,400
PURCHASED SERVICES					
	3140	Staff Services	62,255	65,000	62,000
	3198	Other Tech & Prof Srvs	27,996	15,000	15,000
	3210	Mileage Reimbursement	41	-	100
	3430	Postage	377,088	390,000	60,000
	3450	Copyright Fees/Software Lic.	16,961	18,200	14,500
	3490	Other Misc Communication	-	200	200
	4120	Equipment Repair/Maintenance	84,714	100,000	90,000
		PURCHASED SERVICES TOTAL	569,055	588,400	241,800
SUPPLIES & OTHER					
259	5690	Other Resale	358,374	250,000	110,000
259	5990	Misc Supplies/Materials	10,329	11,000	11,000
259	6421	New Equip/Furn - Non-Depreciable	4,398	-	-
259	7410	Dues And Fees	9,375	9,000	9,000
259	7910	Miscellaneous Expenditures	299	-	-
259	9990	Indirect	46,000	52,100	28,000
284	6410	Tech Service Equip - Depreciable	9,747	5,000	10,000
284	6421	New Equip/Furn - Non-Depreciable	-	19,000	7,000
511	7250	Lease Payment Interest	39,080	-	-
711	7710	Amortization and Depreciation	30,958	39,600	39,600
711	7720	Amortization - Right to Use Property	113,867	-	-
		SUPPLIES & OTHER TOTAL	622,427	385,700	214,600
FACILITIES					
261	3190	Other Professional & Tech Srvs	4,441	3,900	3,000
261	3410	Telephone	(1,745)	3,200	500

OAKLAND SCHOOLS PRODUCTION PRINTING ENTERPRISE FUND - FUND 710
EXPENSE BUDGET SUMMARY
FISCAL YEAR 2025-26

			FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
261	3830	Water & Sewage	1,692	3,100	1,800
261	3840	Waste & Trash Disposal	1,043	800	800
261	3910	Property & Liability	3,802	4,000	4,300
261	4110	Land/Bldg Repair & Maintenance	17,821	14,500	14,500
261	4111	Land/Bldg Repair & Maintenance	1,765	2,500	2,500
261	5510	Natural Gas	5,336	5,500	6,200
261	5520	Electricity	34,349	40,000	42,000
261	5990	Misc Supplies/Materials	796	600	600
261	6410	New Equip/Furniture	558	11,800	11,800
		FACILITIES TOTAL	69,858	89,900	88,000
		TOTAL OPERATING EXPENSES	1,806,521	1,578,300	1,056,700

OAKLAND SCHOOLS INTERNAL SERVICES FUND BUDGET
RISK RELATED ACTIVITY FUND - FUND 810
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
Net Position, Beginning of Year			
Claim Fluctuation Reserve - Health Care Insurance	100,000	100,000	-
Claim Fluctuation Reserve - Dental Insurance	276,800	276,800	-
Claim Fluctuation Reserve - Vision Insurance	31,000	31,000	-
Claim Fluctuation Reserve - Life Insurance	1,700	1,800	-
Claim Fluctuation Reserve - Short/Long Term Disability Insurance	11,700	11,800	-
Claim Fluctuation Reserve - Workers Compensation Insurance	15,000	35,000	-
Claim Fluctuation Reserve - Unemployment Insurance	50,000	50,000	-
Claim Fluctuation Reserve - General Liability Insurance	900	1,500	-
Claim Fluctuation Reserve - Errors & Omissions Insurance	300	300	-
Claim Fluctuation Reserve - Professional Liability	680,000	720,000	1,200,000
Claim Fluctuation Reserve - Cyber Liability	1,000,000	1,000,000	1,278,400
Claim Fluctuation Reserve - Building, Vehicle & Other Insurance	6,600	7,900	-
Contingency Reserve - W/C Settlements	100,000	100,000	-
Contingency Reserve - P/C Settlements	72,900	72,900	50,000
Contingency Reserve - Wellbeing	15,000	-	-
Unrestricted Net Position	239,200	402,700	450,000
Total Net Position, Beginning of Year	2,601,100	2,811,700	2,978,400
Operating Revenues			
Compensated Absences	513,713	600,000	600,000
Healthcare Contribution	6,683,692	7,311,000	7,998,200
Health Ins. Opt Out	305,796	323,600	323,600
Health Ins. Non-Cap/Other	179,900	209,500	213,300
Dental Contribution	679,305	664,000	703,200
Vision Contribution	68,281	69,000	73,100
Life Ins. Contribution	36,100	39,500	41,800
LTD Ins. Contribution	96,197	97,400	103,100
STD Ins. Contribution	140,568	149,700	158,400
Worker Compensation Contribution	90,047	129,300	43,000
Unemployment Contribution	20,834	23,000	23,000
General Liability Contribution	30,138	36,700	39,600
Errors & Omissions Liability Contribution	5,709	6,900	7,500
Professional Liability Contribution	40,000	40,000	40,000
Building, Vehicle & Other Insurance Contribution	159,769	169,000	183,500
Cyber Liability Contribution	111,225	111,300	120,200
Wellbeing Program	-	-	-
Safety Program	2,200	-	-
Investment Income	220,596	195,500	167,100
TOTAL REVENUE	9,384,070	10,175,400	10,838,600
Operating Expenses			
Compensated Absences	518,433	600,000	600,000
Health Insurance	6,683,692	7,311,000	7,998,200
Health Ins. opt out	305,796	323,600	323,600
Benefits Specialist Wages	80,061	82,700	87,200
Benefits Specialist Benefits	48,322	46,800	46,100
Wellbeing program	64,654	70,000	70,000
Benefits administration	53,206	80,000	80,000
Dental Insurance	679,305	665,900	703,200
Vision Insurance	68,281	69,200	73,100
Life Insurance	36,000	39,600	41,800
LTD Insurance	95,997	97,600	103,100
STD Insurance	140,636	150,000	158,400
Worker Compensation Insurance	70,031	109,500	43,000

OAKLAND SCHOOLS INTERNAL SERVICES FUND BUDGET
RISK RELATED ACTIVITY FUND - FUND 810
FISCAL YEAR 2025-26

	FY 2024 ACTUAL	FY 2025 AMENDMENT 2 BUDGET	FY 2026 PROPOSED BUDGET
Unemployment	20,834	23,000	23,000
General Liability Insurance	29,560	36,700	39,600
Errors & Omissions Liability Insurance	5,723	6,900	7,500
Building, Vehicle & Other Insurance	158,447	169,900	183,500
Cyber Insurance	111,225	111,300	120,200
Safety Program	3,284	15,000	15,000
Total Operating Expenses	9,173,487	10,008,700	10,716,500
Net Operating Profit	**210,583**	**166,700**	**122,100**
Net Position, End of Year			
Claim Fluctuation Reserve - Health Care Insurance	100,000	-	-
Claim Fluctuation Reserve - Dental Insurance	276,800	-	-
Claim Fluctuation Reserve - Vision Insurance	31,000	-	-
Claim Fluctuation Reserve - Life Insurance	1,800	-	-
Claim Fluctuation Reserve - Short/Long Term Disability Insurance	11,832	-	-
Claim Fluctuation Reserve - Workers Compensation Insurance	35,016	-	-
Claim Fluctuation Reserve - Unemployment Insurance	50,000	-	-
Claim Fluctuation Reserve - General Liability Insurance	1,478	-	-
Claim Fluctuation Reserve - Errors & Omissions Insurance	286	-	-
Claim Fluctuation Reserve - Professional Liability	720,000	1,200,000	1,240,000
Claim Fluctuation Reserve - Cyber Liability	1,000,000	1,278,400	1,278,400
Claim Fluctuation Reserve - Building, Vehicle & Other Insurance	7,922	-	-
Contingency Reserve - W/C Settlements	100,000	-	-
Contingency Reserve - P/C Settlements	72,900	50,000	50,000
Unrestricted Net Position	402,664	450,000	532,100
Total Net Position, End of Year	2,811,698	2,978,400	3,100,500
RRAF Informational Notes - End of Year Balance Sheet Accruals:			
Provision for Compensated Absences - GEF	859,180	859,200	859,200
Provision for Compensated Absences - SEF	719,850	719,800	719,800
Provision for Compensated Absences - CFEF	990,278	990,300	990,300
Provision for Compensated Absences - PPEF	24,941	24,900	24,900
Provision for Compensated Absences - Medicaid	28,233	28,200	28,200
Provision for Compensated Absences - HR/FIN Consortium	34,161	34,200	34,200
Provision for Compensated Absences - Shared Services/Tuition Prog.	591,414	591,400	591,400
Provision for Compensated Absences - FICA	248,476	248,500	248,500
Total Provision for Compensated Absences	3,496,533	3,496,500	3,496,500

Oakland Schools **Capital Outlay Needs 5-Year Plan** **by Funding Source**	Fund Number	Ending Fund Balance 6/30/2024	Projected Needs 2024-25	Projected Needs 2025-26	Projected Needs 2026-27	Projected Needs 2027-28	Projected Needs 2028-29	Projected Needs 2029-30	Total Projected Needs FY25-FY30	Net Transfers In/Out FY25-FY30	Estimated Fund Balance Surplus (Deficit) 6/30/2030
I.T. Refresh/Capital Projects GEF (A)	100	N/A	$ 708,400	$ 450,000	$ 10,000	$ 198,250	$ 200,000	$ 200,000	$ 1,766,650	$ -	N/A
I.T. Refresh/Capital Projects SEF (A)	200	N/A	$ 354,200	$ 225,000	$ 5,000	$ 99,125	$ 100,000	$ 100,000	$ 883,325	$ -	N/A
I.T. Refresh/Capital Projects CFEF (A)	600	N/A	$ 354,200	$ 225,000	$ 5,000	$ 99,125	$ 100,000	$ 100,000	$ 883,325	$ -	N/A
Special Ed Assistive Tech + other capital needs	200	N/A	$ 300,000	$ 300,000	$ 300,000	$ 300,000	$ 300,000	$ 300,000	$ 1,800,000	$ -	N/A
Summit	200/273/710	N/A	$ 70,000	$ 204,000	$ 96,800	$ 95,000	$ 61,000	$ 31,000	$ 557,800	$ -	N/A
O.N.E.	271	N/A	$ -	$ -	$ 2,000,000	$ -	$ -	$ -	$ 2,000,000	$ -	N/A
VLAC K-8 & 9-12	270	N/A	$ 100,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 80,000	$ 500,000	$ -	N/A
ACE	270	N/A	$ 27,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 127,000	$ -	N/A
Capital Projects CFEF	404	$ 24,731,800	$ 18,076,900	$ 17,235,200	$ 6,015,800	$ 12,638,500	$ 14,980,900	$ 3,788,000	$ 72,735,300	$ 39,700,000	$ (8,303,500)
Capital Projects Admin Bldg	406	$ 11,352,100	$ 2,031,800	$ 3,402,900	$ 2,341,900	$ 1,210,000	$ 736,000	$ 815,600	$ 10,538,200	$ 2,400,000	$ 3,213,900
PP&G	710*	$ (827,000)	$ 210,600	$ 180,000	$ 162,300	$ 168,500	$ 150,000	$ 204,300	$ 1,075,700	$ -	$ (1,902,700)
Totals			**$ 22,233,100**	**$ 22,322,100**	**$ 11,036,800**	**$ 14,908,500**	**$ 16,727,900**	**$ 5,638,900**	**$ 92,867,300**	**$ 42,100,000**	**$ (6,992,300)**

**PPG fund balance includes the impact of GASB 68/75.*

Oakland Schools Capital Outlay 10-Year Plan School Fiscal Years 2025-34		2026								
		Main Campus	NE Campus	NW Campus	SE Campus	SW Campus	PP&G	Summit	Instr/Curr Programs	2026 TOTAL
Facilities Operations Projects	HVAC Upgrades		$ 341,500		$ 1,128,500	$ 376,900				**$ 1,846,900**
	Lighting & Energy Efficiency Upgrades		$ 471,600	$ 543,500	$ 683,100	$ 524,600				**$ 2,222,800**
	Painting									**$ -**
	Parking Lot Repaving		$ 1,172,400	$ 1,147,800	$ 1,310,400	$ 1,291,300				**$ 4,921,900**
	Phase I Sec. Ent. (Security, Card Access, Fire)									**$ -**
	Phase II (Painting, Floors, Aesthetics)		$ 722,000	$ 956,000	$ 850,000	$ 333,000				**$ 2,861,000**
	Roof Replacement	$ 1,507,900			$ 1,016,800					**$ 2,524,700**
	Safety/Security	$ 50,000								**$ 50,000**
Facilities Operations Routine Maintenance	Asphalt Repairs									**$ -**
	Building Updates	$ 100,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 200,000**
	Concrete Repairs/Replacement/Leveling	$ 10,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000				**$ 30,000**
	Custodial/Maintenance Equipment		$ 35,000	$ 35,000	$ 35,000	$ 35,000				**$ 140,000**
	Electrical Updates	$ 5,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				**$ 45,000**
	Exterior - Brick Tuck-Pointing		$ 35,000	$ 35,000	$ 35,000	$ 35,000				**$ 140,000**
	Flooring Updates	$ 50,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000		$ 50,000		**$ 140,000**
	Furniture/Equipment	$ 10,000	$ 92,000	$ 92,000	$ 92,000	$ 92,000				**$ 378,000**
	Grounds									**$ -**
	HVAC Maintenance	$ 25,000		$ 25,000						**$ 50,000**
	Lighting & Energy Maintenance	$ 5,000								**$ 5,000**
	Plumbing		$ 15,000	$ 15,000	$ 15,000	$ 15,000				**$ 60,000**
	Program Refresh		$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 100,000**
	Roof Repair		$ 5,000	$ 5,000		$ 5,000				**$ 15,000**
	Safety/Security		$ 10,000	$ 10,000	$ 10,000	$ 10,000				**$ 40,000**
	Vehicles		$ 62,600	$ 62,600	$ 172,700	$ 172,700				**$ 470,600**
	Sub-total Facilities Operations	$ 1,762,900	$ 3,037,100	$ 3,001,900	$ 5,423,500	$ 2,965,500	$ -	$ 50,000	$ -	**$ 16,240,900**
PP&G	Production Print & Graphics						$ 162,000			**$ 162,000**
	Sub-total PP&G	$ -	$ -	$ -	$ -	$ -	$ 162,000	$ -	$ -	**$ 162,000**
Student Services & Special Pops	ACE								$ 20,000	**$ 20,000**
	Program Refresh (Instructional Equipment)		$ 63,000	$ 63,000	$ 63,000	$ 63,000				**$ 252,000**
	Repair/Replacement		$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 100,000**
	STEMi				$ 200,000					**$ 200,000**
	NAIS (SE)				$ 700,000					**$ 700,000**
	Robotics (Location TBD)									**$ -**
	Special Ed Assistive Tech + Other Cap Needs								$ 300,000	**$ 300,000**
	VLAC K-8/ 9-12								$ 80,000	**$ 80,000**
	Sub-total Student Services	$ -	$ 88,000	$ 88,000	$ 988,000	$ 88,000	$ -	$ -	$ 400,000	**$ 1,652,000**
Technology Services	Audio Video Equipment Upgrades	$ 200,000	$ 72,300	$ 72,300	$ 72,300	$ 72,300				**$ 489,200**
	Battery Replacements (UPS for Data Center)	$ 120,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000		$ 3,000		**$ 203,000**
	Cabling Services	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000		$ 25,000		**$ 275,000**
	CFEF Desktops/Laptops/Labs		$ 100,000	$ 100,000	$ 100,000	$ 100,000				**$ 400,000**
	CFEF Mobile Devices		$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 100,000**
	CFEF Network Electronics									**$ -**
	Communications Channel	$ 700,000								**$ 700,000**
	Copier/Printer Replacements									
	Emerging Technologies (equip test/demo)	$ 100,000								**$ 100,000**
	ONE Network Electronics									**$ -**
	OS Backup									**$ -**
	OS Desktops/Laptops/Labs/Mobile Devices	$ 200,000								**$ 200,000**
	OS Network Electronics									
	OS SAN	$ 520,000	$ 56,000	$ 48,000	$ 56,000	$ 56,000	$ 8,000	$ 56,000		**$ 800,000**
	OS Security (Firewalls/Filtering)	$ 650,000	$ 70,000	$ 60,000	$ 70,000	$ 70,000	$ 10,000	$ 70,000		**$ 1,000,000**
	OS Servers Incl Virtual/OS Voice Upgrade									**$ -**
	OS Telecomm/Enterprise Software Licensing									**$ -**
	Sub-total T.S.	$ 2,540,000	$ 393,300	$ 375,300	$ 393,300	$ 393,300	$ 18,000	$ 154,000	$ -	**$ 4,267,200**
	GRAND TOTAL	**$ 4,302,900**	**$ 3,518,400**	**$ 3,465,200**	**$ 6,804,800**	**$ 3,446,800**	**$ 180,000**	**$ 204,000**	**$ 400,000**	**$ 22,322,100**

Oakland Schools Capital Outlay 10-Year Plan School Fiscal Years 2025-34		2027								
		Main Campus	NE Campus	NW Campus	SE Campus	SW Campus	PP&G	Summit	Instr/Curr Programs	2027 TOTAL
Facilities Operations Projects	HVAC Upgrades	$ 1,000,000								$ 1,000,000
	Lighting & Energy Efficiency Upgrades		$ 371,600	$ 443,500	$ 580,100	$ 424,600				$ 1,819,800
	Painting		$ 50,000	$ 50,000	$ 50,000	$ 50,000				$ 200,000
	Parking Lot Repaving									$ -
	Phase I Sec. Ent. (Security, Card Access, Fire)									$ -
	Phase II (Painting, Floors, Aesthetics)							$ 5,000		$ 5,000
	Roof Replacement									$ -
	Safety/Security									
Facilities Operations Routine Maintenance	Asphalt Repairs		$ 5,000	$ 5,000	$ 5,000	$ 5,000				$ 20,000
	Building Updates	$ 100,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000				$ 200,000
	Concrete Repairs/Replacement/Leveling	$ 10,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000				$ 30,000
	Custodial/Maintenance Equipment		$ 15,000	$ 15,000	$ 15,000	$ 15,000				$ 60,000
	Electrical Updates	$ 5,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				$ 45,000
	Exterior - Brick Tuck-Pointing									$ -
	Flooring Updates	$ 25,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				$ 65,000
	Furniture/Equipment	$ 40,000	$ 35,000	$ 35,000	$ 35,000	$ 35,000		$ 5,000		$ 185,000
	Grounds		$ 2,000	$ 2,000	$ 2,000	$ 2,000				$ 8,000
	HVAC Maintenance	$ 30,000	$ 25,000	$ 28,000	$ 25,000	$ 25,000				$ 133,000
	Lighting & Energy Maintenance									$ -
	Plumbing	$ 10,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000				$ 70,000
	Program Refresh		$ 25,000	$ 25,000	$ 25,000	$ 25,000				$ 100,000
	Roof Repair		$ 5,000	$ 5,000	$ 5,000	$ 5,000				$ 20,000
	Safety/Security	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				$ 50,000
	Vehicles									$ -
	Sub-total Facilities Operations	$ 1,230,000	$ 608,600	$ 683,500	$ 817,100	$ 661,600	$ -	$ 10,000	$ -	$ 4,010,800
PP&G	Production Print & Graphics						$ 150,000			$ 150,000
	Sub-total PP&G	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ -	$ -	$ 150,000
Student Services & Special Pops	ACE								$ 20,000	$ 20,000
	Program Refresh (Instructional Equipment)		$ 63,000	$ 63,000	$ 63,000	$ 63,000				$ 252,000
	Repair/Replacement		$ 25,000	$ 25,000	$ 25,000	$ 25,000				$ 100,000
	STEMi				$ 200,000					$ 200,000
	NAIS (SE)			$ 400,000						$ 400,000
	Robotics (Location TBD)					$ 1,000,000				$ 1,000,000
	Special Ed Assistive Tech + Other Cap Needs								$ 300,000	$ 300,000
	VLAC K-8/ 9-12								$ 80,000	$ 80,000
	Sub-total Student Services	$ -	$ 88,000	$ 488,000	$ 288,000	$ 1,088,000	$ -	$ -	$ 400,000	$ 2,352,000
Technology Services	Audio Video Equipment Upgrades	$ 100,000								$ 100,000
	Battery Replacements (UPS for Data Center)									$ -
	Cabling Services	$ 1,000	$ 500	$ 500	$ 500	$ 500		$ 1,000		$ 4,000
	CFEF Desktops/Laptops/Labs		$ 100,000	$ 100,000	$ 100,000	$ 100,000				$ 400,000
	CFEF Mobile Devices		$ 25,000	$ 25,000	$ 25,000	$ 25,000				$ 100,000
	CFEF Network Electronics		$ 143,800	$ 143,600	$ 143,800	$ 143,800				$ 575,000
	Communications Channel									$ -
	Copier/Printer Replacements									
	Emerging Technologies (equip test/demo)	$ 100,000								$ 100,000
	ONE Network Electronics	$ 2,000,000								$ 2,000,000
	OS Backup	$ 195,000	$ 21,000	$ 18,000	$ 21,000	$ 21,000	$ 3,000	$ 21,000		$ 300,000
	OS Desktops/Laptops/Labs/Mobile Devices	$ 20,000								$ 20,000
	OS Network Electronics	$ 390,900					$ 4,300	$ 29,800		$ 425,000
	OS SAN									$ -
	OS Security (Firewalls/Filtering)									
	OS Servers Incl Virtual/OS Voice Upgrade	$ 325,000	$ 35,000	$ 30,000	$ 35,000	$ 35,000	$ 5,000	$ 35,000		$ 500,000
	OS Telecomm/Enterprise Software Licensing									$ -
	Sub-total T.S.	$ 3,131,900	$ 325,300	$ 317,100	$ 325,300	$ 325,300	$ 12,300	$ 86,800	$ -	$ 4,524,000
	GRAND TOTAL	$ 4,361,900	$ 1,021,900	$ 1,488,600	$ 1,430,40	$ 2,074,900	$ 162,300	$ 96,800	$ 400,000	$ 11,036,800

Oakland Schools Capital Outlay 10-Year Plan School Fiscal Years 2025-34		2028								
		Main Campus	NE Campus	NW Campus	SE Campus	SW Campus	PP&G	Summit	Instr/Curr Programs	2028 TOTAL
Facilities Operations Projects	HVAC Upgrades		$ 1,566,000	$ 525,200	$ 1,523,500	$ 197,000				**$ 3,811,700**
	Lighting & Energy Efficiency Upgrades		$ 718,600	$ 831,100	$ 1,049,400	$ 832,700				**$ 3,431,800**
	Painting	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000				**$ 250,000**
	Parking Lot Repaving									**$ -**
	Phase I Sec. Ent. (Security, Card Access, Fire)									**$ -**
	Phase II (Painting, Floors, Aesthetics)									**$ -**
	Roof Replacement				$ 1,151,000					**$ 1,151,000**
	Safety/Security									
Facilities Operations Routine Maintenance	Asphalt Repairs	$ 25,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000				**$ 45,000**
	Building Updates	$ 50,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000				**$ 130,000**
	Concrete Repairs/Replacement/Leveling	$ 20,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000				**$ 40,000**
	Custodial/Maintenance Equipment		$ 20,000	$ 20,000	$ 20,000	$ 20,000				**$ 80,000**
	Electrical Updates	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				**$ 50,000**
	Exterior - Brick Tuck-Pointing									**$ -**
	Flooring Updates	$ 50,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				**$ 90,000**
	Furniture/Equipment	$ 25,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000		$ 5,000		**$ 190,000**
	Grounds		$ 2,000	$ 2,000	$ 2,000	$ 2,000				**$ 8,000**
	HVAC Maintenance	$ 50,000								**$ 50,000**
	Lighting & Energy Maintenance	$ 10,000								**$ 10,000**
	Plumbing	$ 10,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000				**$ 90,000**
	Program Refresh	$ -	$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 100,000**
	Roof Repair		$ 5,000	$ 5,000		$ 5,000				**$ 15,000**
	Safety/Security	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000		$ 10,000		**$ 60,000**
	Vehicles									**$ -**
	Sub-total Facilities Operations	$ 310,000	$ 2,506,600	$ 1,578,300	$ 3,940,900	$ 1,251,700	$ -	$ 15,000	$ -	**$ 9,602,500**
PP&G	Production Print & Graphics						$ 150,000			**$ 150,000**
	Sub-total PP&G	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ -	$ -	**$ 150,000**
Student Services & Special Pops	ACE								$ 20,000	**$ 20,000**
	Program Refresh (Instructional Equipment)		$ 63,000	$ 63,000	$ 63,000	$ 63,000				**$ 252,000**
	Repair/Replacement		$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 100,000**
	STEMi		$ 200,000							**$ 200,000**
	NAIS (SE)									**$ -**
	Robotics (Location TBD)					$ 2,000,000				**$ 2,000,000**
	Special Ed Assistive Tech + Other Cap Needs								$ 300,000	**$ 300,000**
	VLAC K-8/ 9-12								$ 80,000	**$ 80,000**
	Sub-total Student Services	$ -	$ 288,000	$ 88,000	$ 88,000	$ 2,088,000	$ -	$ -	$ 400,000	**$ 2,952,000**
Technology Services	Audio Video Equipment Upgrades	$ 100,000								**$ 100,000**
	Battery Replacements (UPS for Data Center)									**$ -**
	Cabling Services	$ 1,000	$ 500	$ 500	$ 500	$ 500		$ 1,000		**$ 4,000**
	CFEF Desktops/Laptops/Labs		$ 100,000	$ 100,000	$ 100,000	$ 100,000				**$ 400,000**
	CFEF Mobile Devices		$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 100,000**
	CFEF Network Electronics									**$ -**
	Communications Channel	$ -								**$ -**
	Copier/Printer Replacements									
	Emerging Technologies (equip test/demo)	$ 100,000								**$ 100,000**
	ONE Network Electronics									**$ -**
	OS Backup									**$ -**
	OS Desktops/Laptops/Labs/Mobile Devices	$ 396,500					$ 3,500			**$ 400,000**
	OS Network Electronics									**$ -**
	OS SAN									**$ -**
	OS Security (Firewalls/Filtering)	$ 114,000	$ 16,000	$ 16,000	$ 16,000	$ 16,000	$ 6,000	$ 16,000		**$ 200,000**
	OS Servers Incl Virtual/OS Voice Upgrade	$ 325,000	$ 35,000	$ 30,000	$ 35,000	$ 35,000	$ 5,000	$ 35,000		**$ 500,000**
	OS Telecomm/Enterprise Software Licensing	$ 260,000	$ 28,000	$ 24,000	$ 28,000	$ 28,000	$ 4,000	$ 28,000		**$ 400,000**
	Sub-total T.S.	$ 1,296,500	$ 204,500	$ 195,500	$ 204,500	$ 204,500	$ 18,500	$ 80,000	$ -	**$ 2,204,000**
	GRAND TOTAL	**$ 1,606,500**	**$ 2,999,100**	**$ 1,861,800**	**$ 4,233,400**	**$ 3,544,200**	**$ 168,500**	**$ 95,000**	**$400,000**	**$ 14,908,500**

Oakland Schools Capital Outlay 10-Year Plan School Fiscal Years 2025-34		2029								
		Main Campus	NE Campus	NW Campus	SE Campus	SW Campus	PP&G	Summit	Instr/Curr Programs	2029 TOTAL
Facilities Operations Projects	HVAC Upgrades		$ 1,566,100	$ 1,383,900	$ 3,825,000	$ 3,046,900				**$ 9,821,900**
	Lighting & Energy Efficiency Upgrades									**$ -**
	Painting	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000				**$ 250,000**
	Parking Lot Repaving									**$ -**
	Phase I Sec. Ent. (Security, Card Access, Fire)							$ 5,000		**$ 5,000**
	Phase II (Painting, Floors, Aesthetics)							$ 5,000		**$ 5,000**
	Roof Replacement									**$ -**
	Safety/Security									**$ -**
Facilities Operations Routine Maintenance	Asphalt Repairs	$ 10,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000				**$ 30,000**
	Building Updates	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000				**$ 150,000**
	Concrete Repairs/Replacement/Leveling	$ 10,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000				**$ 30,000**
	Custodial/Maintenance Equipment		$ 30,000	$ 30,000	$ 30,000	$ 30,000				**$ 120,000**
	Electrical Updates	$ 40,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				**$ 80,000**
	Exterior - Brick Tuck-Pointing	$ 5,000								**$ 5,000**
	Flooring Updates	$ 50,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000		$ 40,000		**$ 130,000**
	Furniture/Equipment	$ 20,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000				**$ 180,000**
	Grounds		$ 5,000	$ 5,000	$ 5,000	$ 5,000				**$ 20,000**
	HVAC Maintenance	$ 70,000								**$ 70,000**
	Lighting & Energy Maintenance	$ 50,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				**$ 90,000**
	Plumbing	$ 10,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000				**$ 90,000**
	Program Refresh		$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 100,000**
	Roof Repair		$ 10,000	$ 10,000	$ 10,000	$ 10,000				**$ 40,000**
	Safety/Security	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				**$ 50,000**
	Vehicles	$ 180,000				$ 65,000				**$ 245,000**
	Sub-total Facilities Operations	$ 535,000	$ 1,826,100	$ 1,643,900	$ 4,085,000	$ 3,371,900	$ -	$ 50,000	$ -	**$ 11,511,900**
PP&G	Production Print & Graphics						$ 150,000			**$ 150,000**
	Sub-total PP&G	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ -	$ -	**$ 150,000**
Student Services & Special Pops	ACE								$ 20,000	**$ 20,000**
	Program Refresh (Instructional Equipment)		$ 63,000	$ 63,000	$ 63,000	$ 63,000				**$ 252,000**
	Repair/Replacement		$ 25,000	$ 25,000	$ 25,000	$ 25,000		$ 10,000		**$ 110,000**
	STEMi		$ 200,000							**$ 200,000**
	NAIS (SE)									**$ -**
	Robotics (Location TBD)					$ 3,000,000				**$ 3,000,000**
	Special Ed Assistive Tech + Other Cap Needs								$ 300,000	**$ 300,000**
	VLAC K-8/ 9-12								$ 80,000	**$ 80,000**
	Sub-total Student Services	$ -	$ 288,000	$ 88,000	$ 88,000	$ 3,088,000	$ -	$ 10,000	$ 400,000	**$ 3,962,000**
Technology Services	Audio Video Equipment Upgrades	$ 100,000								**$ 100,000**
	Battery Replacements (UPS for Data Center)									**$ -**
	Cabling Services	$ 1,000	$ 500	$ 500	$ 500	$ 500		$ 1,000		**$ 4,000**
	CFEF Desktops/Laptops/Labs		$ 100,000	$ 100,000	$ 100,000	$ 100,000				**$ 400,000**
	CFEF Mobile Devices		$ 25,000	$ 25,000	$ 25,000	$ 25,000				**$ 100,000**
	CFEF Network Electronics									**$ -**
	Communications Channel	$ -								**$ -**
	Copier/Printer Replacements									
	Emerging Technologies (equip test/demo)	$ 100,000								**$ 100,000**
	ONE Network Electronics									**$ -**
	OS Backup									**$ -**
	OS Desktops/Laptops/Labs/Mobile Devices	$ 400,000								**$ 400,000**
	OS Network Electronics									**$ -**
	OS SAN									**$ -**
	OS Security (Firewalls/Filtering)									**$ -**
	OS Servers Incl Virtual/OS Voice Upgrade									**$ -**
	OS Telecomm/Enterprise Software Licensing									**$ -**
	Sub-total T.S.	$ 601,000	$ 125,500	$ 125,500	$ 125,500	$ 125,500	$ -	$ 1,000	$ -	**$ 1,104,000**
	GRAND TOTAL	**$ 1,136,000**	**$ 2,239,600**	**$ 1,857,400**	**$ 4,298,500**	**$ 6,585,400**	**$ 150,000**	**$ 61,000**	**$ 400,000**	**$ 16,727,900**

Oakland Schools Capital Outlay 10-Year Plan School Fiscal Years 2025-34		2030								
		Main Campus	NE Campus	NW Campus	SE Campus	SW Campus	PP&G	Summit	Instr/Curr Programs	2030 TOTAL
Facilities Operations Projects	HVAC Upgrades									$ -
	Lighting & Energy Efficiency Upgrades		$ 206,600	$ 197,800	$ 169,300	$ 216,000				$ 789,700
	Painting		$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 15,000			$ 215,000
	Parking Lot Repaving									$ -
	Phase I Sec. Ent. (Security, Card Access, Fire)									$ -
	Phase II (Painting, Floors, Aesthetics)									$ -
	Roof Replacement									$ -
	Safety/Security									$ -
Facilities Operations Routine Maintenance	Asphalt Repairs	$ 10,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000				$ 30,000
	Building Updates	$ 10,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000				$ 130,000
	Concrete Repairs/Replacement/Leveling		$ 5,000	$ 5,000	$ 5,000	$ 5,000				$ 20,000
	Custodial/Maintenance Equipment		$ 22,000	$ 22,000	$ 22,000	$ 22,000				$ 88,000
	Electrical Updates	$ 20,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				$ 60,000
	Exterior - Brick Tuck-Pointing									$ -
	Flooring Updates	$ 50,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000				$ 90,000
	Furniture/Equipment	$ 35,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 5,000			$ 200,000
	Grounds									$ -
	HVAC Maintenance	$ 150,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000				$ 210,000
	Lighting & Energy Maintenance	$ 50,000					$ 30,000			$ 80,000
	Plumbing	$ 10,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000				$ 90,000
	Program Refresh		$ 25,000	$ 25,000	$ 25,000	$ 25,000				$ 100,000
	Roof Repair		$ 5,000	$ 5,000	$ 5,000	$ 5,000				$ 20,000
	Safety/Security		$ 238,700	$ 23,200	$ 343,300	$ 275,000				$ 880,200
	Vehicles									$ -
	Sub-total Facilities Operations	$ 335,000	$ 682,300	$ 458,000	$ 749,600	$ 728,000	$ 50,000	$ -	$ -	$ 3,002,900
PP&G	Production Print & Graphics						$ 150,000			$ 150,000
	Sub-total PP&G	$ -	$ -	$ -	$ -	$ -	$ 150,000	$ -	$ -	$ 150,000
Student Services & Special Pops	ACE								$ 20,000	$ 20,000
	Program Refresh (Instructional Equipment)		$ 63,000	$ 63,000	$ 63,000	$ 63,000				$ 252,000
	Repair/Replacement		$ 25,000	$ 25,000	$ 25,000	$ 25,000				$ 100,000
	STEMi		$ 200,000							$ 200,000
	NAIS (SE)									$ -
	Robotics (Location TBD)									$ -
	Special Ed Assistive Tech + Other Cap Needs								$ 300,000	$ 300,000
	VLAC K-8/ 9-12								$ 80,000	$ 80,000
	Sub-total Student Services	$ -	$ 288,000	$ 88,000	$ 88,000	$ 88,000	$ -	$ -	$ 400,000	$ 952,000
Technology Services	Audio Video Equipment Upgrades	$ 100,000								$ 100,000
	Battery Replacements (UPS for Data Center)	$ 19,600	$ 2,100	$ 1,800	$ 2,100	$ 2,100	$ 300	$ 2,000		$ 30,000
	Cabling Services	$ 1,000	$ 500	$ 500	$ 500	$ 500		$ 1,000		$ 4,000
	CFEF Desktops/Laptops/Labs		$ 100,000	$ 100,000	$ 100,000	$ 100,000				$ 400,000
	CFEF Mobile Devices		$ 25,000	$ 25,000	$ 25,000	$ 25,000				$ 100,000
	CFEF Network Electronics									$ -
	Communications Channel	$ -								$ -
	Copier/Printer Replacements									
	Emerging Technologies (equip test/demo)	$ 100,000								$ 100,000
	ONE Network Electronics									$ -
	OS Backup									$ -
	OS Desktops/Laptops/Labs/Mobile Devices	$ 400,000								$ 400,000
	OS Network Electronics									$ -
	OS SAN									$ -
	OS Security (Firewalls/Filtering)	$ 130,000	$ 14,000	$ 12,000	$ 14,000	$ 14,000	$ 2,000	$ 14,000		$ 200,000
	OS Servers Incl Virtual/OS Voice Upgrade	$ 130,000	$ 14,000	$ 12,000	$ 14,000	$ 14,000	$ 2,000	$ 14,000		$ 200,000
	OS Telecomm/Enterprise Software Licensing									$ -
	Sub-total T.S.	$ 880,600	$ 155,600	$ 151,300	$ 155,600	$ 155,600	$ 4,300	$ 31,000	$ -	$ 1,534,000
	GRAND TOTAL	$ 1,215,600	$ 1,125,900	$ 697,300	$ 993,200	$ 971,600	$ 204,300	$ 31,000	$ 400,000	$ 5,638,900

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

Catherine Cost, Ed.D.
Interim Superintendent

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

To: Catherine Cost, Interim Superintendent
From: Kristy Cales, Director of Human Resources
Subject: 25/26 School Year Certified Staff
Date: April 21, 2025

Please see the changes below for certified staffing for the district. Overall Change is +2.3
Changes reflected are driven by student needs in student services (special ed classrooms and other ancillary services)

Elementary Changes:

Hoover +1.5

- .5 Speech
- 1 Spec Ed

United Oaks +1.0

- .5 Social Worker
- .5 Speech

Webb +.5

- .5 Social Worker

HPJH: +1.2

- +0.4 English
- +0.4 Math
- -0.8 Elective
- +0.2 Speech
- +1 Special Education

HPHS: +2.1

- +0.5 English
- +1 Math
- +0.2 Social Studies
- +0.2 World Language
- +0.1 PE
- +0.1 Speech

Advantage:

- -1 Elementary

Webster:

- -1 Teacher

Center Program Changes:

Jardon -1

- Closing MOCI Classroom

Edison -1

- 1 classroom

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

Funding Source: General Fund

Recommendation: The Board of Education to approve the certified staffing changes for the 25/26 school year, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.,
Interim Superintendent

HAZEL PARK SCHOOLS

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Amy Kruppe, Ed.D.
Superintendent

Ford Administration
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www.hazelparkschools.org

To: Catherine Cost, Superintendent
From: Kristy Cales, Director of HR
Subject: 25/26 School Year Uncertified Staff
Date: April 21, 2025

Please find below the projected uncertified staffing for the 2025-2026 school year. There may be additional requests as we learn more about students or potential reductions based upon student enrollment. We additionally, as in the past, will not hire if we do not have the students. It is our intention to get staffing placements out by May 15, 2025. This would include their pay and their projected position.

- **Preschool:**
  - No changes
- **Hoover:**
  - No Changes
- **HPHS**
  - No changes
- **Edison**
  - No changes
- **United Oaks: +1.0**
  - One-to-One Paraprofessional
- **Webb: +4.0**
  - 2 One-to-One Paraprofessional
  - 2 ASD Paraprofessional
- **Jardon:**
  - No Changes
- **HPJH:**
  - Elimination of Office Para
- **Central office:**
  - No Changes

Net change: +4.0 Paraprofessional positions across the district

- **No changes in Advantage, Maint/Cust/Transportation.**

HAZEL PARK SCHOOLS

School Name	2024-2025 Non-Certified	2025-2026 Non-Certified	Change
Webster	**23.5**	**23.5**	**0**
Edison	**37**	**37**	**0**
Hoover	**13.5**	**13.5**	**0**
United Oaks	**12.3**	**13.3**	**+1**
Webb	**25**	**29**	**+4**
Jardon	**28**	**28**	**0**
HPJH	**16**	**15**	**-1**
HPHS	**24**	**24**	**0**
Alternative	**4**	**4**	**0**
Central Office	**32**	**29**	**-3**
Maint/Cust/Bus	**41**	**41**	**0**
Total Change			**+1**

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

Funding Source: Special Education positions funded from Center fund, general education positions funded from General Fund. Promise Navigator positions are fully grant funded.

Recommendation
That the Board of Education approve the uncertified staff for the 25/26 school year.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.,
Interim Superintendent

HAZEL PARK SCHOOLS

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Amy Kruppe, Ed.D.
Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Dr. Megan E. Papasian-Broadwell, Executive Director of Student Services
Subject: Additional Paraprofessional - United Oaks Elementary School (Level IV Resource)
Date: 4/14/2025

The Student Services Department is requesting the hiring of a 1:1 paraprofessional at United Oaks Elementary in order to appropriately provide designated IEP supports that are required in ensuring a Free and Appropriate Public Education. All Michigan School Districts must provide appropriate support for students who qualify as a student with special needs.

§ 300.17 Free appropriate public education:
Free appropriate public education or FAPE means special education and related services that— (a) Are provided at public expense, under public supervision and direction, and without charge; (b) Meet the standards of the SEA, including the requirements of this part; (c) Include an appropriate preschool, elementary school, or secondary school education in the State involved; and (d) Are provided in conformity with an individualized education program (IEP) that meets the requirements of §§ 300.320 through 300.324.

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.
- 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.
- Resource: 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.

Funding Source:

- General Fund
- Estimated Employee Salary + Fringe Benefits: HPPA Salary Schedule

Recommendation
That the Board of Education approve the hiring of one 1:1 Paraprofessional - United Oaks Elementary - Level IV Resource

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

HAZEL PARK SCHOOLS

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Superintendent

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

To: Dr. Catherine Cost, Interim Superintendent
From: Dr. Megan E. Papasian-Broadwell, Executive Director of Student Services
Subject: Addition of a Licensed Practical Nurse at Webster Early Childhood Center
Date: 4/14/2025

The Student Services Department is requesting the hiring of a Licensed Practical Nurse at Webster Early Childhood Center in order to appropriately provide designated IEP supports that are required in ensuring a Free and Appropriate Public Education. All Michigan School Districts must provide appropriate support for students who qualify as a student with special needs.

§ 300.17 Free appropriate public education:
Free appropriate public education or FAPE means special education and related services that— (a) Are provided at public expense, under public supervision and direction, and without charge; (b) Meet the standards of the SEA, including the requirements of this part; (c) Include an appropriate preschool, elementary school, or secondary school education in the State involved; and (d) Are provided in conformity with an individualized education program (IEP) that meets the requirements of §§ 300.320 through 300.324.

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.
- 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.
- Resource: 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.

Funding Source:

- General Fund
- Estimated Contract Employee Salary: $48.00/hour ($69,120/year)

Recommendation
That the Board of Education approve the hiring of one Licensed Practical Nurse at Webster Early Childhood Center.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Director of Technology
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Bradley Wilkins Director of Technology District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Director of Technology, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - HPJH Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2026:

Carla Beach Principal Hazel Park Junior High

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Hazel Park Junior Principal, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Director of Communications
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Charles Pleiness Director of Communications District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Director of Communications, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Hazel Park High School Assistant Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Corrie Chansler Assistant Principal Hazel Park High School

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Hazel Park High School Assistant Principal, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Webb Elementary Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Corrine Nastasi Principal Webb Elementary

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Webb Elementary Principal, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Hoover Elementary Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Debra Dimas Principal Hoover Elementary

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Hoover Elementary Principal, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Hazel Park High School Assistant Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

George Dimas Assistant Principal Hazel Park High School

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Hazel Park High School Assistant Principal, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Supervisor of Transportation
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Gina Brew Supervisor of Transportation District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Supervisor of Transportation, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Supervisor of Maintenance & Custodial
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Gregory Richardson Supervisor of Maintenance & Custodial District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Supervisor of Maintenance & Custodial, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Supervisor of Special Education for Jardon
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Heidi Kunz Supervisor of Special Education Jardon

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Supervisor of Special Education, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Supervisor of K-12 Teaching & Learning
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Julie Kaminski Supervisor of K-12 Teaching & Learning District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve one year extension contract for the Supervisor of K-12 Teaching & Learning, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Supervisor of Student Services
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Kevin Knoblock Supervisor of Student Services District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Supervisor of Student Services, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Advantage Alternative Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Kendal Smith Principal Advantage Alternative

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Advantage Alternative, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Supervisor of Student Services
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Kevin Knoblock Supervisor of Student Services District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Supervisor of Student Services, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Director of Human Resources
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Kristy Cales Director of Human Resources District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Director of Human Resources, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - United Oaks Elementary Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2026:

Lisa Bernys Principal United Oaks Elementary

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the United Oaks Elementary Principal, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Executive Director of Student Services
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Megan Papasian-Broadwell Executive Director of Student Services District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Executive Director of Student Services, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Supervisor of Special Education for Edison
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Michelle Krause Supervisor of Special Education Edison

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Supervisor of Special Education, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Assistant Superintendent of Business & Operations
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2026:

Monica Papasian Assistant Superintendent of Business & Operations District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Assistant Superintendent of Business & Operations, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Advantage Alternative Dean of Students
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Monique McMurtry Dean of Students Advantage Alternative

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Advantage Alternative Dean of Students, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - HPJH Dean of Students
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Robert Kiger Dean of Students Hazel Park Junior High

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Hazel Park Junior High Dean of Students, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - HPJH Assistant Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Sheila O'Kane Assistant Principal Hazel Park Junior High

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the HPJH Assistant Principal, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Assistant Superintendent of Teaching & Learning
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Stephanie Dulmage Assistant Superintendent of Teaching & Learning District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Assistant Superintendent of Teaching & Learning, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - District Counsel
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

James Paterson District Counsel District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the District Counsel, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Webster Early Childhood Center Principal
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Heather Agueros Principal Webster Early Childhood Center

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Webster Early Childhood Center Principal, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Superintendent

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To: Dr. Catherine Cost, Interim Superintendent
From: Kristy Cales, HR Director
Subject: Administrative Contracts - Director of Business
Date: April 21, 2024

I am seeking approval for administrative contract for a one year extension for the following administrator with an expiration date of June 30, 2027:

Crystal Mubarak Director of Business District

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve a one year extension contract for the Director of Business, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

Catherine Cost, Ed.D.
Interim Superintendent

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

To: Catherine Cost, Interim Superintendent
From: Kristy Cales, Director of Human Resources
Subject: Admin Sick Time Payout
Date: April 21, 2025

In addition to the HPASA admin agreement, we have a central office administrator who we'd like approval for a payout as if they were in the AFSCME union. The cost for this to the district at their time of retirement would be $12,273.00.

This would be a payout to match the wage of the employee at the time they left the union (2017) and matches with the current sick time payout in the AFSCME contract. This payment would be made at their time of retirement.

The attached page explains the calculation of the payout.

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

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.

Funding Source: General Fund

Recommendation
That the Board of Education approve we change the sick time payout for the central office administrator.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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HAZEL PARK SCHOOLS

Greg Richardson payout

Time in sick bank on July 1, 2017 : 1073.5 hours / 134 days

60 days paid at daily rate of pay $198.72 = $11923.20
14 days paid at $25 = $350.00

Total = $12273.20

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Interim Superintendent

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To: Catherine Cost, Interim Superintendent
From: Monica Papasian, Assistant Superintendent of Business and Operations
Subject: Business Office Assistance
Date: April 14, 2025

I am requesting your approval to extend the support services of former Director of Business, Matthew Miller. This contracted service with Mr. Miller will be as needed for the months of May and June to help with training and system assistance in downloading, uploading, and preparing year end schedules.

Mr. Miller has brought valuable institutional knowledge and expertise that greatly benefited the district during this time of transition. Their temporary assistance would focus on year end and audit guidance for areas of need identified by the business office.

I believe this short extension will ensure a smooth year end close out and audit completion. I recommend offering Mr. Miller $75 per hour (the same rate of pay he is currently receiving) not to exceed 66 hours or $5,000 for May and June.

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.

Funding Source: General Fund

Recommendation

That the Board of Education approve the offer to Matthew Miller for continuation of consulting, as needed, for the months of May and June, 2025 at a rate of $75 per hour not to exceed 66 hours or $5,000, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

HAZEL PARK PROMISE

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Amy Kruppe, Ed.D.
Superintendent

Ford Administration
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www.hazelparkschools.org

To: Catherine Cost, Interim Superintendent

From: Monica Papasian, Assist. Superintendent of Business and Operations

Subject: Erickson Building

Date: April 14, 2025

The Erickson Building lease is nearing its lease renewal point of June 12, 2025. Upon execution of the lease it was recommended that it be brought back to the Board for review on a yearly basis. The lease has an automatic renewal unless the Board wishes to exercise a 30 day termination clause. In discussion with the City there is no intent on their part to exercise the termination clause and would like to continue on with the current lease of $1 per month plus utilities and other direct expenses. We are currently billing the City quarterly for the services and have had no issues to date with the agreement. We are recommending that we continue on with the lease with the City. The Board has the option to take formal action to approve the lease or do nothing which would trigger the automatic renewal for the following year.

Funding Sources: General Fund Impact: Reimbursement of the cost to operate the building

Supporting Research: There is no supporting research for this lease renewal.

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 : I respectfully request the approval of the renewal of the Erickson Building lease, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

HAZEL PARK PROMISE

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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: Catherine Cost, Interim Superintendent
From: Bradley Wilkins, Technology Director
Subject: District Radios
Date: 04/21/2025

We are seeking Board approval for 25 additional District Radios (Walkie-Talkies). This will allow us to be able to communicate more effectively should there be a crisis or an emergency within the district. This addresses safety concerns at some buildings due to them not having enough radios.

Total cost of the additional radios $8,225.00

Funding Sources:
General and Special Ed Fund - Equipment costs $8,225.00 (20 - Special Ed Fund/ 5 - General Fund)

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

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

Recommendation
That the Board of Education approve the purchase of additional district radios to address safety concerns as we continue to improve upon safety at all our schools in the district.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

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Amy Kruppe, Ed.D.
Superintendent

Ford Administration
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www.hazelparkschools.org

To: Dr. Catherine Cost, Interim Superintendent

From: Dr. Megan Papasian-Broadwell, Executive Director of Student Services

Subject: Special Education: Extended School Year Services 2025

Date: 4/14/2025

Extended school year services for special education students will provide a research-based curriculum to ensure students maintain skill levels throughout summer vacation. The academic impact of extended school year (ESY) services is a significant factor in the success of students with special needs and must be considered for every student with a disability at each Individualized Education Program (IEP) Team meeting. The need for ESY must be determined individually and may not be provided or denied based upon category of disability or program assignment. A student may be determined to need ESY services due to:

1) A serious potential for regression of skills beyond a reasonable period of recoupment;
2) The nature or severity of the disability; or
3) Critical stages or areas of learning.

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. In delivering Extended School Year services to students in Hazel Park Schools, special education personnel adhere to the programs and services indicated on the students' Individualized Education Plans and implement district-approved curriculum in reading, writing and mathematics.

- **Funding Source:**Special Education
- Estimated Salary Schedule: Hourly Employment at Hourly Salary per HPEA and HPPA Salary Schedules

Recommendation That the Board of Education approve the hiring of: *2 Teachers of Students with Autism Spectrum Disorder *2 Teachers of Students with Cognitive Impairments *8 Paraprofessionals - Special Education Support	*1 School Social Worker *1 Speech/Language Pathologist *1 Occupational Therapist *1 Physical Therapist

APPROVED AND RECOMMENDED FOR BOARD ACTION

Interim Superintendent

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Amy Kruppe, Ed.D.
Superintendent

Ford Administration
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www.hazelparkschools.org

To: Dr. Catherine Cost, Superintendent
From: James Paterson, Interim Athletic Director
Subject: Football Uniform Purchase
Date: April 2, 2025

As we prepare for the Fall sports season, I am writing to request the Board's approval and funding for essential items needed by our athletic department, specifically football uniforms

This request is necessary to field a Junior Varsity team next season since we currently do not possess a sufficient number of uniforms to field both teams simultaneously. Additionally, some of our current football uniforms are outdated, worn and/or incomplete, no longer meeting the standards we strive to uphold. Approving this purchase of high-quality uniforms also creates a positive branding opportunity that assists in creating a distinct and memorable identity for a school's sports programs, fostering a sense of pride and community engagement, while also potentially attracting students, sponsors and building fanbases.

Coach Callahan has expressed a deep desire the last two years to have a JV team in place and having recently travelled to the junior high where he received an expression of interest from 20 8th grade students and over 20 7th grade students indicating that would like to play football next year. Purchase of these uniforms are necessary to provide ample opportunity for these 20 new 9th grade players next year.

Four bids were sought and the lowest bidder, Riddell, has an offer of buy one get one free set of uniforms that includes a set of maroon jerseys since a significant number of alumni, employees, coaches and parents have requested a maroon set of jerseys. It is our hope that the new uniforms will reflect our school colors of maroon and grey.

Being aware of the cost involved, the football coaches have already committed to offsetting this purchase through multiple fundraising events that they already have planned for the near future including the summer months in an effort to return these dollars to the general fund.

We are providing four (4) invoices that reflect bids from Riddell, BSN Brand, Addidas, and Under Armor jerseys and pants. It is important to note that the Riddell quote includes an additional 16 pants that provides a wider variety of sizing for all players. If the remaining three bids included the 16 extra pants their prices would be increased above the bid submitted. The nearest competing base price would be BSN brand, and if the 16 additional pants were included the BSN brand bid would cost $17,063.

HAZEL PARK SCHOOLS

We are recommending the purchase of a home and away set of uniforms, consisting of 50 home jerseys, 58 home pants, 50 away jerseys, and 58 away pants, for a total of 216 units from Riddell.

I kindly request the Board's approval and the allocation of funds to cover this expense. Thank you for considering this request. I am confident that with your support, we can provide our student-athletes with the best possible resources to succeed and thrive in their respective sports.

Goal Statement – Resource: 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.

Funding Source: General Fund

Recommendation
That the Board of Education approve the purchase of two sets of football uniforms from Ridell n the amount of $16,488 , from the 2025-26 school year budget.

APPROVED AND RECOMMENDED BY BOARD ACTION

Dr. Catherine Cost
Interim Superintendent

PO Box 841393
Dallas TX, 75284-1393
Tel: 1-800-527-7510 | Fax: 1-800-899-0149
Visit us at www.bsnsports.com

Cart Number	960feea3-4ccd-4388-a68c-d660008a7ddc
Ordered By	Dillon Voisinet
Payment Terms	--
Quote Created	04/10/2025

Sold To
1026943
HAZEL PARK HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK, MI 48030-1552

Ship To
1026943
HAZEL PARK HIGH SCHOOL
James Paterson
23400 HUGHES AVE
HAZEL PARK, MI 48030-1552

Payer
1026943
HAZEL PARK HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK, MI 48030-1552

Catalog	Name	Type	Sku	Size	Qty	Unit Price	Total
BSN71404Z	Gridiron Mens Fusion Football Jersey	Tops	BSN71404ZS	SML	15	$79.00	$1,185.00
BSN71404Z	Gridiron Mens Fusion Football Jersey	Tops	BSN71404ZM	MED	25	$79.00	$1,975.00
BSN71404Z	Gridiron Mens Fusion Football Jersey	Tops	BSN71404ZL	LRG	25	$79.00	$1,975.00
BSN71404Z	Gridiron Mens Fusion Football Jersey	Tops	BSN71404ZXL	XLG	25	$79.00	$1,975.00
BSN71404Z	Gridiron Mens Fusion Football Jersey	Tops	BSN71404Z2XL	2XL	10	$79.00	$790.00
BSN71405Z	Gridiron Mens Fusion Football Pant	Pants	BSN71405ZS	SML	15	$70.00	$1,050.00
BSN71405Z	Gridiron Mens Fusion Football Pant	Pants	BSN71405ZM	MED	25	$70.00	$1,750.00
BSN71405Z	Gridiron Mens Fusion Football Pant	Pants	BSN71405ZL	LRG	25	$70.00	$1,750.00
BSN71405Z	Gridiron Mens Fusion Football Pant	Pants	BSN71405ZXL	XLG	25	$70.00	$1,750.00
BSN71405Z	Gridiron Mens Fusion Football Pant	Pants	BSN71405Z2XL	2XL	10	$70.00	$700.00
				Totals	200		$14,900.00

Total Units	200
Subtotal	$14,900.00
Freight	$1,043.00
Sales Tax	$0.00
Order Total	$15,943.00

Tops
Tonal Accent Color 3: Victory White
Accent Color 3: Victory Maroon
Product Color: Victory Maroon
Tonal Accent Color 1: Victory White
Tonal Accent Color 2: Victory Maroon
Tonal Product Color: Victory White
FFC: Victory Maroon
Accent Color 1: Victory White

Front Homeplate: Mascot
ART SIZE: 1.00" x 0.79"
Victory Maroon
Victory White

Full Front: 10" Tackle Twill Front FUSION and RED ZONE ONLY
FONT: BSN515
Victory White
Victory Black

Full Back: 12" Tackle Twill Back FUSION and RED ZONE ONLY
FONT: BSN515
Victory White
Victory Black

Product Category: Football
Style Name: Gridiron Mens Fusion Football Jersey

HAZEL PARK HIGH SCHOOL
Order Number:
Order Date: 04/10/2025

= No Roster Location = Location Left Blank

TOPS

Sizes	Type	Qty	Roster	#	SMID
SML	Tops	1		1	BSN71404ZS
SML	Tops	1		2	BSN71404ZS
SML	Tops	1		3	BSN71404ZS
SML	Tops	1		4	BSN71404ZS
SML	Tops	1		5	BSN71404ZS
SML	Tops	1		6	BSN71404ZS
SML	Tops	1		7	BSN71404ZS
SML	Tops	1		8	BSN71404ZS
SML	Tops	1		9	BSN71404ZS
SML	Tops	1		10	BSN71404ZS
SML	Tops	1		11	BSN71404ZS
SML	Tops	1		12	BSN71404ZS
SML	Tops	1		13	BSN71404ZS
SML	Tops	1		14	BSN71404ZS
SML	Tops	1		15	BSN71404ZS
MED	Tops	1		16	BSN71404ZM
MED	Tops	1		17	BSN71404ZM
MED	Tops	1		18	BSN71404ZM
MED	Tops	1		19	BSN71404ZM
MED	Tops	1		20	BSN71404ZM
MED	Tops	1		21	BSN71404ZM
MED	Tops	1		22	BSN71404ZM
MED	Tops	1		23	BSN71404ZM
MED	Tops	1		24	BSN71404ZM
MED	Tops	1		25	BSN71404ZM
MED	Tops	1		26	BSN71404ZM
MED	Tops	1		27	BSN71404ZM
MED	Tops	1		28	BSN71404ZM
MED	Tops	1		29	BSN71404ZM
MED	Tops	1		30	BSN71404ZM
MED	Tops	1		31	BSN71404ZM
MED	Tops	1		32	BSN71404ZM
MED	Tops	1		33	BSN71404ZM
MED	Tops	1		34	BSN71404ZM
MED	Tops	1		35	BSN71404ZM
MED	Tops	1		36	BSN71404ZM
MED	Tops	1		37	BSN71404ZM
MED	Tops	1	414	38	BSN71404ZM
MED	Tops	1		39	BSN71404ZM

MED	Tops	1		40	BSN71404ZM
LRG	Tops	1		41	BSN71404ZL
LRG	Tops	1		42	BSN71404ZL
LRG	Tops	1		43	BSN71404ZL
LRG	Tops	1		44	BSN71404ZL
LRG	Tops	1		45	BSN71404ZL
LRG	Tops	1		46	BSN71404ZL
LRG	Tops	1		47	BSN71404ZL
LRG	Tops	1		48	BSN71404ZL
LRG	Tops	1		49	BSN71404ZL
LRG	Tops	1		50	BSN71404ZL
LRG	Tops	1		51	BSN71404ZL
LRG	Tops	1		52	BSN71404ZL
LRG	Tops	1		53	BSN71404ZL
LRG	Tops	1		54	BSN71404ZL
LRG	Tops	1		55	BSN71404ZL
LRG	Tops	1		56	BSN71404ZL
LRG	Tops	1		57	BSN71404ZL
LRG	Tops	1		58	BSN71404ZL
LRG	Tops	1		59	BSN71404ZL
LRG	Tops	1		60	BSN71404ZL
LRG	Tops	1		61	BSN71404ZL
LRG	Tops	1		62	BSN71404ZL
LRG	Tops	1		63	BSN71404ZL
LRG	Tops	1		64	BSN71404ZL
LRG	Tops	1		65	BSN71404ZL
XLG	Tops	1		66	BSN71404ZXL
XLG	Tops	1		67	BSN71404ZXL
XLG	Tops	1		68	BSN71404ZXL
XLG	Tops	1		69	BSN71404ZXL
XLG	Tops	1		70	BSN71404ZXL
XLG	Tops	1		71	BSN71404ZXL
XLG	Tops	1		72	BSN71404ZXL
XLG	Tops	1		73	BSN71404ZXL
XLG	Tops	1		74	BSN71404ZXL
XLG	Tops	1		75	BSN71404ZXL
XLG	Tops	1		76	BSN71404ZXL
XLG	Tops	1		77	BSN71404ZXL
XLG	Tops	1		78	BSN71404ZXL
XLG	Tops	1		79	BSN71404ZXL
XLG	Tops	1		80	BSN71404ZXL
XLG	Tops	1		81	BSN71404ZXL
XLG	Tops	1		82	BSN71404ZXL
XLG	Tops	1		83	BSN71404ZXL
XLG	Tops	1		84	BSN71404ZXL
XLG	Tops	1		85	BSN71404ZXL

XLG	Tops	1		86	BSN71404ZXL
XLG	Tops	1		87	BSN71404ZXL
XLG	Tops	1		88	BSN71404ZXL
XLG	Tops	1		89	BSN71404ZXL
XLG	Tops	1		90	BSN71404ZXL
2XL	Tops	1		91	BSN71404Z2XL
2XL	Tops	1		92	BSN71404Z2XL
2XL	Tops	1		93	BSN71404Z2XL
2XL	Tops	1		94	BSN71404Z2XL
2XL	Tops	1		95	BSN71404Z2XL
2XL	Tops	1		96	BSN71404Z2XL
2XL	Tops	1		97	BSN71404Z2XL
2XL	Tops	1		98	BSN71404Z2XL
2XL	Tops	1		99	BSN71404Z2XL
2XL	Tops	1		100	BSN71404Z2XL

SIZE BREAKDOWN

Sizes	Type	Qty
SML	Tops	15
MED	Tops	25
LRG	Tops	25
XLG	Tops	25
2XL	Tops	10

Total: 100

Pants
Product Color: Victory White
Tonal Accent Color 1: Victory Maroon.tonal
Tonal Accent Color 2: Victory Charcoal.tonal
Tonal Product Color: Victory White
FFC: Victory Maroon
Accent Color 1: Victory White

Left Hip: Mascot
ART SIZE: 1.25" x 2.00"
Victory White
Victory Charcoal
Victory Maroon

Right Hip: Mascot
ART SIZE: 1.25" x 2.00"
Victory White
Victory Charcoal
Victory Maroon

= No Roster Location = Location Left Blank

PANTS

Sizes	Type	Qty	Roster	#	SMID
SML	Pants	15			BSN71405ZS
MED	Pants	25			BSN71405ZM
LRG	Pants	25			BSN71405ZL
XLG	Pants	25			BSN71405ZXL
2XL	Pants	10			BSN71405Z2XL

SIZE BREAKDOWN

Sizes	Type	Qty
SML	Pants	15
MED	Pants	25
LRG	Pants	25
XLG	Pants	25
2XL	Pants	10

Total: 100

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PO Box 841393
Dallas, TX 75284-1393
Phone: 800-527-7510 Fax: 800-899-0149
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Quote

Cart #: 13134008
Purchase Order #: UA Uniform
Cart Name: UA Football Uniform
Quote Date: 03/27/2025
Quote Valid-to: 04/10/2025
Payment Terms: NT30
Ship Via:
Ordered By: Dillon Voisinet

Contact Your Rep
Dillon Voisinet Email: **dvoisinet@bsnsports.com** | Phone:

Sold to
1026943
HAZEL PARK HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK MI 48030-1552
USA

Ship To
1026943
HAZEL PARK HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK MI 48030-1552
USA

Payer
1026943
HAZEL PARK HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK MI 48030-1552
USA

Item Description	Qty	Unit Price	Total
AF HAIL MARY JERSEY MEN - WHITE Item # - NSPCUSTOM	50 EA	$ 99.99	$ 4,999.50
AF HAIL MARY JERSEY MEN - MAROON Item # - NSPCUSTOM	50 EA	$ 99.99	$ 4,999.50
Force Drawstring Pant - BLACK Item # - NSPCUSTOM	50 EA	$ 57.99	$ 2,899.50
Force Drawstring Pant - WHITE Item # - NSPCUSTOM	50 EA	$ 57.99	$ 2,899.50

Subtotal:	$15,798.00
Other:	$0.00
Freight:	$947.88
Sales Tax:	$0.00
Order Total:	$16,745.88
Payment/Credit Applied:	$0.00
Order Total:	**$16,745.88**

BSN SPORTS
PO Box 841393
Dallas, TX 75284-1393
Phone: 800-527-7510 Fax: 800-899-0149
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Quote

Cart #: 13134067
Purchase Order #: ADIDAS Uniform
Cart Name: ADIDAS Football Uniform
Quote Date: 03/27/2025
Quote Valid-to: 04/10/2025
Payment Terms: NT30
Ship Via:
Ordered By: Dillon Voisinet

Contact Your Rep
Dillon Voisinet Email: **dvoisinet@bsnsports.com** | Phone:

Sold to
1026943
HAZEL PARK HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK MI 48030-1552
USA

Ship To
1026943
HAZEL PARK HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK MI 48030-1552
USA

Payer
1026943
HAZEL PARK HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK MI 48030-1552
USA

Item Description	Qty	Unit Price	Total
ADIDAS SHOCKLITE FBALL JERSEY - WHITE Item # - NSPCUSTOM	50 EA	$ 109.99	$ 5,499.50
ADIDAS SHOCKLITE FBALL JERSEY - MAROON Item # - NSPCUSTOM	50 EA	$ 109.99	$ 5,499.50
ADIDAS SHOCKLITE FOOTBALL PANT - WHT Item # - NSPCUSTOM	50 EA	$ 99.99	$ 4,999.50
ADIDAS SHOCKLITE FOOTBALL PANT - BLK Item # - NSPCUSTOM	50 EA	$ 99.99	$ 4,999.50

Subtotal:	$20,998.00
Other:	$0.00
Freight:	$1,259.88
Sales Tax:	$0.00
Order Total:	$22,257.88
Payment/Credit Applied:	$0.00
Order Total:	**$22,257.88**

Riddell®

HP Uniform Order

7501 Performance Lane
North Ridgeville, OH 44039
Ph:(800)275-5338
Fax:(800)275-2412

Type: Quote

Ref. #:0

Bill To:
SAP - 10817
HAZEL PARK HIGH SCHOOL
ATTN: ACCOUNTS PAYABLE
23400 HUGHES
HAZEL PARK, MI 48030

Ship To:
HAZEL PARK HIGH SCHOOL
ATTN: ATHLETIC DIRECTOR
23400 HUGHES
HAZEL PARK, MI 48030

Invoice Reference Line :

Order Placed By : JOHN CALLAHAN - FBC | **Email:** coachjcal@hotmail.com | **Phone #:** 248-891-2949

Terms: Net 30 | ☒ PO required before order can be shipped | ☐ Bill On Reconditioning

Order Date :	Req. Delivered Date :	Customer PO #:	Sales Rep :
02/06/2025	04/25/2025		Ron Bonin

Design Created On : HP Uniform Website
HP Uniform Retrieval Code : 24124298

NOTE: Uniform Sizes Are Based On HP Uniform Patterns & May Not Coincide With Riddell Custom Uniform Sizes

Use 1 Order Line Below For Each Design Set Entered On Web Site For Easier Order Verification

Item	Part Number	Qty.	Unit Price	Ext. Price
Football Jersey Speed Adult	HPFBSJA	50	$152.00	$7,600.00
Football Speed Pant Adult	HPFBSPA	50	$136.00	$6,800.00
BOGO Free Football Jersey Speed Adult	HPBGFBSJA	50	$0.00	$0.00
BOGO Free Football Speed Pant Adult	HPBGFBSPA	50	$0.00	$0.00
Football Speed Pant Adult	HPFBSPA	16	$95.00	$1,520.00

Attach Artwork Here :

Special Instructions

Order Total	$15,920.00
Freight	$568.00**
Sales Tax (If applicable)	$0.00
Total	$16,488.00

Method of Payment:
Authorized Signature:

****Applicable sales tax shown on this order may not be accurate and will be adjusted at the time of invoicing****

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

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: Dr. Catherine Cost, Interim Superintendent
Subject: 2025-2026 School Year Calendars
Date: April 21, 2025

We are requesting approval for the 2025/26 school year calendars per the HPEA contract. Once approved, these calendars will be placed on our website, distributed at enrollment nights and sent to our families.

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.

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.

Funding Source: N/A

Recommendation
That the Board of Education approves the calendars for the 2025/26 school year, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

HAZEL PARK PROMISE

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Superintendent

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August

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2025-2026 Elementary School Calendar

8:10 a.m. - 3:10 p.m.
Half Days: 8:10 a.m. - 11:20 a.m.

08/25 - 08/26/2025 Monday - Tuesday Institute Days
08/27/2025 Wednesday Half Day PM - First Day of School
08/29 - 9/1/2025 Friday No School - Labor Day Break
09/02/2025 Tuesday Classes Resume
09/26/2025 Friday Half Day AM
10/13/2025 No School - Institute Day
10/23/2025 Thursday Half Day AM - Conferences 12:30PM - 3PM & 5:00PM -7:30PM
10/31/2025 Friday Half Day AM District wide - Records PM
10/31/2025 Friday End of 1st Marking period 10 weeks
11/04/2025 Tuesday No School - Institute Day
11/26/2025 Wednesday No School - Institute Day
11/26 - 11/28/2025 No School - Thanksgiving Break
12/01/2025 Monday Classes Resume
12/19/2025 Friday Half Day AM - Holiday Break begins PM
12/22/2025 - 01/02/2026 Holiday Recess
01/05/2026 Monday Classes Resume
01/19/2026 Monday No School - Institute Day
01/20/2026 Tuesday Classes Resume
01/23/2026 Friday Half Day AM District wide - Records PM
02/13/2026 Friday Half Day AM - Winter Break begins PM
02/16 - 2/20/2026 Winter Break
02/23/2026 Monday Classes Resume
03/05/2026 Thursday Half Day AM Conferences 12:30PM - 3:00PM & 5:00PM - 7:30PM
03/27/2026 Friday Half Day AM - Spring Break begins PM
03/30 - 4/3/2026 Spring Break
04/06/2026 Monday No School - Institute Day
04/07/2026 Monday Classes Resume
04/10/2026 Friday Half Day AM - Records PM
04/17/2026 Friday Half Day AM
05/22/2026 Friday Half Day AM - Holiday Break begins PM
05/25/2026 Monday No School - Memorial Day
05/26/2026 Tuesday Classes Resume
06/05/2026 Friday Half Day AM Last Day of School

No School PD Half Day

HAZEL PARK PROMISE

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Superintendent

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August

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January

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February

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March

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June

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July

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2025 - 2026 Junior High School Calendar

7:55 a.m. - 2:55 p.m.
Half Days: 7:55 a.m. - 11:05 a.m.

08/25 - 08/26/2025 Monday - Tuesday Institute Days
08/27/2025 Wednesday Half Day PM - First Day of School
08/29 - 9/1/2025 Friday No School - Labor Day Break
09/02/2025 Tuesday Classes Resume
09/26/2025 Friday Half Day AM
10/13/2025 Monday No School - Institute Day
10/31/2025 Friday Half Day AM District wide - Records PM
10/31/2025 Friday End of 1st Marking period 10 weeks
11/04/2025 Tuesday No School - Institute Day
11/13/2025 Thursday Half Day AM Conferences 12:30PM - 3:00PM & 4:30PM - 7:00PM
11/26/2025 Wednesday No School - Institute Day
11/26 - 11/28/2025 No School - Thanksgiving Break
12/01/2025 Monday Classes Resume
12/19/2025 Friday Half Day AM - Holiday Break begins PM
12/22/2025 - 01/02/2026 Holiday Recess
01/05/2026 Monday Classes Resume
01/19/2026 Monday No School - Institute Day
01/20/2026 Tuesday Classes Resume
01/23/2026 Friday Half Day AM District wide - Records PM
02/13/2026 Friday Half Day AM - Winter Break begins PM
02/16 - 2/20/2026 Winter Break
02/23/2026 Monday Classes Resume
03/12/2026 Thursday Half Day AM Conferences 12:30PM - 3:00PM & 4:30PM - 7:00PM
03/27/2026 Friday Half Day AM - Spring Break begins PM
03/30 - 4/3/2026 Spring Break
04/06/2026 Monday No School - Institute Day
04/07/2026 Tuesday Classes Resume
04/10/2026 Friday Half Day AM - Records PM
04/17/2026 Friday Half Day AM
05/22/2026 Friday Half Day AM - Holiday Break begins PM
05/25/2026 No School - Memorial Day
05/26/2026 Tuesday Classes Resume
06/05/2026 Friday Half Day AM Last Day of School

No School PD/Institute Day Half Day

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Superintendent

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August

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2025-2026 Advantage Alternative School Calendar

8:00 a.m. - 2:10 p.m.
Half Day 8:00 a.m. - 11:15 a.m.

08/25 - 08/26/2025 Monday - Tuesday Institute Days
08/27/2025 Wednesday Half Day PM - First Day of School
08/29 - 9/1/2025 Friday No School - Labor Day Break
09/02/2025 Tuesday Classes Resume
09/03/2025 Wednesday Parent Open House PM 2:30-3:30
09/26/2025 Friday Half Day AM
10/09/2025 Thursday Conferences PM 2:30-5:00PM
10/10/2025 Friday Half Day AM
10/13/2025 Monday No School - Institute Day
10/31/2025 Friday Half Day AM District wide - Records PM
11/04/2025 Tuesday No School - Professional Development
11/25/2025 Tuesday End of 1st Trimester
11/26/2025 Wednesday No School - Professional Development
11/27 - 11/28/2025 No School - Thanksgiving Break
12/01/2025 Monday Trimester 2 Begins
12/19/2025 Friday Half Day - Holiday Break begins PM
01/05/2026 Monday Classes Resume
01/19/2026 Monday No School - Professional Development
01/20/2026 Tuesday Classes Resume
01/22/2026 Thursday Conferences PM 2:30-5:00PM
01/23/2026 Friday Half Day AM District wide - Records PM
02/13/2026 Friday Half Day - Winter Break begins PM
02/23/2026 Monday Classes Resume
03/06/2026 Friday End of 2nd Trimester
03/09/2026 Monday Trimester 3 Begin
03/27/2026 Friday Half Day AM - Spring Break begins PM
04/06/2026 Monday Institute Day
04/07/2026 Tuesday Classes Resume
04/10/2026 Friday Half Day AM - Records PM
04/17/2026 Friday Half Day AM
04/23/2026 Thursday Conferences PM 2:30-5:00PM
04/24/2026 Friday Half Day AM
05/15/2026 Friday Last Day for Seniors
05/20/2026 Wednesday Advantage Graduation
05/22/2026 Friday Half Day AM - Holiday Break begins PM
05/26/2026 Tuesday Classes Resume
06/05/2026 Friday Half Day AM Last Day of School

No School PD/Institute Day Half Day

HAZEL PARK PROMISE

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Superintendent

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www.hazelparkschools.org

August

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January

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March

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April

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June

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July

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2025 - 2026 Edison School Calendar

8:00 a.m. - 2:30 p.m.
Half Days: 8:00 a.m. - 11:00 a.m.

08/25 - 08/26/2025 Monday - Tuesday Institute Days
08/27/2025 Wednesday Half Day PM - First Day of School
08/29 - 9/1/2025 Friday No School - Labor Day Break
09/02/2025 Tuesday Classes Resume
09/26/2025 Friday Half Day AM
10/13/2025 Monday No School - Institute Day
10/23/2025 Thursday Half Day AM - Conferences 1:00PM - 3:00PM & 4:00PM - 6:00PM
10/31/2025 Friday Half Day AM District wide - Records PM
10/31/2025 Friday End of 1st Marking period 10 weeks
11/04/2025 Tuesday No School - Institute Day
11/26/2025 Wednesday No School - Institute Day
11/26 - 11/28/2025 No School - Thanksgiving Break
12/01/2025 Monday Classes Resume
12/19/2025 Friday Half Day AM - Holiday Break begins PM
12/22/2025 - 01/02/2026 Holiday Recess
01/05/2026 Monday Classes Resume
01/19/2026 Monday No School - Institute Day
01/20/2026 Tuesday Classes Resume
01/23/2026 Friday Half Day AM District wide - Records PM
02/13/2026 Friday Half Day AM - Winter Break begins PM
02/16 - 2/20/2026 Winter Break
02/23/2026 Monday Classes Resume
03/5/2026 Thursday Half Day AM Conferences 1:00PM - 3:00PM & 4:00PM - 6:00PM
03/27/2026 Friday Half Day AM - Spring Break begins PM
03/30 - 4/3/2026 Spring Break
04/06/2026 Monday No School - Institute Day
04/07/2026 Tuesday Classes Resume
04/10/2026 Friday Half Day AM - Records PM
04/17/2026 Friday Half Day AM
05/22/2026 Friday Half Day AM - Holiday Break begins PM
05/25/2026 Monday No School - Memorial Day
05/26/2026 Tuesday Classes Resume
06/05/2026 Friday Half Day AM Last Day of School

No School PD/Institute Day Half Day

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Superintendent

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July						
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2025-2026 Hazel Park SXI Program
8:00 a.m. - 11:30 a.m.
07/01 - 07/05/2025 - No School Holiday Break 07/07/2025 - Monday First Day of School 07/10 - 07/11/2025 No School 07/17- 07/18/2025 No School 07/24 - 07/25/2025 No School 07/28 - 08/01/2025 No School 08/07 - 08/09/2025 No School 08/14 - 08/15/2025 No School 08/27/2025 Thursday Half Day PM

No School PD/Institute Day Half Day

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Superintendent

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2025-2026 Webster Parent Calendar

Office Hours: 7:30am-4:00pm

Class Times: 7:45-2:45 - half days end at 10:55 , 8:00-3:00 half days end at 11:10

8/25/2025 - District Institute Day
8/26/2025 - District Institute Day
8/27/2025 - No students - Home Visits
8/28/2025 - No students - Home Visits
09/02/2025 - No School - Home Visits
09/03/2025 - First Day for Students
09/26/2025 - Half day for Students - No School in PM
10/13/2025 - No School for Students
10/23/2025 - Half Day for Students - Parent/Teacher Conferences in PM
10/24/2025 - No Students - Parent/Teacher Conferences
10/31/2025 - Half Day for Students - No School in PM
11/04/2025 - No School Professional Development Day
11/26/2025 - No School - Professional Development Day
11/27/2025 - 11/30/2025 Thanksgiving Break
12/01/2025 - School Resumes
12/19/2025 - Half Day - Holiday Recess Begins in PM
12/22/2025 - 01/04/2026 - Holiday Recess
01/19/2026 - No School - Professional Development
01/23/2026 - Half Day for Students - No School in PM
02/13/2026 - Half Day - Winter Break Begins PM
02/16/2026 - 02/20/2026 Winter Break
02/23/2026 - School Resumes
03/05/2026 - Half Day for Students - Parent/Teacher Conferences in PM
03/06/2026 - No Students - Parent/Teacher Conferences
03/27/2026 - Half Day - Spring Break Begins in PM
03/30/2026 - 04/03/2026 - Spring Break
04/06/2026 - No School - Professional Development
04/07/2026 - School Resumes
04/10/2026 - Half Day for Students - No School in PM
04/18/2026 - Half Day for Students - No School in PM
05/22/2026 - Half Day - Memorial Break Begins PM
05/25/2026 - No School - Memorial Day
05/26/2026 - Classes Resume
06/01/2026 - No Students - Home Visits
06/02/2026 - No Students - Home Visits
06/05/2026 - Last Day of School - Half Day for Students in AM
06/05/2026 - Last Day of School - Half Day for Students in AM

August 2025

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Color Chart
Home Visits
Half Day - Records, conferences or breaks
Professional Development
No School

INVEST Roosevelt

2025 - 2026 School Calendar

August '25

Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	X	X	20	21	X	23
24	25	26	27	28	X	30
31						

September '25

Su	M	Tu	W	Th	F	S
	X	2	3	4	X	6
7	8	9	10	11	X	13
14	15	16	17	18	X	20
21	22	23	24	25	X	27
28	29	30				

October '25

Su	M	Tu	W	Th	F	S
			1	2	X	4
5	6	7	8	9	X	11
12	13	14	15	16	X	18
19	20	21	22	23	X	25
26	27	28	29	30	X	

November '25

Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	X	8
9	10	11	12	13	X	15
16	17	18	19	20	X	22
23	24	25	X	X	X	29
30						

December '25

Su	M	Tu	W	Th	F	S
	1	2	3	4	X	6
7	8	9	10	11	X	13
14	15	16	17	18	X	20
21	X	X	X	X	X	27
28	X	X	X			

January '26

Su	M	Tu	W	Th	F	S
				X	X	3
4	5	6	7	8	X	10
11	12	13	14	15	X	17
18	X	20	21	22	X	24
25	26	27	28	29	X	31

February '26

Su	M	Tu	W	Th	F	S
1	2	3	4	5	X	7
8	9	10	11	12	X	14
15	16	17	18	X	X	21
22	23	24	25	26	X	28

March '26

Su	M	Tu	W	Th	F	S
1	2	3	4	5	X	7
8	9	10	11	12	X	14
15	16	17	18	X	X	21
22	X	24	25	26	X	28
29	X	X				

April '26

Su	M	Tu	W	Th	F	S
			X	X	X	4
5	6	7	8	9	X	11
12	13	14	15	16	X	18
19	20	21	22	23	X	25
26	27	28	29	30		

May '26

Su	M	Tu	W	Th	F	S
					X	2
3	4	5	6	7	X	9
10	11	12	13	14	X	16
17	18	19	20	21	X	23
24	X	26	27	28	X	30
31						

June '26

Su	M	Tu	W	Th	F	S
	1	2	3	4	X	6
7	8	9	10	11	X	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July '26

Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August
18th and 19th: PD
20th: First Day

January 19th: MLK Jr. Day PD
February 19th: PD
March 19th: PD

June 11th: Last Day

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

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: Dr. Catherine Cost, Interim Superintendent
Subject: Hazel Park Dance Team
Date: April 21, 2025

The Hazel Park Dance Team is a non-athletic club that includes participants in grades pre K - 12. They perform at various events, such as halftimes, and compete in competitions.

In May 2022, the Board approved opening the dance team up to other school districts' students (see attached copy of the proposal). In doing so, the program has experienced growth (47 participants total) and 12 come from outside of the district. The out of district girls pay the same amount as the in district girls. Members are selected after participating in tryouts. There has not been a situation where an in district girl has been cut in order to make room for an out of district participant. Each girl pays $1,100 a year and this covers costumes, judges fees and practice uniforms.

In November 2022, an agreement was written between the District and the Teacher's Union as they grieved the pay structure that was discussed at the May 2022 Board meeting. The result was the positions were added to Appendix B of the contract (see the attached copy of the agreement).

During the conversation in May 2022, the out of district provision was to be re-evaluated for the 2025 school year.. Tryouts for next year will be held in May, so this decision will guide that process.

The goal of growing the program has been met. Therefore, it is my recommendation that tryouts be open to only district participants, with the exception that the out of district participants who have been on this year's team be grandfathered into the program as long as they are successful in tryouts. Once an out of district participant ends her participation, she may not return to the program in the future.

Funding Source: The funding source would be general fund and activity accounts.
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.
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 I respectfully request the Board of Education to approve the changes as discussed in the meeting for the Hazel Park Dance Program.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D., Interim Superintendent

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders
Amy Kruppe, Ed.D.
Superintendent

Ford Administration
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www.hazelparkschools.org

To: Dr. Catherine Cost, Interim Superintendent
From: Dr. Megan Papasian-Broadwell, Executive Director of Student Services
Subject: Additional Language - Section 14. Use of Seclusion or Restraint - First Reading
Date: 4/21/2025

We are requesting the addition of the highlighted language to Board Policy - Section 14: Use of Seclusion and Restraint. This recommendation is a result of the collaboration efforts of the Seclusion and Restraint Focus Group 2024-2025.

Section 14. Use of Seclusion or Restraint. Pursuant to Public Act 395 of 2016, MCL §380.1307a, the Board directs the Superintendent to adopt as an administrative guideline a local policy, applicable to all District administrators, staff and contractors, that is consistent with the policy issued by the Michigan Department of Education in connection with the requirements of Public Acts 394 through 402 of 2016, MCL §380.1307, et seq., regarding restrictions on the use of seclusion and restraint in public schools. This policy is to accomplish the following objectives:

A. Promote the care, safety, welfare and security of the school community and the dignity of each pupil.

B. Encourage the use of proactive, effective, evidence- and research-based strategies and best practices to reduce the occurrence of challenging behaviors, eliminate the use of seclusion and restraint, and increase meaningful instructional time for all pupils.

C. Ensure that seclusion and physical restraint are used only as a last resort in an emergency situation and are subject to diligent assessment, monitoring, documentation and reporting by trained personnel.

Hazel Park School District further defines an imminent risk to safety as the reasonable expectation that serious physical injury will occur at any moment.

Physical restraint or seclusion should not be used except in situations where the child's behavior poses imminent danger of serious physical harm to self or others and other interventions are ineffective and should be discontinued as soon as imminent danger of serious physical harm to self or others has dissipated.

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.

Recommendation
That the Board of Education approve the additional language in Board Policy: Section 14. Use of Seclusion and Restraint

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed. D.
Interim Superintendent

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

Amy Kruppe, Ed.D.
Superintendent

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To: Hazel Park Board of Education
From: Dr. Catherine Cost, Interim Superintendent
Subject: MVCA Board Member Reappointment – Ramone Crowe
Date: 4/14/2025

Michigan Virtual Charter Academy (MVCA) has nominated current board member Ramone Crowe for reappointment to another four-year term. Mr. Crowe's current term is set to expire on June 30, 2025. While the reappointment is not immediately urgent, MVCA has expressed interest in confirming his continued service.

As this item does not require immediate action and to ensure transparency and proper board process, it is recommended that the reappointment be placed on the HPS Board agenda for consideration and approval. This timing will still ensure continuity of service without interruption.

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.

Funding Source: N/A

Recommendation
That the Board of Education approve the reappointment of Ramone Crowe to the MVCA Board, as presented.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

From: **Mr Tiger** <mrtigerfan21@gmail.com>
Date: Tue, Feb 11, 2025 at 12:28 PM
Subject: FOIA 1/28/25
To: jamie.buczko@myhpsd.org <jamie.buczko@myhpsd.org>

Hi Jamie,

I'd like to FOIA the security footage from 1/28/2025 from the Admin Building. Specifically, Bev Hinton and Debbie LeFrombois entering the building and leaving the building. The office they entered when they were there, and when they signed in. I believe they had unfettered access to the Superintendent's computer which contains highly sensitive information, not limited to, employee records, student records, etc... The Board works as one entity. Without a vote from The Board they were simply citizens accessing this information. I would also like to mention, Bev Hinton and Debbie LeFrombois may have set the district up for litigation because they could be accused of tampering with the information.

Thanks,
Dawn Rice

HAZEL PARK SCHOOLS

Date: 2/26/2025

To: Dawn Rice
From: James Paterson, District Counsel/FOIA Coordinator
RE: Recent FOIA Request

Dear Ms. Rice,

I am writing in response to your FOIA request that was sent via email and directed to the school district. Pursuant to the first part of your request a copy of the video has been preserved, therefore that portion of your FOIA request is granted. It is available for your review at a mutually convenient time.

Director of Technology Brad Wilkins will meet with you and he has additionally provided a log of the persons entering and leaving along with the times that each even occurred. I am including him on this response to facilitate communication of a convenient time for review. The video is approximately 3 and a half hours but it can be sped up if you wish.

If you have any further questions or concerns, please do not hesitate to reach out.

James Paterson
FOIA Coordinator
248-658-5225

Cc:
Dr. Catherine Cost, Interim Superintendent
Brad Wilkins, Director of Technology
Jamie Buczko, Executive Assistant

HAZEL PARK SCHOOLS

Date: 4/9/2025

To: Patrick Wright
From: James Paterson, FOIA Coordinator
RE: Email dated 1/27/2025

Dear Mr. Wright,

In response to your FOIA request via email it has been partially granted to the extent attached to this response. Some of the information included in the original email refers to children, students and non-employees of the District and as such has been redacted.

Since the FOIA request is partially denied due to the redaction of some portions of the original email, I am informing you of the right to appeal this partial denial decision.

INFORMATION ON APPEALING FOIA REQUESTS

For information on the District's procedures for responding to FOIA requests and appeals, please refer to the hyperlink https://www.hazelparkschools.org/our-district/freedom-of-information-act-foia/
on our webpage identified as the Hazel Park Schools Freedom of Information Act (FOIA), which includes FOIA Procedures and Guidelines, Affidavit of Indigency, Fee Itemization Form, and Summary of FOIA Procedures.

In accordance with MCL 15.241 and the District's procedures and guidelines, if a request to inspect or copy a record is denied, the person making the request may commence a civil action in circuit court to compel the District's disclosure of the public records.

In addition, the requestor may appeal the decision by submitting the appeal to the District's Board of Education. The written appeal shall state the word "appeal" and detail the reason(s) for requesting reversal of the denial.

The Board is not considered to have received the written appeal until the first regularly scheduled Board meeting following the submission of the written appeal. The Board shall, within 10 business days after receiving the written appeal, do one of the following:
• Reverse the disclosure denial.
• Issue a written notice to the requestor upholding the disclosure denial.
• Reverse the disclosure denial in part and issue a written notice to the requestor.
• Under unusual circumstances, issue a notice extending for not more than 10 business days the period during which the Board shall respond to the appeal.

If the Board of Education fails to respond to the appeal, or if the Board upholds all or a portion of the disclosure denial that is the subject of the written appeal, the requestor may seek judicial review of the nondisclosure by a commencing a civil action in circuit court.

HAZEL PARK SCHOOLS

The requesting party also has the right to receive attorneys' fees and damages as provided in Section 10 of FOIA if, after judicial review, the circuit court determines the District has not complied with FOIA and orders disclosure of all or portions of the public record.

If you have any further questions or concerns, please do not hesitate to reach out. We are here to support you and your son every step of the way.

James Paterson.
District Counsel/FOIA Coordinator
248-658-5225

Cc:
Dr. Catherine Cost, Interim Superintendent
Jamie Buczko

From: **'Kayln McGinnis' via BOARD MEMBERS** <Boardmembers@hazelparkschools.org>
Date: Sat, Jan 25, 2025 at 9:28 AM
Subject: Documentation purposes
To: <boardmembers@hazelparkschools.org>

To whom this may concern,

I'm writing this letter as a concerned parent and coaches wife. We have been battling for a year and a half with issues that have been taking place in your schools. There are some major issues to address. It all stems from 1 specific issue, that has lead to many issues.

This is the copied email I sent to Dr. Kruppe, so ignore the questions I'm asking. It's not towards the board. I will let you know when I redirect it to the board.

I will start with events in order:
Mrs. Alyssa McGinnis or maiden name Fitzgerald [redacted]. I personally let Miss. Samantha Rhoades know, via message, that Mr. Wright was using the facility in the wrong manner and to let his boss Mr. Richardson know. Mind you, I was not to be name dropped by Miss. Rhoades. Mr. Richardson then called Mr. Wright and was told it was me who turned him in. [redacted] Although, he's not the one who turned them in, it was I.

Due to the issues [redacted], Mr. Richardson and Mrs. Richardson would start doing petty things to try to get back at Mr. McGinnis for turning in their "family" Mr. Wright to the school. To which I believe a conversation was had with Mr. Wright on the matter, not sure about Mrs. Alyssa McGinnis, so I can't speak on that. Hopefully to which documented with HR the allegations against them.

We found out from multiple children in the high school that Mr. Thomas Oestrike, Mr. Richardson, Mr. Cal and Mrs. Kristina Herron were involved in multiple conversations bad mouthing Mr. Donald McGinnis. The kids have approached Mr. McGinnis on the matter and have told him things the children shouldn't have heard.

Mr. Oestrike tried to give Mr. Patrick Wright the junior high job, knowing the issues he created [redacted]. Yet, Mr. Oestrike knew this and still wanted Mr. Donald McGinnis to interview Mr. Patrick Wright for the position, knowing there was problems between them & knowing Mr. Eric McGinnis was the junior high coach and that would create more problems.

Mr. John Pehote was trying to get his family into an event for free at one of our home wrestling tournaments. To which he was told by Mrs. Richardson that he could not. I'm not sure why that was a rule, seeing as how family members are let in all the time for events without paying. Even your own board member Monica Rattee has snuck in our Junior Vikings games without paying, due to Mr. Chris Rattee unlocking the gate for them. To which I'm sure you'll see on video footage if checked.

Mrs. Dana Richardson was harassing Mr. John Pehote. Which ultimately lead to his firing. We were told Coaches can walk the halls if they have their badge. They shouldn't have to go to the front door to check in, seeing as they're criminal background checked and allowed door access key cards. Has Mrs. Richardson harassed other sport employees for the same thing? Was Mr. Cal met with those same exact standards to check in at the front office every single day? Will his encounters be on video footage at the front desk & sign in log?

Mr. Thomas Oestrike gave us permission to work out in the gym via email. To which I was met by a custodial staff after being seen by Mr. Rattee and told I needed to leave the gym. We were not allowed to work out. When asked who gave those orders, he said my boss Mr. Richardson. To which I had a conversation on the phone and via text with Dr. Amy about the incident.

There was an event for wrestling when Mr. Rattee was to bring us mat tape one time and complained that he "Wasn't supposed to be working that day!" [redacted]

[redacted]

There was an incident with Mr. Coach Cal and [redacted]

[redacted] Mr. McGinnis went to confront Mr. Cal on the matter and asked Mr. Cal to have a conversation in the athletic office and Mr. Cal refused. So Mr. McGinnis and Mr. Cal shared some words after practice with one another and Mr. Rattee came over to try to figure out what was going on. To which Mr. Rattee and Mr. McGinnis started to talk about the issues within the school. Mr. McGinnis was expressing himself and pointing his finger to communicate, something he does quite often when talking and Mr. Rattee said “If you don’t get your finger out of my face we’re going to have a problem” and stepped up to Mr. McGinnis. Mr.McGinnis did say”I apologize I talk with my hands” Then Mr. Rattee apologized for his actions and we left it at that. We didn’t bring it up with staff because they had settled it themselves. But seeing as that exact same issue happened but with [redacted] and Mr. Rattee, thought it would be good to bring that up. Since I was standing there that day Mr. Rattee threatened Mr. McGinnis that he was going to fight him. There were other witness present at the time seeing as High school practice just ended and Junior Vikings was about to begin.

There was also the incident of Mr. Shelby Hunter [redacted] forgetting to pick up their child from football practice after school. [redacted] We as volunteers wait until every last kid is picked up. We were still at the junior high when Mr. Shelby Hunter came up to have a conversation with [redacted] He was very rude and aggressive. He tried to blame us for his kid thinking he could walk home by himself. We have to watch over 100 kids go to their parents vehicles. There’s no way we would’ve known he wasn’t walking to a parents vehicle. Mr. Hunter approached Mrs. Howard in a threatening manner. [redacted] Then for him to act out against [redacted] was inexcusable. Especially with all us volunteers sitting by and watching how he acted and some of our own children had T witness his behavior.

The Rattee’s and the Richardson’s have been very close lately and stirring up stuff.

We had a home volleyball game at the junior high school. Mrs. Rattee found it fitting to make a comment to the police officers Mr. Piper and Mr. Porter that we need a “food license to sell food” to which them not knowing everything going on, came out to mess with M[redacted]. Which started a whole other issue. Which was brought up in emails to you from [redacted] to board members, hence the Scout park issue.

Then there's the constant issues with having our Junior Vikings stuff stored and or not wanting to be moved by your employees. We've had issue with the tables trying to be covered up and or taken, mats to be moved….. the list goes on.

Most recent was Mrs. Richardson not wanting to let Mr. McGinnis back through the gate after stating the gate is for football players only….but let Mr. Patrick Wright in the gate. I'm sure that's on the security footage as well.

[redacted] was brought into the situation as well. Pretty much saying he'll get the Coaching position. I can attach that Facebook post as well.

Like I mentioned before I will document every encounter from here on out that I have with the Richardsons, Wrights, Rattee's and whoever else joins their clique and tries to create drama with us.

Like I've said before, we keep trying to get over all this stuff…… but they keep picking at us and picking at us hoping to strike a nerve.

I understand there are a lot of employees to handle, but you as a boss need to stop being their friend and start holding your staff accountable for their actions. They just walk all over you, knowing there's no repercussions from their behavior. Monica is your right hand woman and she's over here telling people the Junior Vikings will fail without her and her family. We just received that text message this morning from a parent that overheard her phone conversation. I also have a message from a parent that sat close by to her and overheard some of her conversations about us in another message. To which I can attach for proof.

The thing is, we don't have any asses to kiss. I don't need to lie about any of this, what will I personally gain from it?!? I don't work for the schools, I have no one to impress I don't care who doesn't like me. I'm a volunteer, I put my time in for these kids. I don't need recognition for anything because what I do, comes from the heart. Some people only want to be the face of things. Others truly want to make a difference and see these kids succeeding in life. I can't tell you how much money we've spent on our wrestlers or how many hours it's taken to make sure they've gotten home safely. We've put endless hours into "parenting" the city's children. Without us, some of these kids would be lost. Sports are import for our youth! It helps keep them out of trouble. Donald will tell you first hand he was a horrible kid, he was always in trouble & what saved him was sports. So he's here to make a difference in these kids' lives. He was that kid that needed the sport to keep him in school, to behave himself. He's passionate about wrestling. He's also very disappointed that there's constant battles from trying to do what's right. He's

just there to coach, and it's made difficult by the "clique" in the school.

This letter is to reference events taking place for everything that has lead up to this very moment.

We hope you'll reconsider [redacted] being able to be on the premises while Chris is around. That would be the only way he'd be able to coach wrestling for the Junior Vikings at a tournament scheduled at the high school and other events that take place. We have a lot of parents preparing to pull their children from the Junior Vikings and schools if certain actions are not taken against your staff. They see it happening too and they're all tired of it. It's not just our volunteers, It's complete outsiders that can see what's going on within the schools. We want to see changed behaviors. I'm not going to lie, I'm thinking about pulling my kids to get away from the nonsense and I shouldn't feel that way! I love our city but there's certain people who're toxic to our schools. I think you're wonderful with the children Dr. Amy, the teachers are amazing with my kids, it's just getting some staff under control that has me thinking a different district may be our best option. Which I would hate to do seeing as I'm a Hazel Park alumni who graduated with honors and someone who has always been proud to be a Hazel Parker, up until this very moment.

Please take this letter into consideration. Thank you for your time, I know it's quite long.

The attached documents underneath. One from a parent that massaged [redacted]. Another from a parent that doesn't even live in our district but was a parent on flag.

Board: That was email 1 sent to Dr. Kruppe

Here are some other emails I sent to Dr. Kruppe:

[redacted]

Some of these issues were old but I wanted to be transparent with everything that has taken place, leading up to this very moment. My husband and I could both agree that Mr. Rattee was helpful recently with our wrestling tournament and it was very appreciated.

Today we were informed that Mr. Patrick Wright will get the junior high coaching job. To which a lot of parents are angry about. They will not allow their kids to wrestle for him as we will not allow our own son to wrestle for him. We're not looking to have anyone fired. We do NOT want our child wrestling for him, we don't even want Pat speaking to him or Alyssa speaking to our son for that matter, given the circumstances. How would you feel if someone was to coach your child that had an affair with your "family" then threatened your family after that?!

Our meeting with Jimmy and Kristy Cales didn't go as planned. I have the recording if you'd like to listen. Apparently with everything given, they will still give Patrick Wright the junior high coaching position. So we hope you will hear our concerns and take them into consideration. We would love for our child to get to wrestle his junior high career as he did last year but not with Pat coaching him.

Thank you for your time.
Kayln McGinnis

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

Amy Kruppe, Ed.D.
Superintendent

Ford Administration
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5200 | F: 248-544-5443
www.hazelparkschools.org

March 17, 2025

Simone Chancellor
simone.chancellor@yahoo.com

Dear Ms. Chancellor,

This written notice is a response to your March 10, 2025 letter requesting records under the Freedom of Information Act. Pursuant to FOIA MCL 15-235(d), Hazel Park Schools is extending for a period of not more than ten (10) business days the period in which the District will respond to your request. We are working to obtain the records and they will be available on or before March 31, 2025.

Please contact me at james.paterson@myhpsd.org or (248) 658-5225 if you would like to discuss the FOIA request further.

Respectfully,

James Paterson
District Counsel
FOIA Coordinator

By: Email

HAZEL PARK PROMISE

HAZEL PARK SCHOOLS

Date: 4/7/2025

To: Simone Chancellor
Simone.chancellor@yahoo.com

From: James Paterson, FOIA Coordinator
RE: Letter dated 3/10/2025

Dear Ms. Chancellor,

In response to your FOIA request via letter, it is being partially granted and partially denied.

You are entitled to review the "cumulative file from 6th – 8th grade for" that is in the possession of Hazel Park Schools for your student Tracey Chancellor III." - This portion is granted.

You are further entitled to review the video of the incident involving your student on January 13, 2025. Arrangements will need to be made to schedule a convenient time for you to review the video. The video review will be conducted at the Ford building and our technology Director Mr. Brad Wilkins will support identifying the relevant video. This portion of the request is granted.

Pursuant to MCL 15.234(5), the District administers and maintains an official internet presence which contains public records available to the general public and your request for "HPJH standardized test scores" may be found online at the following location: https://mischooldata.org/

The request for the "# of students sent to Advantage Alternative School from HPJH for the 23/24 – 24/25 school year -reason why & race" . Your request is denied to the extent that the District certifies that it does not have in its possession any such records requested for they do not exist to the best knowledge of the District under the name given by the requester or by another name reasonably known to the District.

You have also requested that the "exact documents that were included the brown/yellow envelopes held by school board members, superintendent, Jaime Buczko during my closed session school board meeting on February 25, 2025". The documents provided to the Board were a copy of the students disciplinary file and your request to review his file encompasses that information and was granted above.

The request for "Disciplinary records as well was who has seen or has access to the video assault of my student by LB and have forwarded to local police (assault date 01/13/2025)". This request includes the disciplinary records which was granted above but the District possesses no public documents on who has or has not seen or has access to the video therefor that portion of this request is denied to the extent that the District certifies that it does not have in its possession any such records requested for they do not exist to the best knowledge of the District under the name given by the requester or by another name reasonably known to the District.not public record that the district has in its possession and as such cannot be provided. - This request is partially granted and partially denied.

HAZEL PARK SCHOOLS

The following is a list of requests that you have made that require a public record search and/or an examination for separation of exempted from nonexempt, or privileged materials. These searches, reviews and redactions require payment of a fee before the items, the estimated costs accompany each request to the extent that any of these items that the District possesses. possession.

1. - "Performance evaluations for Amy Kruppe, interim Superintendent, Mr. Smith, (advantage principal) Mr. Kiger, Jamie Buczko and Carla Beach." Your request is granted and will be prepared for your receipt.

2. – "A list of all searchable terms about Tracey Chancellor III including name, nickname, initials, student ID #, birthdate, (please do not destroy any records) via emails, text (work or personal), or district communication software (ie zoom, teams … etc) from 6th-8th grade." – The District is able to provide relevant **emails** that are indexed by Tracy Chancellor II name however the remainder of your request is denied to the extent that the District certifies that it does not have in its possession any such records requested for they do not exist to the best knowledge of the District under the name given by the requester or by another name reasonable known to the District.

3. – "emails and voice recordings related to, of, or sent to Simone & Tracey Chancellor Jr. including voicemails."

The emails portion of your request is granted however, with respect to the voice recordings and voice mails your request is denied to the extent that the District certifies that it does not have in its possession any such records requested for they do not exist to the best knowledge of the District under the name given by the requester or by another name reasonable known to the District.

4. – "any video or audio recordings that regard Tracey Chancellor III – including video or audio recordings that include parents (one or both) Simone Chancellor or Tracey Chancellor Jr. Including meetings from 01/27/2025 and Feb 25, 2025 if applicable." Your request is denied to the extent that the District certifies that it does not have in its possession any such records requested for they do not exist to the best knowledge of the District under the name given by the requester or by another name reasonable known to the District. Video of the meetings on 1/27/2025 and 2/25/2025 are available on the District's public website and they are available for your review.

5. – "video from fight on May 25, 2023, around or right before 12:35 pm as student record (redact as necessary per FERPA)." Your request is denied to the extent that the District certifies that it does not have in its possession any such records requested for they do not exist to the best knowledge of the District under the name given by the requester or by another name reasonable known to the District.

HAZEL PARK SCHOOLS

Pursuant to MCL 15.234(8) the District will require that a good faith deposit before providing the public records in the amount of $152.50. Failure to pay the good faith deposit within 45 days will result in the request being deemed abandoned.

Since the FOIA request is partially denied and partially granted I am informing you of the right to appeal this partial denial decision.

INFORMATION ON APPEALING FOIA REQUESTS

For information on the District's procedures for responding to FOIA requests and appeals, please refer to the hyperlink https://www.hazelparkschools.org/our-district/freedom-of-information-act-foia/
on our webpage identified as the Hazel Park Schools Freedom of Information Act (FOIA), which includes FOIA Procedures and Guidelines, Affidavit of Indigency, Fee Itemization Form, and Summary of FOIA Procedures.

In accordance with MCL 15.241 and the District's procedures and guidelines, if a request to inspect or copy a record is denied, the person making the request may commence a civil action in circuit court to compel the District's disclosure of the public records.

In addition, the requestor may appeal the decision by submitting the appeal to the District's Board of Education. The written appeal shall state the word "appeal" and detail the reason(s) for requesting reversal of the denial.

The Board is not considered to have received the written appeal until the first regularly scheduled Board meeting following the submission of the written appeal. The Board shall, within 10 business days after receiving the written appeal, do one of the following:
• Reverse the disclosure denial.
• Issue a written notice to the requestor upholding the disclosure denial.
• Reverse the disclosure denial in part and issue a written notice to the requestor.
• Under unusual circumstances, issue a notice extending for not more than 10 business days the period during which the Board shall respond to the appeal.

If the Board of Education fails to respond to the appeal, or if the Board upholds all or a portion of the disclosure denial that is the subject of the written appeal, the requestor may seek judicial review of the nondisclosure by a commencing a civil action in circuit court.

The requesting party also has the right to receive attorneys' fees and damages as provided in Section 10 of FOIA if, after judicial review, the circuit court determines the District has not complied with FOIA and orders disclosure of all or portions of the public record.

If you wish to avail yourself of the opportunity to review the granted portions of this request, specifically the review of the video and your students file, please make arrangements with the District office and we will try to set up a mutually agreed upon date and time.

If you have any further questions or concerns, please do not hesitate to reach out. We are here to support you and your son every step of the way.

James Paterson.
FOIA Coordinator
248-658-5225

Cc:
Dr. Catherine Cost, Interim Superintendent
Jamie Buczko, Executive Assistant
Brad Wilkins, Director of Technology

HAZEL PARK SCHOOLS

FOIA Fee Itemization Form

Component	Cost Calculations	Total
1. Labor Costs – Search, Location, and Examination of Records	Enter the hourly wage of lowest paid employee capable of performing the search, location and examination $__30___per hour Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost) _____% Multiply the hourly wage times the fringe benefit multiplier $_____ x 1._____ = $_____ If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs) $_____ x 1._____ = $_____ Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment $_30___ /4 = $_7.50_	
	Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate $__7.50__x __24__ = $__90___	$ __180___
2. Employee Labor Costs – Redaction	If performed by the public body's employee: Enter the hourly wage of lowest paid employee capable of performing the redaction $__40__per hour Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost) _____% Multiply the hourly wage times the fringe benefit multiplier $_____ x 1._____ = $_____	

	If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs) $_____ x 1._____ = $_____ Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment $__40__/4 = $_10___	
	Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate $___10___x __8___ = $_80___	$__80____
2. Contracted Labor Costs – Redaction	If performed by Contracted Labor (Only permitted if the public body does not employ a person capable of redacting the records as determined by the FOIA Coordinator): Name of person or firm contracted: _____ Enter the hourly rate charged by the contractor (may not exceed six (6) times the current State minimum wage: $9.65 in 2020; (i.e. $9.65 x 6 = $57.90)) $_____ per hour Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment $_____ /4 = $_____	
	Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate $_____ x $_____ = $_____	$_____
3. Non-Paper Physical Media	Actual and most reasonably economical cost of: Flash Drives $_____ x number used _____ = $_____ Computer Discs $_____ x number used _____ = $_____ Other Media $_____ x number used _____ = $_____	$_____
4. Paper Copies	Actual total incremental cost of duplication (not including labor) up to a <u>maximum of 10 cents per page</u>: Letter paper (8 1/2" x 11") Number of sheets _____ x $0.____ = $_____	

	Legal paper (8 ½" x 14") Number of sheets _____ x $0.____ = $_____ Type of Paper:_____ Number of sheets _____ x $0.____ = $_____ Type of Paper:_____ Number of sheets _____ x $0.____ = $_____ (**NOTE**: Must print double-sided if available and costs less.)	$_____
5. Labor Cost – Duplication Copying, and Transferring records to non-paper physical media	Enter the hourly wage of lowest paid employee capable of performing the duplication, copying, or transferring digital records to non-paper physical media $___15___per hour Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost) _____% Multiply the hourly wage times the fringe benefit multiplier $_____ x 1._____ = $_____ If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs) $_____ x 1._____ = $_____ Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment $___15_/4 = $_3.75_ (**NOTE**: May use any time increment for this category)	
	Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate ___12_____ x $_3.75_ = $__45__	$____45____
6. Mailing	Actual cost of mailing records in a reasonable and economical manner: Cost of mailing: $_____ Cost of least expensive form of postal delivery confirmation: $_____ Cost of expedited shipping or insurance only if specifically stipulated by the requestor:	

	$_____	$_____
	Subtotal	$_____
Waivers and Reductions	Subtract any Fee Waiver or Reduction: $20.00 for indigency or nonprofit organization as further described in the Public Body's procedures and guidelines. Any amount determined by the Public Body due to the search and furnishing of the Public Record determined to be in the public interest. $_____ The reduction amount due to the late response of the Public Body. 5% of fee x _____ days late = _____% reduction (maximum reduction is 50%)	-$_____
Deposit	Subtract any good-faith deposit received: $_____	-$_____
	Total Due	$___305__

HAZEL PARK SCHOOLS

Today's Learners, Tomorrow's Leaders

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: Dr. Catherine Cost, Interim Superintendent

Subject: Student Discipline

Date: April 21, 2025

We are presenting this information as part of the expulsion process:
The Superintendent will exercise discretion over whether or not to suspend or expel a student for persistent disobedience or gross misconduct. In exercising that discretion for a suspension of more than ten (10) days or expulsion, there is a rebuttable presumption that a suspension or expulsion is not justified unless the Superintendent can demonstrate that it considered each of the factors listed above. For a suspension of ten (10) days or fewer, there is no rebuttable presumption, but the Superintendent will still consider these factors in making the determination.

Students are afforded due process:
The Board recognizes exclusion from the educational programs of the District, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and is one that cannot be imposed without appropriate due process, since exclusion deprives a child of the right to an education. The Board also recognizes that it may be necessary for a teacher to remove a student from class for conduct disruptive to the learning environment, and that such removals are not subject to a prior hearing, provided the removal is for a period of less than twenty-four (24) hours.

Per the policy Student 20240016 has been recommended for expulsion and as outlined in the letters that have been provided with further required documentation to petition for reinstatement back into the school.

Funding Source: Not Applicable

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.

APPROVED AND RECOMMENDED FOR BOARD ACTION

Catherine Cost, Ed.D.
Interim Superintendent

Attendee/Title	Event	Dates of Event	Location	Cost	Mileage	Notes
Catherine Cost	OCSBA Awards Banquet	6/18/2025	Oakland Schools	$45.00	No	
Deborah Laframboise	OCSBA Awards Banquet	6/18/2025	Oakland Schools	$45.00	No	
Heidi Fortress	OCSBA Awards Banquet	6/18/2025	Oakland Schools	$45.00	No	
Nathan Becker	OCSBA Awards Banquet	6/18/2025	Oakland Schools	$45.00	No	
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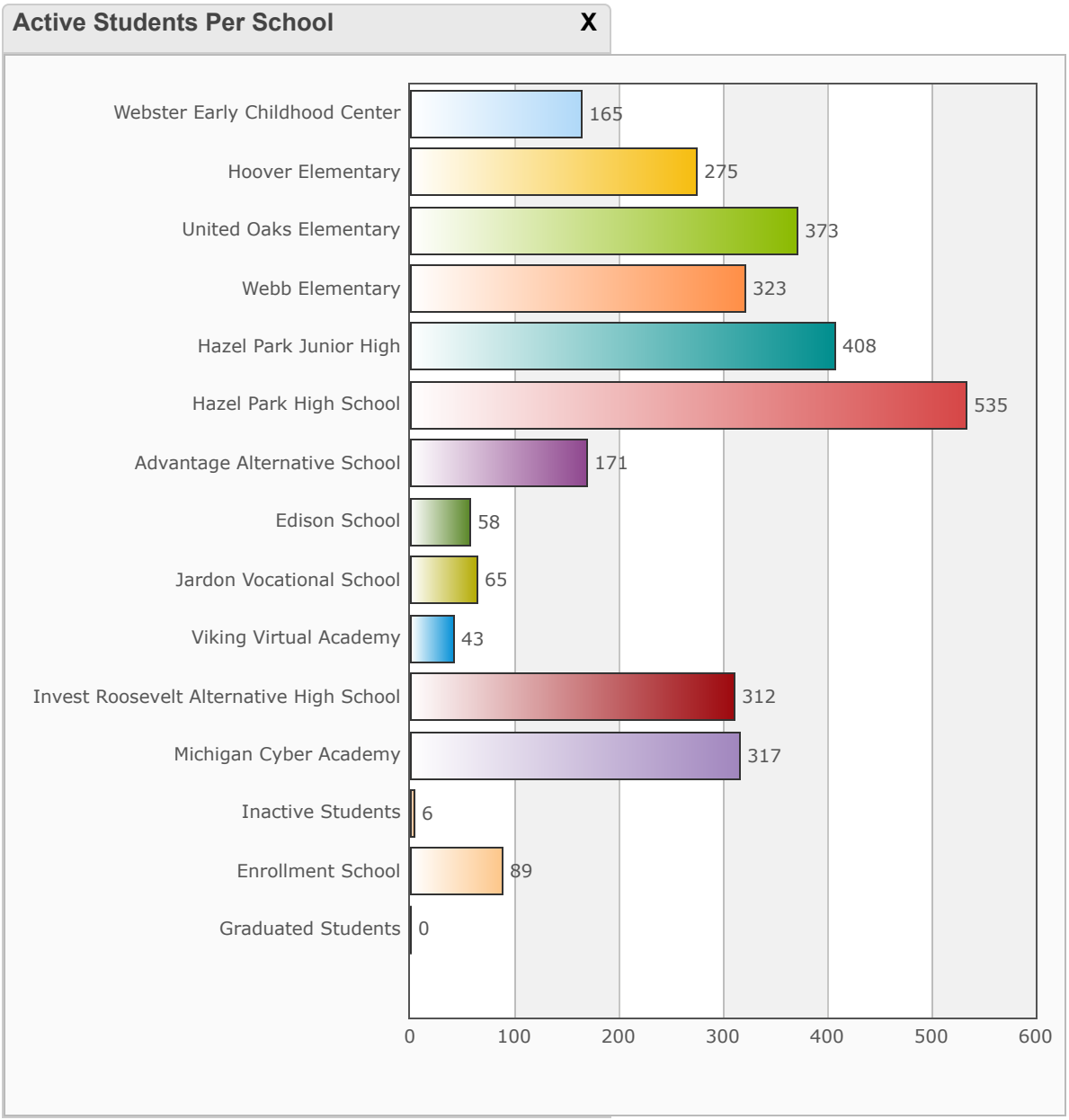
Review District Info



Sponsors Name	Organization	Type of Fundraiser	Purpose	Beginning Date	Princpal/ Athletic Director Approved	Superintendent Approved	Board Shared	Notes
CJ Goff	Hazel Park Basketball	Tournament	To raise money for the basketball program	May 10 & 18, 202	Yes	Yes	4/15/25	