



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

Agenda

Regular Meeting

Ford Administration Building

1620 E Elza Avenue

Hazel Park, MI 48030

August 21, 2023

5:30 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, Rick Nagy, prior to the meeting at rick.nagy@myhpsd.org.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA (ACTION ITEM)

PUBLIC COMMENT

The Board of Education recognizes the value of public comment on education items and the importance of allowing members of the public to express themselves on District matters.

During this portion of public comment, each statement made by a participant shall be limited to three (3) minutes and participants must identify themselves by name and address.

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.

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PUBLIC COMMENT	
<i>During this portion of public comment, each statement made by a participant shall be limited to one (1) minute and participants must identify themselves by name and address.</i>	
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 MI
Agenda
Regular Meeting
June 19, 2023 5:30 PM

CALL TO ORDER

I will now call the regular meeting of the Hazel Park Board of Education to order on this, June 19, 2023 is called to order at 5:30 pm.

ROLL CALL

Members Present: Baldwin, Fortress, Hinton, Laframboise, Rattee, Rice, Nagy

Members Absent:

Others Present: Kruppe, Zirnis, Dulmage, Paterson, Cales, Papasian-Broadwell, Wilkins

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA (ACTION ITEM)

Moved by Baldwin, supported by Rice that the Board of Education approve the agenda as written.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

SPECIAL ORDER OF BUSINESS

A. Student Recognition

High School graduate, Morgan Lee was recognized for her outstanding ceramic vase. Her work had been selected by a jury to be part of the Annual National K-12 Ceramic Exhibition in Cincinnati, Ohio last March. There were nearly 1,500 entries submitted.

B. Athletic Recognition

High School graduates, Jihad “JJ” Ragland and Khari “Smiley” Hurt were both honored for their amazing hard work and dedication as they closed out their senior year. These amazing Student Athletes made it to the State Finals. Both students took All-State.

C. Data Presentation

Dr. Dulmage presented the data information from the 2023-24 school year. She shared with the board some great areas of improvement and a few areas of focus. Overall there is fantastic growth happening with our district. Dr. Dulmage credits this to new curriculum purchased by the district and the hard work and dedication of our amazing staff!

D. Athletic Department - Year in Review

Athletic Director, Mr. Oestrike shared his presentation on the past year in sports. We have grown every sport we offered and also brought sports back to the Junior High! We have built strong teams as the numbers are increasing and the momentum is definitely building as we move forward. It's very exciting to be a part of this program and to watch it grow but we're not stopping here! We are losing a lot of fantastic athletes this year as they move on past graduation but we have many more coming up. We're looking forward to putting in the work as we continue to train these students for another fantastic year!

E. Clarification of Policy

Moved by Baldwin, supported by Rice that the Board of Education approve the agenda as written.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

PUBLIC COMMENT - None

CONSENT AGENDA (ACTION ITEM)

Moved by Baldwin, supported by Rattee that the Board of Education approve the consent agenda as written.

Discussion

Roll Call Vote

Yeas Baldwin, Rattee, Rice, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

UNFINISHED BUSINESS

A. Policy (2nd Reading) (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the policies, as written.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

NEW BUSINESS

A. Juneteenth Resolution (Action Item)

Moved by Baldwin, supported by Rattee that the Board of Education approve the Juneteenth resolution, as presented.

Discussion

Roll Call Vote

Yeas Baldwin, Rattee, Rice, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

B. MHSAA Resolution (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the resolution for MHSA, as presented.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

C. Calendars (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the 2023-24 school year calendars, as presented.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

D. Powerschool (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the transition and purchase to Powerschool at a cost not to exceed \$178,508 for the first year and \$123.00 thereafter.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

E. Paving Projects (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the District Paving projects for \$40,500.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

F. School Communications Renewal (Action Item)

Moved by Baldwin, supported by Rattee that the Board of Education approve the renewal of SchoolMessenger for the following school years 2023-2025 in the amount of \$22,061.29.

Discussion

Roll Call Vote

Yeas Baldwin, Rattee, Rice, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

G. Securly Renewal (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the renewal of SECURLY for the following school years 2023-2025 for \$61,446.72.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

H. Phone System (Action Item)

Moved by Baldwin, supported by Rattee that the Board of Education approve the Phone Hardware RFP and Phone purchase not to exceed \$50,000.

Discussion

Roll Call Vote

Yeas Baldwin, Rattee, Rice, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

I. Preschool Classroom (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the addition of a classroom at Webster ECC for children under the age of 3 years old.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

J. Webster Classroom Furniture & Materials (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the purchase of additional furniture, flexible seating, and equipment/materials in an amount not to exceed \$46,500.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

K. Edgenuity Subscription Renewal (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the renewal of the Edgenuity licenses in the amount of \$96,662.50.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Nagy, Rattee,

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

L. Direct Instruction Compensation (Action Item)

Moved by Baldwin, supported by Rattee that the Board of Education approve the funds for two days of training on the Corrective Reading and Connected Math programs for \$66,620.

Discussion

Roll Call Vote

Yeas Baldwin, Rattee, Rice, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise:

Motion carried.

M. Curriculum Associates - iReady Renewal (Action Item)

Moved by Baldwin, supported by Rice that the Board of Education approve the yearly renewal costs in the amount of \$27,793.12.

Discussion

Roll Call Vote

Yeas Baldwin, Rice, Rattee, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

N. Secondary Curriculum Renewal (Action Item)

Moved by Baldwin, supported by Rattee that the Board of Education approves the renewal of Science Dimensions and Big Ideas Math for the 23/24 school year, as presented.

Discussion

Yeas Baldwin, Rattee, Rice, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

O. Student Discipline (Action Item)

Moved by Rice, supported by Rattee that the Board of Education approve the expulsions, as presented.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

P. AFSCME Contract (Action Item)

Moved by Rice, supported by Rattee that the Board of Education approve the AFSCME agreement, as written.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

Q. HPPA Contract (Action Item)

Moved by Rice, supported by Rattee that the Board of Education approve the HPPA agreement, as written.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

R. HPASA Contract (Action Item)

Moved by Rice, supported by Rattee that the Board of Education approve the HPASA agreement, as presented.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

S. Secretarial Group (Action Item)

Moved by Rice, supported by Rattee that the Board of Education approve the changes for the secretarial group, as presented.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

T. Board Protocol - 1st Reading (Action Item)

Moved by Rice, supported by Rattee that the Board of Education approve the first reading of the Board protocols, as written.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

U. Ulliance (Action Item)

Moved by Rice, supported by Rattee that the Board of Education approve offering Ulliance EAP to Hazel Park Schools employees and their dependents, as written.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion carried.

V. Metal Detectors (Action Item)

Moved by Rice, supported by Rattee that the Board of Education approve the purchase of two metal detectors at a cost not to exceed \$25,000, as presented.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise:

Motion carried.

CLOSED SESSION

A. Motion to recess into closed session (h) attorney client privilege to consider material exempt from discussion or disclosure by state or federal statute; which is exempt from disclosure pursuant to Section 8(h) of the Open Meetings Act.

Moved by Rice, supported by Rattee that the Board of Education approve the motion to recess into closed session (h) attorney client privilege to consider materials exempt from discussion or disclosure by state or federal statute; which is exempt from disclosure pursuant to Section 8(h) of the Open Meetings Act.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Nagy

Nays:

Abstain: Fortress, Hinton, Laframboise

Motion failed.

SUPERINTENDENT REPORT

A. Enrollment

B. Back to School Registration

1. July 13, 2023

4 - 8pm @ Ford Administration

2. July 27, 2023

4 - 8pm @ Ford Administration

3. August 10, 2023

4 - 8pm @ Ford Administration

4. August 24, 2023

4 - 8pm @ Ford Administration

CALENDAR DATES

A. June 26, 2023 - Budget Meeting

B. August 14, 2023 - Committee Meetings

PUBLIC COMMENT -

None

BOARD MEMBER AND ADMINISTRATION COMMENTS

- Heidi Fortress, Trustee -** *I hope everyone has a happy summer and see you on Monday!*
- Beverly Hinton, Trustee -** *Heroes of the Classroom, our teachers are at the top of that list. I know everyone works hard but the teachers work hard!
Congratulations to the graduates and I hope you all have a wonderful summer!*
- Melissa Baldwin, Vice President -** *Congratulations to the Graduates! Please take advantage of the sports camps this summer! They are such a good opportunity for our kids. I hope everyone has a great summer!*
- Dawn Rice, Secretary -** *Happy July off! At Graduation, I was able to give my granddaughter her diploma so thank you all for allowing me to do that! It was really special and meant a lot to me. I hope everyone has a nice summer!*
- Monica Rattee, Treasurer -** *Congrats to the student athletes! Our sports are amazing. Thank you Tom, you really are doing a great job! Stephanie, I know there's a lot of work that goes into what you do and I thank you for that. I think the metal detectors and the wands are great! I also agree these sports camps are a great thing!*
- Deborah Laframboise, Trustee -** *Congratulations to the student athletes! They work hard and do a fabulous job as does Tom, and for the student growth in the district. Have a great summer.*
- Dr Kruppe, Superintendent -** *I would like to welcome Kevin to the district! He's very smiley and brings a great positive energy with him! We are very excited to have him here. Please stop by Jamie's office to grab your book, "I Never Thought of it Like That", these were purchased for the Board and for Cabinet.*
- Rick Nagy, President -** *Great job to our graduates! I hope everyone has a great summer!*

*Moved and supported that the meeting be adjourned at 7:13 PM
Unanimous Approval.*



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Agenda

Special Board of Education Meeting

Ford Administration Building
1620 E Elza Avenue, Hazel Park, MI 48030
June 26, 2023 at 3:30 PM

CALL TO ORDER

The Special Meeting of the Hazel Park Board of Education was held on June 26, 2023 and was called to order by President Nagy at 3:30 p.m.

ROLL CALL

Members Present: Baldwin, Fortress, Hinton, Rattee, Rice, Nagy
Members Absent: Laframboise
Others Present: Kruppe, Zirnis, Dulmage

APPROVAL OF THE AGENDA (ACTION ITEM)

Moved by Rice, supported by Baldwin that the Board of Education approve the agenda as written.

Discussion

Roll Call Vote

Yeas Rice, Baldwin, Fortress, Hinton, Rattee, Nagy

Nays:

Abstain:

Motion carried.

PUBLIC COMMENT - None

NEW BUSINESS

A. Tax Rates (Action Item)

Moved by Baldwin, supported by Rattee, that the Board of Education approve the tax rates, as presented.

Discussion

Roll Call Vote

Yeas Baldwin, Rattee, Fortress, Hinton, Rice, Nagy

Nays:

Abstain:

Motion carried.

1) Public Comment - None

B. Budget Presentation (Action Item)

Moved by Rice, supported by Rattee, that the Board of Education approve the budget, as presented.

Discussion

Roll Call Vote

Yeas Rice, Rattee, Baldwin, Fortress, Hinton, Nagy

Nays:

Abstain:

Motion carried.

PUBLIC COMMENT - None

BOARD MEMBERS AND ADMINISTRATION COMMENTS

Heidi Fortress, Trustee Have a good week, I'm glad everyone's power is back on.

Beverly Hinton, Trustee Have a Happy Summer!

Melissa Baldwin, Vice President Thank you Jason for your hard work on the budget. I hope everyone has a great summer!

Dawn Rice, Secretary Thank you Jason. I hope everyone has a great summer!

Monica Rattee, Treasurer Have a great summer everyone.

Rick Nagy, President I just wanted to thank everyone who came to the dinner to where I was recognized for 20 years of service. Thank you also to those who called or texted to congratulate me. It really means a lot. I also hope everyone has a great summer!

ADJOURNMENT

Moved and supported that the meeting be adjourned at 4:10 pm.

Unanimous Approval



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

Agenda

Workshop Meeting

August 7, 2023 5:00 PM

CALL TO ORDER

I will now call the workshop meeting of the Hazel Park Board of Education to order on this, August 7, 2023 is called to order at 5:01 pm.

ROLL CALL

Members Present: Fortress, Hinton, Laframboise, Nagy, Rattee, Rice

Members Absent: Baldwin

Others Present: Kruppe

APPROVAL OF THE AGENDA (ACTION ITEM)

Moved by Rice, supported by Rattee that the Board of Education approve the agenda as written.

Discussion

6 in favor/0 opposed

Roll Call

Yays: Rice, Rattee, Fortress, Hinton, Laframboise, Nagy

Nays:

Motion carried.

PUBLIC COMMENT *None*

UNFINISHED BUSINESS

A. Board Self-Evaluation

Moved by Rice, supported by Rattee that the Board of Education continue the review of the Board Self-Assessment, as presented.

Discussion

6 in favor/0 opposed

B. Summer Institute Sessions

Moved by Fortress, supported by Hinton that the Board of Education approve to pay for Board Members to attend the Summer Institute instead of paying out of pocket.

Discussion

6 in favor/0 opposed

BOARD MEMBER AND ADMINISTRATION COMMENTS

Debbie Laframboise, Trustee

I think this was good, we're all going to the same place and We just need to find common ground on how to get there.

Monica Rattee, Treasurer

I think went much better than May and hopefully we can learn to work together. I hope everyone has a great night.

Dawn Rice, Secretary

I want to say that everyone has the right to vote. I'm not judging your votes and I think the discussion part is good, if we can do it without attacking.

Beverly Hinton, Trustee

I hope everyone has a good night.

Heidi Fortress, Trustee

Everyone have a good night.

Dr Kruppe, Superintendent

I hope you all read the book, "I Never Thought of it That Way", it's a great book they even mentioned it at the Oakland County dinner we attended. We definitely have something to celebrate with our graduation rates!

Rick Nagy, President

I just want to thank everyone for coming out to this meeting tonight. Thank you (Julie Kaminski) for being here to present with us tonight. I've said if before but we're not always going to agree and that's okay. I don't always agree with my wife, or my friends, and sometimes we just have to agree to disagree. I hope that going forward we can learn to work together.

ADJOURNMENT 8:19 pm



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**The School District of the City of Hazel Park Schools
Board Committee Meeting
Finance Committee
August 14, 2023
4:00 PM**

Board Members Present: Monica Rattee, Debbie LaFromboise, Heidi Fortress
Board Members Absent: none
Administrators Present: Dr. Amy Kruppe, Superintendent
Jason Zirnis, Assistant Superintendent of Business and Operations

Meeting start time - **4:06 pm**

Public Comment: None

1) Michigan Virtual Cyber Academy

We are suggesting the Reauthorization for MVCA. The committee suggested moving this item forward to the board.

2) ARC Materials - High School & Self-Contained

We are requesting to purchase the additional materials required for the American Reading Company curriculum. The committee agreed to move the item forward to the board.

3) High School Replacement Books

4) Bills

5) Sign Replacement High School & Hoover

We are requesting to replace the digital sign at the High School and the outdated sign at Hoover. The committee agreed to move the item forward to the board.

6) Check Registry & Credit Card Statement

Meeting end time - **4:20 pm**

Minutes submitted by Jamie Buczko, Administrative Assistant





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**The School District of the City of Hazel Park Schools
Board Committee Meeting
Personnel Committee
August 14, 2023
2:00 PM**

Board Members Present: Melissa Baldwin, Dawn Rice, Rick Nagy
Board Members Absent:
Administrators Present: Dr. Amy Kruppe, Superintendent
Jason Zirnis, Assistant Superintendent of Business & Operations
Kristy Cales, Director of Human Resources
James Paterson, District Counsel

Meeting Start Time: **2:05 pm**

Agenda

A. After-school Support Services

Ms. Cales shared information on the after school support services for tutoring, suspension alternatives and detention. The committee suggested moving this item forward to the board.

B. Substitute Rate of Pay

Ms. Cales shared the pay scale for the 2023-2024 school year. The committee suggested moving this item forward to the board.

C. HPEA - Advantage Agreement

Ms. Cales shared information on the agreement for the HPEA - Advantage union. The committee suggested moving this item forward to the board.

D. Latchkey Lead

Ms. Cales shared information on the hourly rate of pay for the Latchkey Lead positions. The committee suggested moving this item forward to the board.

E. Oakland University MOU

Ms. Cales shared information on the Oakland University MOU regarding a program for ABA graduate students that will be in the district working with students. The committee suggested moving this item forward to the board.

F. MERC

Dr. Kruppe updated the committee as it was relayed to the district.

Meeting End Time: **2:22 pm**

Minutes submitted by Jamie Buczko, Administrative Assistant





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**The School District of the City of Hazel Park Schools
Board Committee Meeting
Buildings & Grounds Committee
August 14, 2023
5:00 PM**

Board Members Present: Bev Hinton, Heidi Fortress, Rick Nagy
Administrators Present: Dr. Amy Kruppe, Superintendent
Jason Zirniss, Assistant Superintendent of Business and Operations
Audience: none
Meeting start time - 5:00 pm
Public Comment: None

- A. **High School Sound & Lighting Class** - Mr. Zirniss shared with the board the initial cost to get this class started of approximately \$7400 as we partner with Schoolcraft College for this early college elective course that will be offered by the high school. He also shared there will be additional costs down the road. The committee suggested moving this item forward to the board.
- B. **Doors** - Discussed replacing interior doors as part of the safety plan. The project will spread over the next 2-3 The committee suggested moving this item forward to the board.
- C. **Junior High Media Center** - Mr. Zirniss updated the board on the flood that happened at the junior high and when the remodel will be completed.
- D. **Centegix** - Mr Zirniss shared the information on this visitor management system that will allow for us to also move forward with a bigger part of our safety plan as we get this in place. We will be one of the first districts in the state to pilot this program as it allows us to track visitors that come into our buildings and offers a safety feature that will be beneficial to the safety of our staff in many instances. The committee suggested moving this item forward to the board.
- E. **HS Media Center** - Discussed with the committee to update the High School Media Center. The committee suggested moving this item forward to the board.
- F. **Safety**
 - 1.) **Signs**
 - 2.) **First Aid Kits**
 - 3.) **Building To-Go Kits**
 - 4.) **Metal Detector Updates**
 - 5.) **Blinds**

Mr Zirniss updated the committee on the following safety items according to the recommendations we received during our safety assessment. Signs have been placed around the district at all buildings for safety protocols, first aid kits have been ordered as well as the to-go kits for each classroom. Mr. Zirniss also updated the committee on the metal detectors that were approved by the board as to their arrival and the upcoming training. The purchase of the blinds still needs to be completed and the committee suggested to move this item forward to the board.

Meeting end time - 5:55 pm
Minutes submitted by Jason Zirniss, Assistant Superintendent of Business and Operations





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**The School District of the City of Hazel Park Schools
Board Committee Meeting
Policy Committee
August 14, 2023
3:00 PM**

Board Members Present: Beverly Hinton, Melissa Baldwin, Dawn Rice
Board Members Absent: none
Administrators Present: Dr. Amy Kruppe, Superintendent
Kristy Cales, Director of Human Resources

Meeting Start Time: **3:03pm**

Agenda

A. Clark-Hill Policy

Dr Kruppe shared the policy for Clark-Hill in comparison to the current Neola policy. It was suggested by the committee to have a presentation brought to the board for Clark-Hill. The item has been tabled.

B. Board Protocols

Dr Kruppe and the committee reviewed the Board Protocols with the suggested change to 4.1 as follows:

- A. The ~~Superintendent~~ **Board** shall develop district vision and mission statements ~~and annual district goals~~, **as needed**.

The committee suggested moving this forward for the consideration of the Board.

Meeting End Time: **3:26pm**

Minutes submitted by Jamie Buczko, Administrative Assistant





Ford Administration
Matthew Miller, Business Office Manager
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TO: The School District of the City of Hazel Park
Board of Education

FROM: Jason Zirniss
Assistant Superintendent, Business & Operations

RE: Treasurer's Report July, 2023

DATE: August 10, 2023

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)		2,151,324.69	
	<i>Total - General Fund</i>	<u>\$ 2,151,324.69</u>	
CENTER PROGRAM (22)		2,139.31	
COMMUNITY SERVICE (23)		0.00	
FOOD SERVICE FUND (25)		62,896.76	
COMMON DEBT (31-39)		0.00	
CAPITAL PROJECTS (41-49)		5,355.90	
	<i>Total - Special Revenue Funds</i>	<u>\$ 70,391.97</u>	
INTERNAL ACCOUNT FUNDS (29)		2,382.46	
	<i>Total - Other Funds</i>	<u>\$ 2,382.46</u>	
TOTAL CHECK DISBURSEMENTS		<u><u>\$ 2,224,099.12</u></u>	\$ 2,224,099.12
ACH DEBITS			1,787,607.54
PAYROLL			1,154,934.21
OUTGOING WIRE TRANSFERS			2,659,868.11
P-CARD PURCHASES			82,853.52
			<u>5,685,263.38</u>
TOTAL DISBURSEMENTS IN PERIOD			<u><u>\$ 7,909,362.50</u></u>

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

Jason Zirniss
Assistant Superintendent, Business & Operations

Monthly Summary of EFT's from HP Bank Accounts

Jul-23

<u>Date</u>	<u>Amount</u>	<u>Bank Acct Taken From</u>	<u>Reason</u>
7/3/2023	\$238.70	Gen Funds	Latchkey Fees
7/17/2023	\$4,662.25	Gen Funds	Health Equity Payment July 14th Payroll
7/31/2023	\$4,733.07	Gen Funds	Health Equity Payment July 28th Payroll
7/19/2023	\$22,282.52	Gen Funds	Penserv Payment July 14th Payroll
7/6/2023	\$22,413.34	Gen Funds	Penserv Payment Retirement
7/17/2023	\$29,461.65	Tax W/H	Payroll State Tax Withholding July 14th
7/31/2023	\$30,167.96	Tax W/H	Payroll State Tax Withholding July 28th
7/14/2023	\$194,600.45	Tax W/H	Payroll Federal Tax Withholding July 14th
7/28/2023	\$206,444.44	Tax W/H	Payroll Federal Tax Withholding July 28th
7/13/2023	\$346,297.62	Ret W/H	Payroll Retirement Withholding June 30th
7/27/2023	\$320,388.53	Ret W/H	Payroll Retirement Withholding July 14th
7/27/2023	\$605,917.01	UAAL	Payroll UAAL Payment July
	<u>\$1,787,607.54</u>	Total ACH Debits	

<u>Date</u>	<u>Amount</u>	<u>Payroll</u>
7/14/2023	\$571,739.92	General Payroll on July 14th
7/28/2023	\$583,194.29	General Payroll on July 28th
	<u>\$1,154,934.21</u>	Total Payroll

<u>Date</u>	<u>Amount</u>	<u>Wires</u>
7/21/2023	\$2,659,868.11	MVCA Wire State Aid
	<u>\$2,659,868.11</u>	Total Wires

<u>Date</u>	<u>Amount</u>	<u>P-Card Purchases</u>
7/21/2023	\$82,853.52	General P-Card charges Huntington Bank
	<u>\$82,853.52</u>	Total P-Card Purchases

Hazel Park Schools
Check Register by Fund
Check Date From 7/1/2023 TO 7/31/2023

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
Fund: 110					
07/13/2023	EH 00000745	100351	AIRGAS GREAT LAKES		230.25
07/13/2023	EH 00000746	100550	AMAZON CAPITAL SERVICES INC		4,783.05
07/13/2023	EH 00000747	100495	C G NEWSPAPERS		3,940.00
07/13/2023	EH 00000748	100810	FOXBRIGHT		4,130.00
07/13/2023	EH 00000749	100409	FRONTLINE EDUCATION		34,499.08
07/13/2023	EH 00000750	100319	G N E PAINT & SUPPLY		124.19
07/13/2023	EH 00000751	100574	INSTITUTE FOR EXCELLENCE IN ED		2,500.00
07/13/2023	EH 00000752	100430	JG POLY SALES		1,194.42
07/13/2023	EH 00000753	100535	NEOLA INC		1,295.00
07/13/2023	EH 00000754	100548	SEG SELF INSURERS WORKERS DISABILITY		51,110.00
07/13/2023	EH 00000755	100550	AMAZON CAPITAL SERVICES INC		117.15
07/13/2023	HP 00502362	100458	ACE TRANSPORTATION		162.00
07/13/2023	HP 00502363	100544	ASCENSION MICHIGAN EMPLOYER SOLUTIONS		78.00
07/13/2023	HP 00502364	100347	BILLINGS LAWN EQUIPMENT		1,605.15
07/13/2023	HP 00502365	100523	BLICK ART MATERIALS		0.03
07/13/2023	HP 00502366	100065	CITY OF FERNDALE		1,200.00
07/13/2023	HP 00502368	100479	CRISIS PREVENTION INSTITUTE		4,249.00
07/13/2023	HP 00502369	101132	ENTECH MEDICALL STAFFING		3,395.54
07/13/2023	HP 00502370	100217	GIANT PLUMBING & HEATING SUPPLY		131.12
07/13/2023	HP 00502371	100081	GUARDIAN AUTOMATIC FIRE PROTEC		719.91
07/13/2023	HP 00502372	100023	HOUGHTON MIFFLIN HARCOURT	P2300305	2,640.00
07/13/2023	HP 00502373	101183	HUTSON		12,400.00
07/13/2023	HP 00502376	100413	MCGRAW HILL BOOK CO	P2300302	199.71
07/13/2023	HP 00502377	100089	MCNAUGHTON-MCKAY ELECTRIC COMP		581.81
07/13/2023	HP 00502378	100088	MICHIGAN AUTOMATIC SPRINKLER		1,158.50
07/13/2023	HP 00502379	100327	MICHIGAN EDUCATION SPECIAL		488,561.32
07/13/2023	HP 00502381	101256	NEUTRAL ZONE		7,300.00
07/13/2023	HP 00502382	101052	NORTHSTAR MAT SERVICE		841.00
07/13/2023	HP 00502383	100380	OAKLAND SCHOOLS		1,598.70
07/13/2023	HP 00502384	100202	ORKIN LLC		148.99

Hazel Park Schools
Check Register by Fund
Check Date From 7/1/2023 TO 7/31/2023

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
07/13/2023	HP 00502385	101142	UNIVERSAL PLUMBING SUPPLY		584.17
07/13/2023	HP 00502386	100364	VIGILANTE SECURITY INC		1,047.00
07/13/2023	HP 00502387	100395	WEINGARTZ SUPPLY COMPANY		318.01
07/13/2023	HP 00502388	101257	CAPITAL SALES COMPANY		390.64
07/13/2023	HP 00502389	101014	JEREMIC CONSTRUCTION LLC		3,800.00
07/20/2023	EH 00000757	100045	A & I ENTERPRISES		219,761.63
07/20/2023	EH 00000759	100137	BISON PLUMBING INC		7,045.00
07/20/2023	EH 00000760	100431	CLARK HILL PLC		15,255.50
07/20/2023	EH 00000761	100409	FRONTLINE EDUCATION		9,162.45
07/20/2023	EH 00000762	100319	G N E PAINT & SUPPLY		64.78
07/20/2023	EH 00000763	100574	INSTITUTE FOR EXCELLENCE IN ED		1,500.00
07/20/2023	EH 00000764	100292	INVEST CENTERS LLC		158,805.06
07/20/2023	EH 00000765	100430	JG POLY SALES		1,553.20
07/20/2023	EH 00000766	100745	KSS ENTERPRISES		2,136.89
07/20/2023	EH 00000767	100520	PEDIATRIC HEALTH CONSULTANTS INC		7,806.63
07/20/2023	EH 00000768	100292	INVEST CENTERS LLC		33,381.38
07/20/2023	HP 00502390	100544	ASCENSION MICHIGAN EMPLOYER SOLUTIONS		412.00
07/20/2023	HP 00502391	100512	CHAPT 13 TRUSTEE-TAMMY L TERRY		420.00
07/20/2023	HP 00502392	100308	COCHRANE SUPPLY		229.28
07/20/2023	HP 00502393	100888	CONSTELLATION		8,563.72
07/20/2023	HP 00502394	100309	CONSUMERS ENERGY		2,515.53
07/20/2023	HP 00502395	100609	DAVID RUSKIN		141.20
07/20/2023	HP 00502396	100185	DETROIT NATIVE SUN NEWSPAPER GROUP		200.00
07/20/2023	HP 00502397	100313	DTE ENERGY		17,167.45
07/20/2023	HP 00502398	100640	FIBER LINK INC		388.50
07/20/2023	HP 00502399	100217	GIANT PLUMBING & HEATING SUPPLY		31.89
07/20/2023	HP 00502400	100488	HOME DEPOT CREDIT SERVICES		1,539.88
07/20/2023	HP 00502401	100023	HOUGHTON MIFFLIN HARCOURT		3,360.00
07/20/2023	HP 00502402	101170	IMPRESSIVE TILE		1,573.11
07/20/2023	HP 00502403	100830	INTERACTIVE ENERGY GROUP LLC		3,419.20
07/20/2023	HP 00502404	100433	LAKESHORE LEARNING MATERIALS	P2300308	8,045.34

Hazel Park Schools
Check Register by Fund
Check Date From 7/1/2023 TO 7/31/2023

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
07/20/2023	HP 00502405	100372	MASB-SEG		368,321.00
07/20/2023	HP 00502406	100043	MECHANICAL SYSTEMS SERVICES		422.47
07/20/2023	HP 00502407	100327	MICHIGAN EDUCATION SPECIAL		434,134.33
07/20/2023	HP 00502408	100589	MILLENNIUM BUSINESS SYSTEMS		2,150.32
07/20/2023	HP 00502409	100387	MISDU		1,034.54
07/20/2023	HP 00502410	101259	POWERSCHOOL HOLDINGS LLC		178,507.03
07/20/2023	HP 00502411	101103	S&A CONCRETE CONSTRUCTION INC		17,000.00
07/20/2023	HP 00502412	100749	SONITROL GREAT LAKES		296.64
07/24/2023	HP 00502413	101151	ALA, GEOFFERY		7,945.00
				Fund 110 Total:	2,151,324.69
Fund: 220					
07/20/2023	EH 00000767	100520	PEDIATRIC HEALTH CONSULTANTS INC		1,650.00
07/20/2023	HP 00502408	100589	MILLENNIUM BUSINESS SYSTEMS		489.31
				Fund 220 Total:	2,139.31
Fund: 250					
07/13/2023	EH 00000756	100118	CHARTWELLS DINING SERVICES		62,813.79
07/20/2023	HP 00502408	100589	MILLENNIUM BUSINESS SYSTEMS		82.97
				Fund 250 Total:	62,896.76
Fund: 290					
07/13/2023	HP 00502375	100323	JOSTENS INC		395.39
07/13/2023	HP 00502380	101098	MIKE GAWLIK VOLLEYBALL CAMPS LLC		720.00
07/20/2023	EH 00000758	100550	AMAZON CAPITAL SERVICES INC		1,267.07
				Fund 290 Total:	2,382.46
Fund: 420					
07/13/2023	HP 00502374	100830	INTERACTIVE ENERGY GROUP LLC		5,355.90
				Fund 420 Total:	5,355.90
Grand Total:					2,224,099.12

End of Report

Huntington Bank
Commercial Card Summary (P-Card)
For Month Ending - July 2023

<u>Date of Trans</u>	<u>Card Holder</u>	<u>Vendor</u>	<u>Amount</u>
07/31/2023	THOMAS OESTRIKE	SUBWAY COO11506	36.51
07/31/2023	THOMAS OESTRIKE	PB&J CATERING/BURNT EN	65.95
07/31/2023	THOMAS OESTRIKE	QT 242	65.96
07/30/2023	THOMAS OESTRIKE	BP#9496076TA BATTLEQPS	69.81
07/30/2023	CORRI NASTASI	AMZN MKTP US*TH6RX5ZP0	110.97
07/30/2023	THOMAS OESTRIKE	BASKIN #355875 Q35	28.57
07/30/2023	ACCOUNTS PAYABLE	CLEAR RATE COMMUNICATI	1,582.45
07/30/2023	GREG RICHARDSON	TONYS ACE HDWE	30.55
07/30/2023	KRISTINA HERRON	NOVI COMMUNITY SCHOOL	1,000.00
07/30/2023	THOMAS OESTRIKE	ARBYS 5936	42.75
07/30/2023	THOMAS OESTRIKE	LOVE'S #687	72.49
07/30/2023	ACCOUNTS PAYABLE	ECOLAB INC	258.50
07/30/2023	THOMAS OESTRIKE	EXPEDIA 72618777864854	422.82
07/28/2023	CORRI NASTASI	AMAZON.COM*T68ZN6RO0	25.61
07/28/2023	THOMAS OESTRIKE	EXPEDIA 72618241585004	133.19
07/28/2023	CORRI NASTASI	AMZN MKTP US*T635Z4RL0	285.88
07/28/2023	CORRI NASTASI	AMZN MKTP US*T676637D1	100.84
07/28/2023	GREG RICHARDSON	TONYS ACE HDWE	29.08
07/28/2023	KRISTY SCHLAK	USPS PO 2542600030	13.85
07/28/2023	JAMIE BUCZKO	A 1 FINGERPRINT	75.00
07/28/2023	JOAN RYBINSKI	GET & GO	73.94
07/28/2023	GINA BREW	SULLIVANS FLEET SERVIC	8,546.07
07/27/2023	THOMAS OESTRIKE	ASIAN WORLD OF MARTIAL	754.84
07/27/2023	KIMBERLY HART	MI HEALTH FAC LICENSE	510.00
07/27/2023	HEIDI KUNZ	AMAZON.COM*T66QZ99C2	77.90
07/27/2023	GREG RICHARDSON	TONYS ACE HDWE	17.83
07/26/2023	AMY KRUPPE	MI CORPORATIONS DIV	20.00
07/26/2023	AMY KRUPPE	FIRST AID AND SAFETY O	373.95
07/26/2023	KRISTINA HERRON	OAKLAND SCHOOLS	150.00
07/26/2023	JAMIE BUCZKO	MASB	(495.00)
07/26/2023	GREG RICHARDSON	TONYS ACE HDWE	9.49
07/26/2023	GREG RICHARDSON	TONYS ACE HDWE	42.74
07/26/2023	JAMIE BUCZKO	APPLE FRITTER DONUT SH	57.20
07/26/2023	JAMIE BUCZKO	PANERA BREAD #600694 O	122.82
07/26/2023	GREG RICHARDSON	TONYS ACE HDWE	13.91
07/26/2023	TECHNOLOGY HP	ALOHI * FAXPLUS	199.79
07/26/2023	JAMIE BUCZKO	MASB	(495.00)
07/26/2023	JOAN RYBINSKI	MICHIGAN SCIENCE CENTE	80.53
07/26/2023	JOAN RYBINSKI	LITTLE CAESARS #174	43.92
07/25/2023	GREG RICHARDSON	TONYS ACE HDWE	25.24
07/25/2023	BRADLEY WILKINS	DNH*GODADDY.COM	199.98
07/25/2023	BRADLEY WILKINS	COURSRAA6WZPWGQ52AY82	498.75
07/25/2023	BRADLEY WILKINS	VOXTELESYS LLC	115.83
07/25/2023	JAMIE BUCZKO	A 1 FINGERPRINT	75.00
07/25/2023	JOAN RYBINSKI	AT *MICHIGAN SCIENCE C	308.00
07/24/2023	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*T09TF9CV3	93.71
07/23/2023	BRADLEY WILKINS	AMAZON.COM*OZ9894B93 A	131.97
07/23/2023	JASON ZIRNIS	MSBO	150.00
07/23/2023	TECHNOLOGY HP	MICRO CENTER #055-RETA	911.92
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	159.50
07/23/2023	JASON ZIRNIS	VACASA	809.95
07/23/2023	KRISTINA HERRON	GRAND TRAV RESORT	279.00
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	82.50
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	132.00
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	93.50

07/23/2023	JAMIE BUCZKO	A 1 FINGERPRINT	75.00
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	165.00
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	93.50
07/23/2023	GREG RICHARDSON	TONYS ACE HDWE	2.84
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	107.80
07/23/2023	GREG RICHARDSON	THE HOME DEPOT #2731	169.00
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	93.50
07/23/2023	ACCOUNTS PAYABLE	ECOLAB INC	93.50
07/23/2023	CORRI NASTASI	WAL-MART #3487	43.84
07/21/2023	GINA BREW	POMPS TIRE 221	2,869.00
07/21/2023	JAMIE BUCZKO	A 1 FINGERPRINT	75.00
07/21/2023	GREG RICHARDSON	TONYS ACE HDWE	6.26
07/21/2023	KRISTINA HERRON	OAKLAND SCHOOLS	50.00
07/21/2023	JAMIE BUCZKO	EB SYNERGIZING RESTOR	1,125.00
07/21/2023	JAMIE BUCZKO	MASSP & MASC/MAHS	150.00
07/21/2023	JASON ZIRNIS	VRBO FEE	163.00
07/21/2023	JAMIE BUCZKO	MASSP & MASC/MAHS	450.00
07/21/2023	BRADLEY WILKINS	EXPLAIN EVERYTHING SAL	1,574.55
07/21/2023	THOMAS OESTRIKE	ELITE SPORTSWEAR	382.56
07/21/2023	JAMIE BUCZKO	A 1 FINGERPRINT	75.00
07/21/2023	GREG RICHARDSON	CHET S RENT ALL - WARR	221.89
07/21/2023	BRADLEY WILKINS	VIRTRU	2,268.00
07/21/2023	GINA BREW	OFFICEMAX/DEPOT 6026	258.48
07/20/2023	JAMIE BUCZKO	A 1 FINGERPRINT	75.00
07/20/2023	ACCOUNTS PAYABLE	ZORO TOOLS INC	(98.07)
07/20/2023	BRADLEY WILKINS	TOBII DYNAVOX SYSTEMS	460.26
07/20/2023	GREG RICHARDSON	TONYS ACE HDWE	82.63
07/20/2023	BRADLEY WILKINS	AMAZON.COM*144PV9YW3 A	149.99
07/20/2023	GREG RICHARDSON	TONYS ACE HDWE	15.75
07/20/2023	GREG RICHARDSON	THE HOME DEPOT #2731	207.00
07/19/2023	JAMIE BUCZKO	REFUND	75.00
07/19/2023	GREG RICHARDSON	TONYS ACE HDWE	30.38
07/19/2023	GREG RICHARDSON	TONYS ACE HDWE	7.21
07/19/2023	GREG RICHARDSON	TONYS ACE HDWE	36.05
07/18/2023	KRISTINA HERRON	OAKLAND SCHOOLS	125.00
07/18/2023	JAMIE BUCZKO	MASB	495.00
07/18/2023	KRISTINA HERRON	OAKLAND SCHOOLS	25.00
07/18/2023	JOAN RYBINSKI	BJS WHOLESAL #383	317.14
07/18/2023	JOAN RYBINSKI	AT *MICHIGAN SCIENCE C	418.00
07/18/2023	GREG RICHARDSON	TONYS ACE HDWE	18.78
07/18/2023	JAMIE BUCZKO	FSP*MASPA	140.00
07/17/2023	HEIDI KUNZ	SAMS CLUB#6659	(99.98)
07/16/2023	ACCOUNTS PAYABLE	CORRIGAN MOVING SYSTEM	296.80
07/16/2023	GREG RICHARDSON	TONYS ACE HDWE	40.84
07/16/2023	ACCOUNTS PAYABLE	TMOBILE*AUTO PAY	510.03
07/16/2023	GREG RICHARDSON	TONYS ACE HDWE	7.59
07/16/2023	ACCOUNTS PAYABLE	REPUBLIC SERVICES TRAS	356.57
07/16/2023	TAMMY SCHOLZ	AMZN MKTP US*KT55Z6ZJ3	26.99
07/16/2023	SHEILA OKANE	LIBIB.COM	11.00
07/16/2023	GREG RICHARDSON	TONYS ACE HDWE	29.36
07/14/2023	GREG RICHARDSON	CHET S RENT ALL - WARR	400.00
07/14/2023	HEIDI KUNZ	SAMS CLUB #6659	59.98
07/14/2023	JAMIE BUCZKO	GFS STORE #1907	388.23
07/14/2023	GREG RICHARDSON	TONYS ACE HDWE	48.97
07/14/2023	GREG RICHARDSON	TONYS ACE HDWE	42.73
07/14/2023	GREG RICHARDSON	TONYS ACE HDWE	7.21
07/14/2023	GREG RICHARDSON	TONYS ACE HDWE	28.09
07/14/2023	AMY KRUPPE	MDE EDUCATOR LICENSE	45.00
07/14/2023	KRISTINA HERRON	MICHIGAN COUNCIL OF TE	(249.00)
07/14/2023	JAMIE BUCZKO	A 1 FINGERPRINT	75.00
07/14/2023	GREG RICHARDSON	THE HOME DEPOT #2706	478.94

07/13/2023	ACCOUNTS PAYABLE	IN *SLUSHIE SPOT	2,861.72
07/13/2023	CARLA BEACH	TEACHERSPAYTEACHERS.CO	11.99
07/13/2023	LINDA YATES	CB MISC INV PAYMENTS	739.80
07/13/2023	BRADLEY WILKINS	VOXTELESYS LLC	831.37
07/13/2023	ACCOUNTS PAYABLE	SWEETWATER SOUND	2,999.00
07/13/2023	LINDA YATES	CB MISC INV PAYMENTS	4,467.60
07/12/2023	RONA HEAD	NO USAGE SERVICE CHARGE	25.00
07/12/2023	JOHN BARNETT	NO USAGE SERVICE CHARGE	25.00
07/12/2023	KRISTINA HERRON	KAPLAN EARLY LEARNING	275.94
07/12/2023	GREG RICHARDSON	TONYS ACE HDWE	15.18
07/12/2023	ACCOUNTS PAYABLE	RIDDELL ALL AMERICAN	4,800.00
07/12/2023	ACCOUNTS PAYABLE	TMOBILE*AUTO PAY	2,000.00
07/12/2023	GREG RICHARDSON	TONYS ACE HDWE	82.80
07/11/2023	THOMAS OESTRIKE	IN *NORTH AMERICAN SPI	1,496.00
07/11/2023	GREG RICHARDSON	TONYS ACE HDWE	43.67
07/11/2023	ACCOUNTS PAYABLE	WEST COAST LANYARDS	464.98
07/11/2023	GREG RICHARDSON	TONYS ACE HDWE	57.60
07/11/2023	JOAN RYBINSKI	LS DEALERS DISCOUNT C	44.10
07/09/2023	JAMIE BUCZKO	MASB	495.00
07/09/2023	BRADLEY WILKINS	BEST BUY 00010959	79.98
07/09/2023	CORRI NASTASI	WAL-MART #3487	57.54
07/09/2023	BRADLEY WILKINS	IRECEIVABLES	1,562.30
07/07/2023	BRADLEY WILKINS	VOXTELESYS LLC	473.00
07/07/2023	GINA BREW	POMPS TIRE 221	783.90
07/07/2023	BRADLEY WILKINS	NOTION LABS, INC.	52.87
07/06/2023	GREG RICHARDSON	TONYS ACE HDWE	32.46
07/06/2023	CARLA BEACH	TEACHERSPAYTEACHERS.CO	16.05
07/06/2023	GREG RICHARDSON	TONYS ACE HDWE	55.08
07/06/2023	BRADLEY WILKINS	PROCAM RENTALS	(22.50)
07/06/2023	GREG RICHARDSON	TONYS ACE HDWE	31.84
07/05/2023	BRADLEY WILKINS	VOXTELESYS LLC	62.89
07/04/2023	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*PT7SX4633	617.77
07/04/2023	JAMIE BUCZKO	A 1 FINGERPRINT	75.00
07/02/2023	MEGAN PAPASIAN-BROADWELL	AMZN MKTP US*6O1MU17G3	65.50
07/02/2023	GREG RICHARDSON	TONYS ACE HDWE	51.25
07/02/2023	JOAN RYBINSKI	DETROIT ZOO-GUEST RELA	414.00
07/02/2023	LINDA YATES	LYFT *3 RIDES 06-29	66.47
07/02/2023	JASON ZIRNIS	LAKESHORE LEARNING MAT	21,558.11

81,990.01



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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Personnel Recommendations Report
Date: August 21, 2023

Please see the personnel actions as indicated on the *Hazel Park Board of Education Personnel Recommendations* report for the August 21, 2023 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**

Amy Y. Kruppe, Ed.D.
Superintendent



NAME	EVENT	DATES OF EVENT	LOCATION	ESTIMATED COST
				(Includes Sub)
Rebecca Nix	Displanary Cohort	09/26/23	Oakland Schools	\$25.00
Debbie Kondek	Early Math Leadership	08-13-08-16-2023	Traverse City	\$2,000.00
Rebecca Nix	Cohort 2	12/13/23	Oakland Schools	\$75.00
Rebecca Nix	Cohort 2	03/07/24	Oakland Schools	\$0.00
Rebecca Nix	Cohort 2	05/15/24	Oakland Schools	\$0.00
Rebecca Nix	COHORT MINI	01/31/24	Oakland Schools	\$25.00
Kari Wisman	Displanary Cohort	9/26/23	Oakland Schools	\$75.00
KARI Wisman	Cohort 2	12/13/23	Oakland Schools	\$75.00
KARI Wisman	Cohort 2	03/07/24	Oakland Schools	\$0.00
Kari Wisman	Cohort 2	05/15/24	Oakland Schools	\$0.00
Kari Wisman	COHORT MINI	01/31/24	Oakland Schools	\$25.00
Carla Beach	Displanary Cohort	9/26/23	Oakland Schools	\$75.00
Carla Beach	Cohort 2	12/13/23	Oakland Schools	\$75.00
Carla Beach	Cohort 2	03/07/24	Oakland Schools	\$0.00
Carla Beach	Cohort 2	05/15/24	Oakland Schools	\$0.00
Carla Beach	COHORT MINI	01/31/24	Oakland Schools	\$25.00
Tammy McHenry	Displanary Cohort	9/26/23	Oakland Schools	\$75.00
Tammy McHenry	Cohort 2	12/13/23	Oakland Schools	\$75.00
Tammy McHenry	Cohort 2	03/07/24	Oakland Schools	\$0.00
Tammy McHenry	Cohort 2	05/15/24	Oakland Schools	\$0.00
Tammy McHenry	COHORT MINI	01/31/24	Oakland Schools	\$25.00
Stephanie Dulmage	Displanary Cohort	9/26/23	Oakland Schools	\$75.00
Stephanie Dulmage	Cohort 2	12/13/23	Oakland Schools	\$75.00
Stephanie Dulmage	Cohort 2	03/07/24	Oakland Schools	\$0.00
Stephanie Dulmage	Cohort 2	05/15/24	Oakland Schools	\$0.00
Stephanie Dulmage	COHORT MINI	01/31/24	Oakland Schools	\$25.00
John Barnett	Displanary Cohort	9/26/23	Oakland Schools	\$75.00
John Barnett	Cohort 2	12/13/23	Oakland Schools	\$75.00
John Barnett	Cohort 2	03/07/24	Oakland Schools	\$0.00
JOhn Barnett	Cohort 2	05/15/24	Oakland Schools	\$0.00
John Barnett	COHORT MINI	01/31/24	Oakland Schools	\$25.00
Linda Surovec	Displanary Cohort	9/26/23	Oakland Schools	\$75.00

Linda Surovec	Cohort 2	12/13/23	Oakland Schools	\$75.00
Linda Surovec	Cohort 2	03/07/24	Oakland Schools	\$0.00
Linda Surovec	Cohort 2	05/15/24	Oakland Schools	\$0.00
Linda Surovec	COHORT MINI	01/31/24	Oakland Schools	\$25.00
Megan Papsian	MAASE	08/06/-08/09/23	Traverse City	\$1,174.00
Erika Resh	Congitive Coaching	08/06-08/09/23	Oakland Schools	\$150.00
Erika Resh	Congitive Coaching	10/24/-10/25/23	Oakland Schools	\$0.00
Kari Wisman	Congitive Coaching	09/05-09/08/23	Novi Expo	\$500.00
Linda Surovek	Congitive Coaching	09/05/-09/08/23	Novi Expo	\$500.00
Heidi Kunz	MAASE	08/06 -08/09/23	Traverse City	\$1,174.00
Rebecca Nix	Diverse Readers	09/27/2023	Oakland Schools	\$75.00
Linda Surovek	Diverse Readers	09/27/2023	Oakland Schools	\$75.00
Brooke Barnett	Community School Boot Camp	August 1, 2023	Virtual	\$250.00
Danielle Seikaly	Art Teacher and Artist	10/20-10/21	Oakland Schools	\$502.00
Nancy Sly	Art Teacher and Artist	10/20-10/21	Oakland Schools	\$502.00
Deborah Kondek	Congitive Coaching	09/20-09/21/23	Oakland Schools	\$150.00
Deborah Kondek	Congitive Coaching	10/212-10/25/23	Oakland Schools	\$0.00



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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Superintendent Conferences
Date: August 21, 2023

Attached you will find a spreadsheet with conferences for the upcoming year that I would like to attend. These conferences are a great way to see the emerging ways that learning is taking place around the country. This is also a great opportunity to network with other districts to bring wonderful ideas and potential collaborations for Hazel Park Schools.

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 approves the Superintendent conference requests, as presented..

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



Attendee/Title	Event	Dates of Event	Location	Estimated Cost	Notes
Dr. Amy Kruppe	AASA NCE 2024 Here for the Kids	Feb. 14 - 17, 2024	San Diego, CA	\$1,986.76	
Dr. Amy Kruppe	IDEA K-12 Alliance	March	Washington DC	\$1,500.00	



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www.hazelparkschools.org

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Board Member Training
Date: August 21, 2023

Attached you will find a spreadsheet with training requested by our members of the board. These training sessions are encouraged as our members continue to navigate their roles on the board.

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 approves the Board Member Training, as presented..

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent

Attendee/Title	Event	Dates of Event	Location	Estimated Cost	Notes
Deborah Laframboise	Annual Leadership Conference 2023 (In-person) Lansing	Thurs. 11/9 - 11/12/23	Lansing, MI	\$379.00	Add on courses available thursday, friday, saturday & Sunday Add'l \$99 ea session



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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Overnight Conferences
Date: August 21, 2023

Attached you will find a spreadsheet with overnight conferences for the Board's approval. These conferences are important as we learn the new and emerging ways that learning is taking place around the country. This is also a great opportunity to network with other districts to bring wonderful ideas and potential collaborations for Hazel Park Schools.

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 approves the overnight conference requests, as presented..

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



Attendee/Title	Event	Dates of Event	Location	Estimated Cost	Notes
Bradley Wilkins	9th Annual Fall Midwest PSUG Event	Sept. 25 - Sept. 27, 2023	Kalamazoo, MI	\$1,385.00	
Cheryl Hayes	9th Annual Fall Midwest PSUG Event	Sept. 25 - Sept. 27, 2023	Kalamazoo, MI	\$942.00	
Joshua Shurter	9th Annual Fall Midwest PSUG Event	Sept. 25 - Sept. 27, 2023	Kalamazoo, MI	\$1,385.00	
Samantha Rhoades	9th Annual Fall Midwest PSUG Event	Sept. 25 - Sept. 27, 2023	Kalamazoo, MI	\$942.00	
Jason Zirnig	Facility Manager Conference	Oct. 1 - Oct. 3, 2023	Crystal Mountain, MI	\$1,285.00	
Greg Richardson	Facility Manager Conference	Oct. 1 - Oct. 3, 2023	Crystal Mountain, MI	\$1,285.00	
George Dimas	Synergizing Restorative Practices	Oct. 4 - Oct 6, 2023	Grand Rapids, MI	\$579.95	
Debbie Dimas	Synergizing Restorative Practices	Oct. 4 - Oct 6, 2023	Grand Rapids, MI	\$579.95	
Robert Kiger	Synergizing Restorative Practices	Oct. 4 - Oct 6, 2023	Grand Rapids, MI	\$709.90	



**HAZEL PARK
SCHOOLS**

Today's Learners, Tomorrow's Leaders

Vision Statement

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
- A culture that celebrates diversity and promotes equity
- Student achievement and social emotional learning are the core of every decision
- All students have the ability to learn
- 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 learning
- Student success is fostered and supported through multiple pathways toward graduation

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HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

In effective school systems, the Superintendent and the Board function as a “Board Team.” A structured approach to first developing a vision for the district and setting goals is enhanced by first developing a system of standard operating procedures. The School Board is the corporate policy making body for the district and the Superintendent and staff provide the leadership to cause Board policies to be implemented. Therefore, the Hazel Park Board of Education and superintendent function as a “Board Team” to provide open communication to the staff and patrons of the district.

The Hazel Park Board of Trustees adopts these guidelines as Standard Operating Procedures to effectively communicate among trustees and with staff and members of the district.

Code of Ethics

As members of the Hazel Park Board of Education, we realize that to be the most effective advocates for children, we, as a Board, must function as a team and at all times treat each other and the people we serve with the utmost courtesy, dignity, respect and professionalism. Should we, for whatever reason, fail to follow these guidelines, we ask that our fellow Board members call it to our attention. Should that occur, we pledge to accept the feedback without anger or retribution, and to renew our efforts to follow this Code of Conduct and Board Operating Procedures. We shall promote the best interests of the school district as a whole, and, to that end, we shall adhere to the following educational and ethical standards.

- I will bring about desired changes through legal and ethical procedures, upholding and enforcing all laws, administrative rules and regulations, court orders pertaining to schools and district policies and procedures.
- I will make decisions in terms of the educational welfare of all children in the District, regardless of ability, race, religion, creed, sex, sexual orientation, national origin, disability or social standing.
- I will recognize that the Board must make decisions as a whole, as a body corporate, and make no personal promise or take private action that may compromise the role and integrity of the Board.
- I will focus Board action on policy making, goal setting, planning and evaluation as outlined in Board policy and state law.
- I will vote to appoint the best qualified personnel available after due consideration of the recommendation by the Superintendent. I will insist on regular and impartial evaluation of all staff by the Superintendent.
- I recognize that the role of the Board is to govern and oversee the management of the District. I will delegate authority to the Superintendent for the day to day operations of the district.
- I will not step outside my role to govern and oversee the management of the district by seeking to participate in the administration of the day to day operations of the District.
- I will hold confidential all matters that if disclosed may have a negative impact on the District. I will respect the confidentiality of information that is privileged under applicable law, including closed session discussions.
- To the extent possible, I will attend all regularly scheduled and specially set Board meetings, arrive on time, and I will be informed of the issues to be considered at the meetings.

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

- I will assist in making policy decisions only after full discussion at publicly held Board meetings, and I will render all decisions based on available facts, and I refuse to surrender judgment to individuals or special groups.
- I will refrain from using my Board position for personal or partisan gain.
- I will disagree in an agreeable manner. I will not hold grudges or question other Board member's ethics or motives as to their vote or views on issues.
- I will be firm, fair, just and impartial in all decisions and actions.
- I will respect the majority decision as the decision of the Board.
- I will encourage the free expression of opinion by all Board members. I will make a good faith effort to understand and accommodate the views of others.
- I recognize the appropriate channels to refer complaints to the Superintendent and will do so.
- I will seek communication between the Board, students, staff, and the community at Board meetings as required, to conduct Board business.
- I will communicate to fellow Board members and the Superintendent at appropriate times, expression of public concerns.
- I will become informed about current educational issues and seek continuing education opportunities such as those sponsored by state and national Board associations.
- I will disseminate pertinent information gathered at training workshops and conventions with the Superintendent and fellow Board members.
- I will share school district information with other Board members.

As Board President...

- I will make sure that persons addressing the Board follow established Board Policy guidelines as outlined in Board Policy 0167.3 "Public Participation at Board Meetings"
- I will make sure that persons addressing the Board do so in a professional manner and not allow inappropriate communication to be directed to the Board of the Superintendent during Board meetings.
- I will ensure that all Board members are given an opportunity to reflect their views. I will work toward building consensus among all Board members.

1.0 MEETINGS

1.1 Developing the Board Meeting Agenda

1.1.1. Who Can Place Items on Agenda and the Guidelines

- A. Agendas are created by the Superintendent and Board President and are presented to the Board trustees for review on the Thursday prior to the Monday Meeting.
- B. Board members must request in writing or verbally to the Superintendent or Board President any item they desire to have placed on the agenda.

1.1.2 Use of Consent Agenda

1. When the agenda is prepared, the Superintendent and the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature such as, but not limited to field trips, meeting minutes, personnel, recurring reports and bill payments grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration.

1.1.3 Regular Board Meeting Agenda Outline

- A. Shall be aligned with the district strategic plan and include but not be limited to:
 - Call to order
 - Invocation
 - Pledge of Allegiance
 - Approval of Agenda
 - Special Order of Business
 - Public Comment

 - Consent Agenda
 - Unfinished Business
 - New Business
 - Superintendent Report
 - Board request for future agenda Items
 - Future Meetings
 - Public Comment
 - Board Opportunity to make a comment/statement
 - Adjournment

1.1.4 Annual Board Meeting Agenda Items

2023-24 YEARLY BOARD AGENDA CALENDAR

Revised 6/11/2023

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

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

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

	2nd Semester Attendance Presentation Superintendent Self-Evaluation at special meeting Board Evaluation approval @ regular meeting
July	Annual School Bond Loan Activity Resolution (due 8/1) Strategic Plan update /refresh Superintendent Evaluation Goal Setting Approval of SIP Approval of Alternative Ed waiver applications
August	Board Goals Vote on OCSBA Bylaws/Resolutions when applicable Integrated pest management LEO presentation (10 minutes)
September	MStep Summer School Update Teacher Tenure list Course Handbook Update New Staff Introduction AP Testing Students Celebrating District Improvement Plan Superintendent Check in : Letter
October	Audit Presentation and Approval Review Sinking fund Plan National Principals Month Strategic plan update Superintendent Check in
November	Audit Presentation and Approval Review Sinking fund Plan National Principals Month Strategic plan update Superintendent Check in LEO Quarterly Report : written report
December	Superintendent Evaluation Formal Check in Choose Additional Factors for new evaluation period PBIS/discipline data School of Choice Resolution Approve Sinking fund projects for BID

1.2 Board Member Preparation for Meetings

- A. Board members will come to Board Meetings prepared to discuss and take action on all agenda items.
1. Study the material in the Board Packet sent to them prior to the meeting.
 2. Whenever possible, requests for additional information should be addressed through the Superintendent prior to each Board meeting.

1.3 Board Member Participation/Conduct during Meetings

1.3.1. Board Meeting Protocol

- A. Board members will maintain professional and courteous behavior throughout the meeting.
- B. Board members will demonstrate respect to fellow Board members, district staff and public participants through the following behavior:
- Listen and treat each other respectfully
 - Be cordial when disagreeing
 - Say what needs to be said as briefly and clearly as possible
 - Direct comments solely to the business under deliberation
 - Address each staff, and public by title and last name
 - Only speak after acknowledgement from the Board President, yield to other board members and only speak during appropriate times
 - Support hearing the voice of all Board members on each agenda item that is being discussed and refrain from dominating the conversation
 - Refrain from condescending or critical comments to members of the staff, public or Board
 - Focus on issues, not people or personalities
 - Courteously accept other viewpoints and Board votes, which were not supported by self
 - Seek solutions and reasonable compromises or consensus when there are differences of opinions
 - Make decisions in the context of what is best for all students in the District
 - Avoid immediate decisions and votes and possible shorter-term solutions when the issues calls for more discussion, understanding, and a more in-depth approach or solution to the issue (except in emergency situations)
 - Be willing to publicly apologize to staff, patrons or Board members if behavior is inappropriate or disruptive to the progress of the meeting
 - Promote dialogue from multiple perspectives to increase understanding on agenda items.
 - As a courtesy to others, electronic devices will be set in a non-audible mode during Board meetings. Emergency situations warrant exceptions.

1.3.2 Persons Addressing the Board (Please refer to Bylaw 0167.3 for complete policy)

- A. Audience participation at Board meetings is limited to the portions of the meeting designated as Public Comments. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless recognized by the presiding officer.
- B. A person may address the Board on an agenda or non-agenda item by registering their intention to participate in the public portion of the meeting upon their arrival at the meeting. Each person shall be limited to three (3) minutes at the beginning of the meeting and one (1) minute at the public comment session at the end of the meeting.

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

- C. Delegations of more than five persons are encouraged to appoint one person to present their views before the board.
- D. The President or presiding officer will
 - 1. Prohibit public comments which are frivolous, repetitive or harassing;
 - 2. Interrupt, warn, or terminate a participant's statement when the statement is to lengthy, personally directed, abusive, obscene or irrelevant;
 - 3. Request any individual to leave the meeting when that person behaves in a manner that is disruptive of the orderly conduct of the meeting;
 - 4. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly process of the meeting;
 - 5. Call or a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
 - 6. Waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business

1.3.3 Board Response to Persons Addressing The Board

- A. Board members shall listen intently.
- B. Board President may direct administration to investigate item(s) and report back to the Board.
 - 1. Board members shall refrain from responding to or entering into discussion with the audience during the meeting

1.3.4 Discussion of Employee/Student Issues

- A. The Board will not encourage or actively participate with negative comments on individual employees or students in public sessions.
- B. The presiding officer will request persons addressing the Board refrain from sharing personally identifiable information on individuals or students in public session.

1.3.5 Hearings, Grievances, Student/Employee Discipline

- A. The Board will conduct all hearings in accordance with the applicable Board policies
- B. During hearings, Board members will seek legal counsel as deemed necessary.
- C. The Board shall not use a student's name in any public discussion.
- D. Student / disciplinary hearings will be held in a closed special meeting if requested.

1.3.6 Discussion of Motions

- A. All discussions shall be directed solely to the business currently under deliberation.
- B. The Board President or designated chair has the responsibility to keep the discussion to the motion at hand shall halt discussions that do not apply to the business currently before the Board.
- C. A Board member prior to giving their comments shall ask for and receive recognition by the presiding officer.

1.4 Board Member Participation in Discussion, Debate and Voting

- A. All Board members shall vote on all action items unless a conflict of interest applies.

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

- B. All Board members may make motions, second motions and enter into discussion on all agenda items.
- C. In case of a tie, the action item fails. The item may be brought back to the Board on a subsequent agenda.
- D. In case of a less than unanimous vote, the Board will support the majority decision and go forward in harmony.
- E. Once a final decision is reached, each member has the responsibility to support the decision and aid in its implementation.
- F. A majority of the entire Board is needed to pass an action item.

1.5 Board Members Responses to Inquiries about Closed Sessions

- A. Board members are to refer any inquiries about closed sessions to the Superintendent or the Board President.
- B. Any confidential information from a closed session shall not be discussed outside of the closed session.

1.6 Participation by People other than Board Members in Closed Session

Participants are limited to:

- A. The person requesting the closed session, their council, a union representative, their parent(s) or guardian(s) where applicable.
- B. Representatives of the administration that have pertinent information.
- C. Additional persons that the Board approves.

1.7 Board Organization

1.7.1 Officers (Bylaw 0152)

- A. The Board shall elect a President and Vice-President as well as a Secretary and Treasurer.
- B. Election of officers shall be by a majority of the full Board. Where no such majority exists on the first ~~ballot~~ vote, a second vote shall be cast for the two (2) candidates who received the greatest number of ~~ballot~~ votes.
- C. Except for those appointed to fill a vacancy, officers shall serve for one (1) year and until their respective successors are elected and shall qualify. An officer may be removed for cause by a majority vote of the full Board. The Board shall fill a vacancy in any Board officer position within thirty (30) days of the occurrence of the vacancy.

1.7.2 Role and Authority of Officers

- A. No Board member or officer has authority outside the Board meeting.
- B. No Board member can direct employees in regard to performance of their duties.
- C. Duties of officers
 - Please refer to Policy Bylaws 0171.1, 0171.2, 0171.3 and 0171.4

1.8 Selection and Operation of Board Committees (Bylaw 0155)

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

- A. Committees of Board members shall perform the duties as assigned by the Board, which may include deliberating, making decisions/recommendations or taking other actions specifically authorized by the Board.
- B. All committees shall comply with the Open Meetings Act in accordance with the applicable requirements set forth in 0160 Bylaws. A committee may meet in closed session to review the specific contents of an employment application provided when the applicant for employment requests that the information remains confidential. It may not, however, meet in closed session to protect an applicant's identity.
- C. The President is authorized to appoint, as soon after the organizational meeting as practicable, members of the Board to the standing committees where they shall serve a term of one (1) year.
- D. Ad hoc committees may be created and changed at any time by the President or the Superintendent with the approval of the Board. Members of Ad hoc committees shall serve until the committee is discharged.
- E. The Superintendent shall service as an ex-officio member of each committee.
- F. A member may request (or refuse) appointment to a committee. Refusal to serve on any one committee shall not be grounds for failure to appoint a member to another committee.
- G. Each Board committee shall be convened by a chairperson who shall report for the committee and shall be appointed by the President.

2.0 COMMUNICATION

2.1 Board member communication with each other

- A. Board members shall not deliberate issues outside the board meetings.
- B. Electronic communications:
 - 1. Shall abide by the spirit and letter of the Open Meetings Act
 - 2. Restrict to 1 on 1 communications, informal inquiries, historical perspectives
 - 3. General information may be provided to the board with no reply to all as a response.

2.2 Board member's responses to community or employee contacts

The Board recognizes that as elected officials there will be requests and contacts from the Public and/or employees; therefore, strict adherence to this procedure is required.

- A. The Board member shall refer the citizen to the appropriate person/chain of command as appropriate
- B. The Board member should not become involved personally or individually in the issue.
- C. The Board member will notify the Superintendent of all concerns.

2.3 Board member communication with the media

- A. The Superintendent shall be the official spokesperson for the district.
- B. The Board President shall be the official spokesperson for the entire Board to the media/press.
- C. All Board members who receive calls from the media should direct them to the Board's President or designee.

2.3.1 Board members Social Media posting expectations:

- A. Social Media, as defined in Bylaw 0100, shall not be used to conduct any form of Board business (Bylaw 0167.6)

- B. A Board member's personal or private use of social media may have unintended, negative consequences to the Board member and/or the District, including possible violations of the Open Meetings Act and issues relating to creation of a public record. Postings to social media should be done in a manner sensitive to the Board member's responsibilities, applicable District policies, and legal obligations (Bylaw 0143.1)
- C. If a Board Trustee develops a website, blog or podcast that will mention the District, employees, students, etc., the Board Trustee would identify who they are and that the views expressed on the blog or website, podcast belong to that Board Trustee.
- D. If a Board Trustee develops a site or a blog that mentions the District, as a courtesy, please inform fellow Board Trustees.
- E. Board Trustees may not share information that is confidential. Board Trustees must be careful not to blog about things learned in closed session or in private conversation with fellow Board Trustees, staff, or administration. Board Trustees could be held personally liable for any such disclosures.
- F. Board Trustees must not use District logos and trademarks. Use of logos, and trademarks imply that a board Trustee is speaking for the District.
- G. Speak respectfully about the District and current and potential employees, students, and parents.
- H. Do not engage in name calling or behavior that will reflect negatively on a board Trustees' reputation.
- I. Note that the use of copyrighted materials, unfounded or derogatory statements, or misrepresentation is not viewed favorably by your community and can result in legal entanglements.
- J. Write knowledgeably, accurately, and using appropriate professionalism. Despite any disclaimers, board Trustee's Web interaction can result in members of the public forming opinions about board Trustees, the District, staff and the community.
- K. Honor the privacy rights of fellow Board Trustees, staff and parents by asking permission before writing about or displaying internal happenings that might be considered a breach of their privacy and confidentiality.
- L. Board Trustees should be very careful about selling any product or service in a blog about the District.
- M. Recognize that Board Trustees may be legally liable for anything written or presented online. Board Trustees can be sued by District employees, parents, student, or any individual who view the commentary, content, or images as defamatory, pornographic, proprietary, harassing, libelous, or creating a hostile work environment.

2.4 Board member communication with the community

- A. The Board will communicate with the community through public hearings, regular Board meetings and regular publications.
- B. Individual Board members cannot speak in an official capacity outside the Board room.

2.5 Administration communications with Board members

- A. The Superintendent will exercise his/her best judgment and discretion to determine when information should be shared with board members based on the specific situation.
- B. Three types of communication with board members:
 - 1. Not urgent or not in the media - Board Packet
 - 2. Very important but not crisis - Email to each board member
 - 3. Crisis / Emergency situation - Phone call to each board member
 - a. In the case of an emergency or crisis, the superintendent or designee will provide

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

The following six pieces of information:

- What, Where, When, Who. Action taken and a public statement for the Board members.
- b. Phone calls will be placed in the following order:
 - President, VP, Secretary, Treasurer and Trustees
- c. The Superintendent or designee will provide updates as practicable.

2.6 Community electronic communications with the Board

- A. The Board will have a contact link on the District website to allow community members to email their questions to the entire board.
 - 1. The website and/or form will state in a conspicuous place the following: “The School Board members are trustees primarily charged with the vision, budget, goals and policy for all children in the district. Any operational or staffing issues should go through the building principal first, then to the administration”.
 - 2. An automated email response will acknowledge the receipt of the citizen’s inquiry containing the text:
“Thank you for your inquiry to the Hazel Park Board of Education. It will be shared with all the Board members. The President or a School Administrator will get back to you shortly.”
- D. The Board President or designee shall determine the appropriate response and who Respond to the inquiry. Any response shall go to all Board members.

2.7 Community communication directly to a Board member

- A. If applicable, the Board member should contact the Board President about the issue:
 - 1. To determine if other Board members and/or the administration received the communication.
 - 2. To confirm the relative facts.
 - 3. To discuss the individual Board member’s potential response.

2.8 Community member request for privacy in communications

- A. The Board encourages openness in all community communications.
- B. Any community member who requests privacy in communications should not expect a response.
- C. Any response may be subject to public disclosure in the future.



CENTEGIX[™]
EVERY. SECOND. MATTERS.

CrisisAlert[™] Proposal For:

Hazel Park Public Schools
August 1, 2023

1. Introduction

CENTEGIX specializes in incident alerting solutions to turn schools and learning communities into safer spaces. Our solution empowers all staff to act and respond with confidence in every situation, from the everyday to the extreme. When staff and students feel safe and secure, they can get back to focusing on their goals: learning and academic achievement.

Providing a safe and secure learning environment is a significant challenge facing all learning institutions nationwide. Despite all you do to protect your staff and students, emergencies still happen. When they occur, how quickly and easily someone can initiate an alert for the crisis and how quickly everyone involved can respond and take appropriate action are critical for the best outcome. Response time is essential for any emergency - from extreme situations such as an active shooter to everyday crises such as medical emergencies, severe weather, physical altercations, etc. The sooner you respond, the better your chances for a positive outcome.

With educators in mind, we designed a safety solution that instantly routes requests for help to key personnel. Our solution provides clear and critical information to all impacted personnel, ensuring your staff feels ready to respond to any situation.



Over 3,000 schools, hotels,
healthcare facilities, and office
buildings covered



Over 2.0 million people
protected



Over 225,000 rooms
secured

2. Benefits

CENTEGIX has been selected to protect over 1 million people nationwide. CrisisAlert™ is the fastest and easiest way for all staff to immediately get help, anywhere on campus. Educators and administrators choose CrisisAlert™ for its unique benefits:



One button activation.

A wearable badge with a single button enables confident human action.



Immediate notification.

With the simple push of a button, alerts instantly reach administrators and 911 responders.



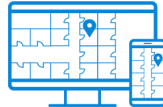
Total grounds coverage.

Our network secures every square foot of your property – there are no dead zones. Badges function everywhere.



Audio and Visual Notification.

Faculty-wide alerts communicate emergency information using colored strobe lights, desktop alerts, and intercom integration.



Location accuracy.

Our innovative technology determines the location of the alert to the individual room.



Ease of installation.

No alterations to physical structures or electrical wiring are required.

“WE CALL IT A FORCE MULTIPLIER: PUTTING THIS TECHNOLOGY IN THE HANDS OF MORE THAN 25,000 EMPLOYEES GIVES ME 25,000 SETS OF EYES TO HELP KEEP CAMPUSES SAFE.”

*-Chief John Newman, Director of Safety and Security,
Hillsborough County Public Schools, FL*

3. Features and Capabilities

CENTEGIX's CrisisAlert™ solution was designed with an intense practical focus on saving time during all types of emergencies. It utilizes a powerful blend of hardware, software, and wireless technologies to provide an innovative crisis management platform that accelerates the critical reaction times required in an emergency.

- **CrisisAlert™ Badge:** A wearable alert badge issued to all employees empowering them to instantly notify appropriate personnel using two alert types:
 - **Staff Alert** - a call for individual assistance that typically alerts responders based at the school campus for a variety of needs.
 - **Campus-Wide Alert** - alerts all campus occupants of a need to take action (i.e., lockdown) with both audio and visual communications.
- **Responder Application:** This software is available to administrative personnel designated by the district or campus (e.g., superintendent, safety director, school principal, dean, dept. chairs, etc) and enables:
 - **Alert Activation:** campus-wide alerts can be quickly and easily initiated.
 - **Remote Alert Activation:** immediately activate campus-wide alerts (e.g., severe weather, lockdown, evacuation, etc.) even if not present on campus.
 - **Alert location:** Know the location of an incident in a map view.
- **Analytics Dashboard:** Actionable reporting lets you track trends across your district, inform future incident responses, and measure protocol/process effectiveness.
- **Strategic Integrations:** Our platform integrates with key services to deliver notifications and communications to save precious time in an emergency.



INTERCOM SYSTEMS

Delivering audio announcements for campus-wide protection.



DATA NETWORK

Enables screen takeover notifications.



NATIONAL 911 PROVIDERS

Routes notifications directly to emergency responders.

4. Solution Components

Hardware

There are four proprietary hardware components that drive CrisisAlert's alert activation, notification, and locating capabilities: the CrisisAlert™ Badge, CrisisAlert™ Strobe, CrisisAlert™ Hub, and the CrisisAlert™ Gateway.



BADGE

- Every Employee
- Vibration upon activation
- Multi-year battery life



STROBE

- Every Room
- Multi-color visual alerting
- Multi-year battery life



HUB

- Multiple per floor
- Tamperproof mount
- 8-hour battery backup



GATEWAY

- One per property
- Connects to Cloud
- 8-hour battery backup

Software

CENTEGIX's CrisisAlert™ software is an Internet of Things solution powered by a private security network and an enterprise SaaS. Everything from user management to location mapping to alert and device configuration can be performed and be accessed from any Web browser.

Available in Android and iOS, CrisisAlert's mobile application allows users to quickly manage and monitor an emergency event as it's unfolding – right from their smartphone.

Desktop client applications are installed on a PC or Mac, providing alert notification and activation functionality, along with full crisis management capability.

CrisisAlert's powerful *Analytics Dashboard* gives you the information needed to keep your finger on the pulse of what's happening at a specific property, multiple properties or across all properties.

5. Customer Success & Support

Successful implementation is vital to any project. Each client will be guided through all phases of a CrisisAlert™ implementation by an assigned Onboarding Specialist. This process includes the following stages:



Once live, ongoing support is provided via the CENTEGIX Command Center and Support Desk that provides customer support which includes:

- Software/Firmware Upgrades
- Analytics
- 24/7 Device Monitoring
 - Proactive monitoring of devices and district notification
- Remote Access Support
- Technical Email Support
- Remote Webinar Training
- Support Library (Recorded Webinars, How To Videos, Digital Training Manual)
- Ongoing Account Review
 - Review of open tickets, product roadmap, hardware maintenance review

6. Platform Maintenance

Ongoing maintenance of both the software and hardware components of your CrisisAlert solution is essential. Your maintenance agreement includes the following services:



CrisisAlert Cloud Platform provides access to configure, activate and manage users and alerts.



Proactive service management software and notifications including automated 24/7 trouble ticketing and ticketing interfaces.

- The CENTEGIX Command Center will proactively identify sites requiring IoT device updates and communicate those to the customer
- CENTEGIX will work with the customer to identify onsite personnel that can replace an IoT device or battery or a field service partner to complete.



Feature enhancement and routine version updates for all components on a monthly or quarterly basis including:

- Device software and firmware including strobe, beacon, hub, solar, and gateway devices.
- Analytics and reporting software including an alert dashboard and export capabilities.
- Mobile and desktop software for iOS and Android Software, as well as MSI/DMG files.
- Responder software and interface available for web and alert software.



An annual detailed evaluation of each site to evaluate device health, network coverage, and battery life.

- This review typically occurs in the summer months.
- CENTEGIX and your partner (if applicable) will review the site evaluation with you, which includes details of the tune-up to be done, such as replacing devices with repeat issues or batteries with less than 6 months remaining.



7. Pricing

The pricing quote includes all necessary hardware and software components to provide complete campus coverage of the CrisisAlert™ solution at each site location, inside and out. Your quote also includes installation, online training, platform maintenance, and applicable shipping costs.

8. Terms and Conditions

CENTEGIX standard terms and conditions, including the software end-user licensing agreement (EULA), are incorporated by reference and can be found at <https://www.centegix.com/legal-tc2/>

Quote



Submitted on: 8/1/2023
Valid 45 Days

Bill To:
Hazel Park Public Schools
1620 E. Elza
Hazel Park, MI 48030

Ship To (if different):
SAME

Quote #
MY07212023
Terms (Years)
5

Solution	*Sites	Annual Rate (Per Site)	Term Rate (Per Site)	Amount
Safety Platform	9	\$6,000	\$30,000	\$270,000
CrisisAlert™	9	Included	Included	Included
Visitor Management	9	Included	Included	Included
Safety Blueprint™	9	Included	Included	Included
Reunification	9	Included	Included	Included
Enhanced Visitor Management	9	\$750	\$3,750	\$33,750
One Time Fees - CrisisAlert™				
Installation & Setup	9		\$3,000	\$27,000
Implementation	9		\$1,250	\$11,250
Cellular Wireless Backup	9	(self-install)	\$500	\$4,500
Shipping	9		\$400	\$3,600
On-Site Responder Training	9		\$1,000	\$9,000
One Time Fees - Visitor Management				
Installation (On-Site)	9		\$250	\$2,250
Enhanced Visitor Management Training Fee	9		\$250	\$2,250
--Visitor & Student Starter Package	9		\$1,400	\$12,600
Visitor Locating Badges (10 with Visitor Management)	9		Included	Included
On-Site Training	9		\$750	\$6,750

NOTES:
*Includes special safety platform discount for a 5-year term if Hazel Park agrees to be a part of Centegix Michigan Lighthouse Program. MLP includes presenting or co-presenting at 2 upcoming conferences during the 23-24 school year.

5 Year Grand Total	\$382,950
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**Quote includes site mapping and training, along with software licensing and hardware warranty based on the term selected.
***Preliminary site count listed pending a final site list from customer.

Annual contract will renew after the selected term expires at then current pricing.

CENTEGIX™ will invoice based on the following billing milestones:
• 50% upon the PO date/order date
• 50% 90 days after PO date/order date
• All invoices are payable on Net 30 terms.

The remaining fees will be invoiced annually upon the anniversary date.

Amounts do not include local, state or federal taxes. If you are tax exempt, please provide a tax exempt form otherwise sales tax will be charged.



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

To: Amy Kruppe, Superintendent
From: Bradley Wilkins, Director of Technology
Subject: Centegix
Date: 8/18/23

During a recent Safety Assessment/Audit the top finding that came up at all of our schools was the lack of a Visitor Management system. We are recommending Centegix as the provider for our Visitor Management system; it includes all of Ident-A-Kid's iVisitor Management functionality and the new capability of real-time visitor locating. This innovative feature leverages the power of the CENTEGIX location-aware network, mapping expertise, and the wearable badge to deliver a feature unique to the K12 safety marketplace.

ENHANCED VISITOR MANAGEMENT DELIVERS:

- Real-time locating of visitors
- Location mapping to show visitor location
- Visitor analytics that enable informed decisions on visitor policies, vendor billing, and approved visitor lists

Along with the Visitor Management solution we are recommending the CrisisAlert.


CENTEGIX's CrisisAlert™ solution was designed with an intense practical focus on saving time during all types of emergencies. It utilizes a powerful blend of hardware, software, and wireless technologies to provide an innovative crisis management platform that accelerates the critical reaction times required in an emergency.

Funding Source: \$382,950 for a 5 year agreement from a combination of Sinking and General Fund

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

Recommendation This will provide us with better safety and security on knowing who is in the building and where they are. Plus provide the staff with a badge to alert an emergency from anywhere in the building. That the Board of Education approve Centegix as our Safety platform in the amount of \$382,950.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Amy Kruppe, Superintendent
From: Bradley Wilkins, Director of Technology
Subject: High School - Sign Replacement
Date: 8/18/23

The High School sign has LED boards that are going in and out. We have had some service on the sign within the last couple of years. The sign is around 15 years old and could use an update to make announcements and events display better by the community and those that pass by.

Stewart Signs has many signs throughout the state of Michigan below is a link for signs they produce.
[Stewart Signs | Signs in Your Area](#)

Sign Cost - \$25,000
Installation - \$5,000-\$6000

Funding Source: \$31,000 from the Sinking Fund.

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

Recommendation This will be a positive upgrade for our High School and will allow for full color and graphics for announcements and messages.

That the Board of Education approve Stewart Signs for the High School sign replacement.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



Prepared for
Hazel Park High School
23400 Hughes Ave
Hazel Park, MI 48030

Prepared by
Sarah Murphy
smurphy@stewartsigns.com
1.888.237.3928 x2120

DESCRIPTION	PRICE
<p>Double Sided Full Color TekStar Outdoor LED Sign LED display integrated inside of an aluminum sign cabinet with solar-grade polycarbonate vandal cover to protect from impacts, vandalism and the sun.</p> <p>LED display</p> <ul style="list-style-type: none"> • 10.66mm full color at 60 pixels high by 210 pixels wide (12,600 total pixels per side) • Active display area 2'1" x 7'4" (15.4 square feet per side) • 1 to 7 rows of text and use your own images and video clips • Entire sign UL Listed and FCC Part 15 compliant <p>See full display capabilities</p> <p>Communication method Communication provided by cellular modem and LIFETIME Cell Connect data plan. See full specifications</p> <p>Sign structure and faces</p> <ul style="list-style-type: none"> • Double sided 4' x 8' sign cabinet with 12" deep extruded aluminum • TCI® industrial powder coat finish, color: Pewter • Graphics digitally printed on 3M™ vinyl and adhered to inside of sign face • Internal illumination with LED lamps • TUFFAK® SL pan-formed faces removable via internal retainers • Side bracket mount (see artwork for placement) • Lifetime warranty on structure & faces, including vandalism (see warranty for info) <p>Electrical specifications</p> <ul style="list-style-type: none"> • One 20 amp circuit, 120 volts; Max draw: 9.94 amps 	<p>\$22,287.00 Special Price: \$21,000.00</p>
<p>Software SignCommand.com Cloud-based LED Sign Software FREE for the lifetime of the product. Control your sign from anywhere using any device. No monthly fees. Learn more.</p>	Included
<p>Freight</p> <ul style="list-style-type: none"> • Shipping of sign from factory to location 	Included

Total: \$21,000.00
+ any applicable sales tax
Payment terms: 50% Down, 50% Net 30

Prepared for: Hazel Park High School • Hazel Park, MI
Prepared by: Sarah Murphy • smurphy@stewartsigns.com • 1.888.237.3928 x2120

SHIPPING INFORMATION

Invoices

HAZEL PARK SENIOR HIGH SCHOOL
23400 HUGHES AVE
HAZEL PARK, MI 48030-1552

All items not specified here will be shipped to:

Hazel Park High School
23400 Hughes Ave
Hazel Park, MI 48030

Shipping terms: FOB Origin. Storage and other freight services may be added to your invoice should they be required. Unless managed installation services are included, customer is responsible for unloading of sign upon delivery. Signs greater than 6 feet wide are not eligible for lift gate services.

TERMS & CONDITIONS (*unless noted elsewhere in this quote)

TAX: Any applicable sales tax will be added to your invoice. Organizations exempt from sales tax must include exemption certificate with order.

PERMITS: Permits and zoning are the responsibilities of the buyer. Check with your city or county zoning office for proper permitting procedures in your area. Sealed engineer drawings available at additional cost.

INSTALLATION: Installation of footers, erection, electrical service to sign site, electrical hook-up, removal and/or disposal of any existing signage, and any decorative masonry are the responsibilities of the buyer. Managed installation services are available at additional cost.

[Learn about typical installation methods.](#)

CANCELLATION: Any cancellation may be subject to cancellation, return, and/or restocking fees. A late fee of 1.5% per month will be charged on any overdue balances. In the event of a payment default, customer will be responsible for all of Stewart Signs' costs of collection, including but not limited to court costs, filing fees and attorney fees.

SUPPORT: US-based phone and internet support are provided FREE for the lifetime of the product. A premier service warranty is available at additional cost.

SOFTWARE: By purchasing the SignCommand.com software product, you are agreeing with the Website Terms of Use (<https://www.signcommand.com/terms>) and Software End User License Agreement (<https://www.signcommand.com/eula>).

COMMUNICATION: Connectivity requires cell service at sign site. Must be within the United States (including Puerto Rico) with 4G LTE coverage shown on the Verizon Coverage Map (<https://www.stewartsigns.com/verizon-map>).

DATA PLAN: By purchasing the Cell Connect Data Plan, you are agreeing with the Data Plan Terms and Conditions (<https://www.signcommand.com/data-plan>).

I have read and understand the Terms & Conditions above.

INITIALS

ORDERING INSTRUCTIONS

1. Review this quote for accuracy. Initial the Terms & Conditions box. Sign and date the quote here.
2. Review any corresponding artwork provided with this quote. Check all spelling and colors. Sign and date the artwork.
3. Submit both documents along with your deposit payment to your sign consultant. Speak with your consultant about payment method options.

Customer's authorized signature for quote #1022730-1

SIGNATURE

PRINT NAME

DATE

Sarah Murphy

7/26/2023

Sarah Murphy, Sign Consultant

Limited Product Warranty ("Limited Warranty")

Prepared for: Hazel Park High School • Hazel Park, MI

Prepared by: Sarah Murphy • smurphy@stewartsigns.com • 1.888.237.3928 x2120

Definition of Warranty Coverage:

- 1) Stewart Signs (the "Company") expressly warrants to the original purchaser ("You" or "Buyer" or "Owner" or "Customer") that, for a period of five (5) years from the date of shipment (the "Warranty Period"), the electronic displays and the associated Company products (the "Product") will be reasonably free of material defects in materials and workmanship impacting Product fit, form and/or function. During the Warranty Period, the Company will, at its discretion, repair or replace any defective covered Product. The Owner will be responsible for removing and reinstalling any and all repaired or replacement parts. This Limited Warranty only applies to the Company's Product if installed, used, and maintained in the manner recommended by Company, and this Limited Warranty is conditioned upon compliance with all such instructions. Lifetime telephone support for the Product is provided, as needed.
- 2) In the event the Product is damaged during shipping, it is the responsibility of the Buyer to refuse delivery, causing the Product to be returned to the manufacturer for repair. Title to the Product passes to the Buyer upon the Company's delivery to the freight carrier. The Company assumes no liability for damage caused by careless handling or poor installation, except for work completed by employees of the Company. Loss or damage to the Product when in possession of the freight carrier is the responsibility of the Customer and is not covered by this Limited Warranty.
- 3) Any information or suggestion by the Company with respect to the Product concerning applications, specifications or compliance with zoning, codes and standards is provided solely for your convenience and without any representation as to accuracy or suitability. You must verify and test the suitability of any information with respect to the Product for your specific application.
- 4) Sign Structure and Sign Face: In the event the sign structure or identification/changeable copy portion of the sign malfunctions under normal use and service thereof DURING THE LIFE OF THE SIGN due to material defects in workmanship or materials, the Company will, at its option, repair or replace any defective materials. Excludes Cornerstone monument signs and other Cornerstone components.
- 5) Vandalism to Sign Faces: This Limited Warranty covers polycarbonate faces against breakage due to vandalism DURING THE LIFE OF THE SIGN. Warranty protection does not extend to these surfaces if damaged by gunshots, or when damaged coincident with damage to the sign cabinet in which the faces are installed. Excludes Cornerstone monument signs and other Cornerstone components.
- 6) Failed electronic parts or assemblies, with the exception of lamps, will be repaired or replaced, at the sole discretion of the Company. Owner bears the expense and responsibility of shipping Product to Company's Repair Center. Replacement or repaired parts are warranted to be free from material defects in material or workmanship for ninety (90) days, or for the remainder of the Warranty Period of the Product they are replacing or in which they are installed, whichever is longer.
- 7) The Company will repair failed LED pixels if greater than one half of one percent (0.5%) of the total number of pixels in the sign have failed in one (1) calendar year, provided the sign is installed with the recommended ventilation system for its location. The definition of pixel failure is when all LED's in the pixel will no longer emit light. Pixel repair is performed at the Company Repair Center. It is common knowledge within the sign industry that all LEDs degrade and produce less light as they age. Eventually the LEDs will require replacement even though the LEDs will still emit light. This Limited Warranty does not cover normal LED degradation.
- 8) Customer Obligations:
Failure by the Customer to properly maintain the Product, including but not limited to filters and the ventilation/air conditioning systems, will void coverage for affected components. The Customer shall notify the Company immediately of equipment failure and allow the Company full and free access to the Product when required. Waiver of liability or other restriction shall not be imposed as a site access requirement. The Customer is responsible for all costs and management oversight associated with providing the Company access to the Product, providing the necessary machines, communication facilities and other equipment, inclusive of but not limited to lifting equipment. Should on-site repair be required, Customer is required to have a responsible individual on-site to provide access to the Product as well as sign off on a completed work order.
- 9) Exclusions and Restrictions:
The Company reserves the right to restrict service, limit replacement parts, or invalidate this Limited Warranty to Customers whose account balance is past due.
This Limited Warranty specifically excludes any on-site labor required to service the covered Product, including diagnosis, removal, and installation of parts and/or products. Any on-site service required by the Customer of Company technicians or a local Company-authorized service provider is billable to the Customer based on an agreed-upon written quote.
This Limited Warranty does not apply to software. Software is covered by a separate agreement, which appears in the Company's software license agreement.
Ballasts are covered for three (3) years.
ID cabinet LED illumination and power supply are covered for two (2) years, when purchased as a system.
- 10) This Limited Warranty specifically does not cover the following:
 - a) Third-party communication devices such as wireless devices and modems, which are covered by a separate electronic communication warranty.
 - b) Damage to Product that has been moved from its original installation location or is mounted in a mobile structure.
 - c) Cosmetic damage to the Product (including but not limited to scratches and dents that do not otherwise affect the fit, form or functionality of the Product or materially impair its use).
 - d) Temperature sensor results: temperature sensors will register variable results, given local environmental factors such as direct sunlight, distance from concrete or asphalt, etc.; results are not guaranteed or covered under this Limited Warranty.
 - e) Recovery or transfer of any data or software stored on the Product not originally installed on the Product by the Company.
 - f) Light bulbs or lamps.
- 11) This Limited Warranty specifically does not cover conditions, defects or damage caused by or resulting from the following:
 - a) Defects caused by: unreasonable or unintended use of Product; improper or unauthorized handling; accident; omission; neglect; vandalism (unless otherwise noted in this Limited Warranty); misuse; physical abuse; installation, use and/or fabrication, and maintenance of the Product by any party

Prepared for: Hazel Park High School • Hazel Park, MI

Prepared by: Sarah Murphy • smurphy@stewartsigns.com • 1.888.237.3928 x2120

- other than the Company.
- b) Damage (not resulting from manufacturing defects) that occurs while the Product is in the Owner's control and/or possession, unless otherwise noted in this Limited Warranty.
 - c) Extreme physical or electrical stress or interference; environmental conditions beyond the Company's control, such as man-made or naturally occurring electrochemical oxidation or corrosion and/or metallic pollutants; normal wear and tear; inadequate, improper, or surges of electrical power; lightning, floods, fire, acts of God, war, terrorism, or other external causes, including Force Majeure.
 - d) Unauthorized modification, including installation of third-party software on the Product.
 - e) Product modification or service by anyone other than: (a) the Company, (b) a Company-authorized service provider, or (c) Customer's own installation of Company approved parts with instruction from the Company. Service to damaged or malfunctioning Product which has not been ordered or authorized by the Company's Customer Satisfaction Department is not covered under this Limited Warranty and will automatically invalidate this Limited Warranty.
 - f) Computer viruses, Trojan horses, worms, self-replicating code or like destructive code which was not included in the Product by the Company.
 - g) Products installed with known or visible manufacturing defects at the time of installation.
- 12) All items returned to the Company must have a Return Materials Authorization ("RMA") number, available by using the contact information below. Items received without an RMA number will not be processed and will be returned to the Customer at their expense. The Customer is responsible for sending a defective part to the Company, after which the Company will send a repaired or replacement part to the Customer.
- 13) The Company will provide and be responsible for the cost of shipping parts from the Company to the Customer, with the exception of sign faces, replaced due to vandalism. Standard shipping via the United States Postal Service or other commercial parcel delivery company is the default method of delivery. Expedited delivery is available to the Customer at his or her expense. The Customer will provide and be responsible for the cost of shipping parts to the Company.
- 14) Warranty claims must be registered with the Company within thirty (30) days of damage or malfunction. To register a claim, the Customer must contact the Company at the location specified below and provide (a) his or her name and any other required contact information, (b) Product and purchase descriptions, and (c) the nature of the defect. The Company reserves the right (at its sole discretion) to require proof of original purchase (e.g. paid invoice, receipt) and to visit the site of the installation or to require documentation of the claim before assuming any responsibility under the provisions of this Limited Warranty.
- 15) THE LIMITED WARRANTIES SET FORTH HEREIN ARE THE ONLY WARRANTIES MADE BY THE COMPANY IN CONNECTION WITH THE PRODUCT. THE COMPANY CANNOT AND DOES NOT MAKE ANY IMPLIED OR EXPRESS WARRANTIES WITH RESPECT TO THE PRODUCT, AND DISCLAIMS ALL OTHER WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE COMPANY'S SOLE OBLIGATION UNDER THIS LIMITED WARRANTY SHALL BE TO REPAIR OR REPLACE MALFUNCTIONING OR DEFECTIVE PARTS OF THE PRODUCT. BUYER ASSUMES ALL RISK WHATSOEVER AS TO THE RESULT OF THE USE OF THE PRODUCT PURCHASED, WHETHER USED SINGULARLY OR IN COMBINATION WITH ANY OTHER PRODUCTS OR SUBSTANCES.
- 16) NO CLAIM BY BUYER OF ANY KIND, INCLUDING CLAIMS FOR INDEMNIFICATION, SHALL BE GREATER IN AMOUNT THAN THE PURCHASE PRICE OF THE PRODUCT WITH RESPECT TO WHICH DAMAGES ARE CLAIMED. IN NO EVENT SHALL COMPANY BE LIABLE TO BUYER IN TORT, CONTRACT OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, PUNITIVE OR EXEMPLARY DAMAGES, OR FOR LOSS OF PROFIT, REVENUE OR USE, IN CONNECTION WITH, ARISING OUT OF, OR AS A RESULT OF, THE SALE, DELIVERY, SERVICING, USE OR LOSS OF USE OF THE PRODUCT SOLD HEREUNDER, OR FOR ANY LIABILITY THAT BUYER HAS TO ANY THIRD PARTY WITH RESPECT THERETO.

Contact Information:

Stewart Signs Customer Satisfaction
2201 Cantu Court, Suite 215
Sarasota, FL 34232
Phone: 855-841-4624
Web: www.stewartsigns.com/support/
Email: support@stewartsigns.com



TUFFAK® SL vandal cover in front of the LED display protects from impacts and the sun.

Stewart Signs
 ONE SIGN. ONE COMPANY
 1-800-237-3928 stewartsigns.com

TekStar Color 10.66mm 60x210
 Cabinet size: 4'x8'
 Sk: 1022730-2 Cust: 1680975
 7/27/2023 CW/sMurphy PROPOSAL
 Scale: 5/8"=1' Cabinet Color: Pewter

Signature _____
 Date _____

Please confirm that all lettering, colors and graphics are correct before signing. Changes to artwork after signature is received will incur a \$200 art change fee.



This custom artwork is not intended to provide an exact match for ink, vinyl, paint, or LED color. Signs are designed for an illuminated graphic and art is based off of this premise. Non-illumination during daylight hours may result in graphics of varying appearance. Brickwork and masonry are not included in the proposal with the exception of Cornerstone products. Measurements shown are approximations; final product dimensions may vary. LED images shown are simulated to replicate optimum viewing distance. *Original design, do not duplicate.*



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

To: Amy Kruppe, Superintendent
From: Bradley Wilkins, Director of Technology
Subject: High School Sound & Lighting Class
Date: 8/18/23

The High School will be teaching a sound and lighting class. This class will hope to provide students with the ability to manage the sound and lighting for programs and events in the auditorium and help prepare them to potentially get a job in the industry. We are working with SchoolCraft college to develop the curriculum for this class.

There are some basic needs/equipment needed to get this class going for the Fall in the amount of \$7500. There will be some other needs throughout the school year as well.

Funding Source: \$12,500 from the General Fund.

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.

Recommendation

That the Board of Education approve purchasing of the equipment needed for the High School Sound & Lighting Class in the amount of \$12,500.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Amy Kruppe, Superintendent
From: Stephanie Dulmage, Assistant Superintendent of Teaching & Learning
Subject: After School Services - Academic Tutoring
Date: August 21, 2023

We are seeking approval to staff out of school time student support services at the rate of pay of \$35.00 per hour plus fringe. Research indicates that 1:1 tutoring and extended day support have a high impact on student growth and learning. Expanded learning time, that includes after-school tutoring, has been named as one of the top strategies to mitigate the impact of interrupted schooling and improve academic outcomes..

Given the impact of these strategies, Hazel Park Schools will offer the following extended day supports: direct instruction tutoring and homework help. This proposal also includes staffing for detention. We are seeking compensation for staff for a period of 30 weeks during the 2023-2024 school year. Staff members will be compensated at the hourly rate of \$35.00.

In an effort to support our High School students, we would like to once again propose an after-school virtual and face-to face tutoring program. This tutoring program is being designed to meet the needs of students and their families by making sessions available virtual and face-to-face. Tutoring sessions will take place Monday-Friday for an hour after school and an hour in the evening. We believe that by providing options to receive tutoring if needed, parents and students will have more flexibility to receive assistance.

- Elementary Tutoring, 10 teachers 2.5 hours per week.

Elementary Building	Number of Tutors	Number of Weeks	Hours Per Week	Hourly Rate & Fringe Benefits	Budget Total
Hoover	10	30	2.5	\$52.00	\$39,000
United Oaks	10	30	2.5	\$52.00	\$39,000
Webb	10	30	2.5	\$52.00	\$39,000
				Budget Total	\$117,000

- HPJH Tutoring, 5 teachers, 5 hours per week . (4 tutoring and 1 in the student center)
- HPJH Detention, 1 teacher, 3 days per week 2 hours per day.

Tutoring Category	Number of Tutors	Number of Weeks	Hours Per Week	Hourly Rate & Fringe Benefits	Budget Total
ELA Tutors	2	30	5	\$52.00	\$15,600
Math Tutors	2	30	5	\$52.00	\$15,600
Homework Help Staff	1	34	4	\$52.00	\$7,072





Detention Staff	1	34	6	\$52.00	\$10,608
				Budget Total	\$48,880

- HPHS Tutoring, 5 days per week.
- HPHS Detention, 3 days per week 2 hours per day. 1 teacher for a total of 6 hours per week.

Tutoring Category	Number of Tutors	Number of Weeks	Hours Per Week	Hourly Rate & Fringe Benefits	Budget Total
Homework Help	6	34	4	\$52.00	\$42,432
Detention	1	34	6	\$52.00	\$10,608
				Budget Total	\$53,040

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.

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 and Community School Grant

Recommendation

That the Board of Education approve the after school services at a rate of \$35 per hour + benefits in an amount not to exceed \$218,920.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



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

To: Hazel Park Board of Education
From: Amy Kruppe, Superintendent
Stephanie Dulmage, Executive Director of Teaching, Learning, and Assessment
Subject: Grades 9-12 Core Novels - Renewal and New Purchase
Date: 8/21/23

To ensure that all of our high school students have access to high-quality literature we are bringing a proposal to the Board of Education to replace and/or purchase new core texts to support high school English courses. We are in the process of reviewing the request for new core texts. These have also been included in the proposal.

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.

Funding Source: General Fund

Recommendation

That the Board of Education approves the purchase of novels for Grades 9-12 English curriculum in an amount not to exceed \$22,000.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



Barnes & Noble Booksellers

Store 2923

Troy [396 John R. Road](#) [Troy, MI](#) [48083](#)

Quote # 1554676

Store Number: 2923

**Shipping
Address:**

Prepared For: Hazel Park Public Schools
Kristina Herron

Kristina Herron

School/Company: Hazel Park Public Schools

[1620 E. Elza Ave.](#)

Store Contact: Colin Houston

Contact Phone: (248) 675-9594

Hazel Park, MI 48030

Store Fax No.: (248) 577-5064

Preparation Date: 06/14/2023

Order Due Date: 06/20/2023

Customer Phone: (248) 658-5284

Customer Email: kristina.herron@myhpsd.org

Product	Title	Author	Publisher	Discount		Destination	Quantity	List Price	% Off	Quote Extended	
				Form	Allowed					Price	Price
9780307976109	145th Street: Short Stories	Walter Dean Myers	Random House Children's Books	TP		Ship-to-Customer	6	10.99	35.0%	7.14	42.84
9781368024044	9 from the Nine Worlds (Magnus Chase and the Gods of Asgard Series)	Rick Riordan	Disney Publishing Group	TC		Ship-to-Customer	6	14.99	35.0%	9.74	58.44
9780142413999	After Tupac and D Foster	Jacqueline Woodson	Penguin Young Readers Group	TP		Ship-to-Customer	6	8.99	35.0%	5.84	35.04
9780152052201	Afterlife	Gary Soto	HarperCollins Publishers	TP		Ship-to-Customer	6	9.99	35.0%	6.49	38.94
9781534439467	Ain't Burned All the Bright	Jason Reynolds	Atheneum/Caitlyn Dlouhy Books	TC		Ship-to-Customer	6	19.99	35.0%	12.99	77.94
9781481463348	All American Boys	Jason Reynolds	Atheneum/Caitlyn Dlouhy Books	TP		Ship-to-Customer	6	12.99	35.0%	8.44	50.64
9780062422651	Allegedly	Tiffany D. Jackson	HarperCollins Publishers	TP		Ship-to-Customer	6	15.99	35.0%	10.39	62.34
9781338245721	Allies	Alan Gratz	Scholastic, Inc.	TC		Ship-to-Customer	6	17.99	35.0%	11.69	70.14
9780399544699	Amal Unbound	Aisha Saeed	Penguin Young Readers Group	TP		Ship-to-Customer	6	8.99	35.0%	5.84	35.04
9780062473059	American Street	Ibi Zoboi	HarperCollins Publishers	TP		Ship-to-Customer	6	15.99	35.0%	10.39	62.34
9780316540483	Amira & Hamza: The War to Save the Worlds	Samira Ahmed	Little, Brown Books for Young Readers	TP		Ship-to-Customer	6	7.99	35.0%	5.19	31.14
9780062359995	Another Brooklyn	Jacqueline Woodson	HarperCollins Publishers	TP		Ship-to-Customer	6	16.99	35.0%	11.04	66.24
9781481415910	As Brave as You	Jason Reynolds	Atheneum/Caitlyn Dlouhy Books	TP		Ship-to-Customer	6	8.99	35.0%	5.84	35.04
9780593379882	As Good as Dead (A Good Girl's Guide to Murder #3)	Holly Jackson	Random House Children's Books	TP		Ship-to-Customer	6	12.99	35.0%	8.44	50.64
9781416961475	Ashes (Seeds of America Trilogy Series #3)	Laurie Halse Anderson	Atheneum/Caitlyn Dlouhy Books	TP		Ship-to-Customer	6	8.99	35.0%	5.84	35.04
9781101934852	Auggie & Me: Three Wonder Stories	R. J. Palacio	Random House Children's Books	TC		Ship-to-Customer	6	16.99	35.0%	11.04	66.24
9780060582937	Autobiography of My Dead Brother	Walter Dean Myers	HarperCollins Publishers	TP		Ship-to-Customer	6	9.99	35.0%	6.49	38.94

9781250821133	Awakening of Malcolm X	Ilyasah Shabazz	Square Fish	TP	Ship-to-Customer	6	11.99	35.0%	7.79	46.74
9780064472883	Bad Boy	Walter Dean Myers	HarperCollins Publishers	TP	Ship-to-Customer	6	10.99	35.0%	7.14	42.84
9780765385581	Ban This Book	Alan Gratz	Tor Publishing Group	TP	Ship-to-Customer	6	8.99	35.0%	5.84	35.04
9780062798459	Bat and the End of Everything	Elana K. Arnold	HarperCollins Publishers	TP	Ship-to-Customer	6	6.99	35.0%	4.54	27.24
9780062445865	Bat and the Waiting Game	Elana K. Arnold	HarperCollins Publishers	TP	Ship-to-Customer	6	7.99	35.0%	5.19	31.14
9781481490290	Battle of Jericho (Jericho Trilogy Series #1)	Sharon M. Draper	Atheneum/Caitlyn Dlouhy Books	TP	Ship-to-Customer	6	10.99	35.0%	7.14	42.84
9781423101499										



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

To: Amy Kruppe, Superintendent
From: Stephanie Dulmage, Executive Director of Teaching, Learning, and Assessment
Subject: ARC Resources - Edison, Advantage, HPHS, and Self-Contained Classrooms
Date: 8/21/23

We are committed to ensuring that all students have access to grade-appropriate, high-quality reading resources. To achieve this goal, we have been working with the ARC team to select customized materials to support students at Edison, Advantage, and the self-contained classrooms at Hoover, Hazel Park Junior High, United Oaks, Webb, and Webster. Since many of these classes are multi-age, each teacher uses materials for two specific grades in a given year. This model allows us to cycle through all of the grade-level materials, on a rotating basis year by year, so our students experience and have access to all grade-level content and core text.

Based on the growth among our students in grades 6-8, we will be piloting the use of the ARC Core curriculum with a portion of the 9th-grade students at Hazel Park High School. We will also be using the secondary IRLA tool kits as a Tier 2 intervention for students at Hazel Park High School.

This quote includes the core text and resources for three new grade levels for Edison, Advantage, and the self-contained classrooms, along with the Hazel Park High School pilot. The Board of Education approved a portion of the costs for Edison, Advantage, and the self-contained classrooms in May of 2023 in the amount of \$24,350. This was only for one unit in grades 3-8. The approval request of \$148,829 is the difference between the total cost and the previously approved amount.

School	Total Cost
Advantage K-8	\$32,450
Edison K-8	\$22,080
Hazel Park Junior High Self-Contained	\$22,030
Hoover Self-Contained	\$10,417.50
United Oaks Self-Contained	\$11,130
Webb Self-Contained	\$17,490
Hazel Park High School 9th Grade Pilot	\$38,181
Hazel Park High School IRLA tool Kits	\$5,000
Hazel Park High School 9th Grade Pilot - PD	\$14,400
Total	\$173,179





	Previously Approved	-\$24,350
	Grand Total	\$148,829

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.

Funding Source: Center and General Fund

Recommendation

That the Board of Education approves the purchase of the ARC reading resources for Edison, Advantage, Hazel Park High School, and the self-contained classrooms in the amount of \$148,829.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent

Hazel Park High School

Hazel Park School District

Grade 9 ARC Core Units 1-3

07/26/2023

Proposal Number: 239090

Submitted To: -

PRICING SUMMARY	
Materials	\$32,681.00
Digital Literacy Platform	\$5,500.00
Grand Total	\$38,181.00

Please note: Prices are valid 90 days from date of proposal

Prices and Fulfillment

Prices are valid 90 days from date of proposal. Upon receipt of purchase order or other payment method, materials will be shipped on a timeline mutually agreed to by the parties. ARC's Professional Development services will be delivered at customer's request and subject to American Reading Company personnel availability. Please send purchase orders to orders@americanreading.com.

Warranty and Returns

ARC guarantees quality products and will replace products due to order discrepancies and/or damaged products reported within 90 days of receipt of order. Customers will be provided either credit or replacement product. Marked, stickered, stamped, or otherwise altered materials are non-returnable. Beyond the ninety days allowed for replacement of items deemed defective, ARC disclaims all warranties, expressed or implied.

American Reading Company will pay for return shipping if the return is a result of company error. Please contact us prior to returning items to American Reading Company to ensure your return is processed correctly and you receive credit or replacement. If you have questions regarding your order, please contact our Customer Care Department at customercare@americanreading.com or (866) 810-2665.

Professional Development

American Reading Company limits all workshops to a maximum of 25 participants (20 teachers and 5 support staff). If more than 25 people attend the workshop, you agree to pay \$350 for each additional participant. Professional development training cannot be cancelled or changed within 15 days of the event date, or you will be billed for the event.

American Reading Company reserves the right to convert in person professional development, upon consultation with the customer, to a combination of virtual professional development, physical materials, and/or digital materials when necessary to ensure the health and safety of its employees and customers.

ARC reserves the right to charge a temporary inflation surcharge of up to \$300 per day for any remaining, as yet undelivered, in-person PD.

Recording of Professional Development sessions

American Reading Company retains proprietary rights to its professional development, both in person and virtual; therefore, recording of professional development is prohibited. ARC reserves the right to maintain distribution of its professional development services.

All [ARC Terms and Conditions](#) apply regardless of any additional terms that you may provide with your purchase.

Signature

Date

Title

Approved Amount: \$

Unit 1 ARC Core Literacy Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 1 Grade 9: ARC Literacy Lab Modules	Unit 1 Grade 9: ARC Core Literacy Lab Scholars Core Text: Uglies and Companion	2	\$4,000.00	\$8,000.00
			Subtotal	\$8,000.00

Unit 2 ARC Core Informational Research Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 2 Grade 9: Theme TBD	ARC Core Unit 2 Grade 9: Theme TBD	2	\$2,100.00	\$4,200.00
			Subtotal	\$4,200.00

Unit 3 ARC Core Literature Genre Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 3 Grade 9: Theme TBD	ARC Core Unit 3 Grade 9: Theme TBD	2	\$2,100.00	\$4,200.00
			Subtotal	\$4,200.00

Digital Literacy Platform				
Heading	Product	Quantity	Price	Total
SchoolPace/eIRLA or eENIL	SchoolPace (eIRLA/eENIL): 2023/2024 Full Year (per classroom)	2	\$1,000.00	\$2,000.00
SchoolPace/eIRLA or eENIL	SchoolPace Connect: Variant 3 Subscription (Grades 6-8, School Year 2023/2024) (For existing SchoolPace proposals, per classroom/student)	1	\$3,500.00	\$3,500.00

Subtotal **\$5,500.00**

Additional Materials

Heading	Product	Quantity	Price	Total
Reading Skills Cards	Skills Card Set (IRLA): High School (30 Count)	8	\$80.00	\$640.00

Subtotal **\$640.00**

ARC Core Consumables

Heading	Product	Quantity	Price	Total
Student-Consumable Materials	Skills Card Writing Set - Informational	16	\$30.00	\$480.00

Subtotal **\$480.00**

Classroom Libraries

Heading	Product	Quantity	Price	Total
Hook Books	Hook Book Collection Grade 9 (50 Book)	5	\$525.00	\$2,625.00

Subtotal **\$2,625.00**

Custom Products

Heading	Product	Quantity	Price	Total
Custom Products	ARC Literacy Lab Paired Core Text (Pu and Above) (30 Pairs) - Specify Grade; English or Spanish (Temporary Part Number)	2	\$780.00	\$1,560.00
	Core Text: Ugliers and Companion			

Custom Products	Custom - Research Lab Module English (Temporary Part Number)	16	\$6.00	\$96.00
	Genre Cards Grade 9 Unit 3 Theme TBD			
Custom Products	Custom - Research Lab Module English (Temporary Part Number)	16	\$30.00	\$480.00
	Research Card Set Grade 9 Unit 2 Theme TBD			
Custom Products	Custom - Thematic Collection English (Temporary Part Number)	20	\$260.00	\$5,200.00
	Themes TBD - sets of Research Libraries for each Unit 2 and 3			
Custom Products	Custom - Thematic Collection English (Temporary Part Number)	2	\$260.00	\$520.00
	Non Fiction Genre Collections Grade 9 Unit 3 Theme TBD			
Custom Products	Custom - Thematic Collection English (Temporary Part Number)	10	\$260.00	\$2,600.00
	Grade 9 Unit 2 Thematic Collections TBD - 2 sets			
Custom Products	Custom - Thematic Collection English (Temporary Part Number)	8	\$260.00	\$2,080.00
	Grade 9 Unit 3 Genre Collections Theme TBD			
			Subtotal	\$12,536.00

TOTAL: \$38,181.00

United Oaks Elementary School

Hazel Park School District

United Oaks ARC Core SY 23/24 - Self Contained

07/26/2023

Proposal Number: 239178

Submitted To: -

HAZEL PARK, MI 48030

PRICING SUMMARY	
Materials	\$16,780.00
Grand Total	\$16,780.00

Please note: Prices are valid 90 days from date of proposal

Prices and Fulfillment

Prices are valid 90 days from date of proposal. Upon receipt of purchase order or other payment method, materials will be shipped on a timeline mutually agreed to by the parties. ARC's Professional Development services will be delivered at customer's request and subject to American Reading Company personnel availability. Please send purchase orders to orders@americanreading.com.

Warranty and Returns

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American Reading Company will pay for return shipping if the return is a result of company error. Please contact us prior to returning items to American Reading Company to ensure your return is processed correctly and you receive credit or replacement. If you have questions regarding your order, please contact our Customer Care Department at customercare@americanreading.com or (866) 810-2665.

Professional Development

American Reading Company limits all workshops to a maximum of 25 participants (20 teachers and 5 support staff). If more than 25 people attend the workshop, you agree to pay \$350 for each additional participant. Professional development training cannot be cancelled or changed within 15 days of the event date, or you will be billed for the event.

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ARC reserves the right to charge a temporary inflation surcharge of up to \$300 per day for any remaining, as yet undelivered, in-person PD.

Recording of Professional Development sessions

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All [ARC Terms and Conditions](#) apply regardless of any additional terms that you may provide with your purchase.

Signature	Date
Title	Approved Amount: \$

Unit 2 ARC Core Informational Research Lab Modules

Heading	Product	Quantity	Price	Total
Unit 2 Kindergarten: Zoology	Kindergarten Unit 2: Research Lab Zoology Custom - United Oaks	1	\$2,100.00	\$2,100.00
			Subtotal	\$2,100.00

Unit 3 ARC Core Literature Genre Lab Modules

Heading	Product	Quantity	Price	Total
Unit 3 Kindergarten: Ecology	Kindergarten Unit 3: Research Lab Ecology Custom - United Oaks	1	\$2,100.00	\$2,100.00
			Subtotal	\$2,100.00

Unit 4 ARC Core Argument Research Lab Modules

Heading	Product	Quantity	Price	Total
Unit 4 Kindergarten: Entomology	Kindergarten Unit 4: Research Lab Entomology Custom - United Oaks	1	\$2,100.00	\$2,100.00
			Subtotal	\$2,100.00

Assessment and Instruction

Heading	Product	Quantity	Price	Total
IRLA/ENIL Toolkits for Small Group Instruction	IRLA Foundational Skills Toolkit 1 Green V11 United Oaks (2)	2	\$525.00	\$1,050.00
IRLA/ENIL Toolkits for Small Group Instruction	IRLA Foundational Skills Toolkit 2 Green V11 United Oaks (2)	2	\$600.00	\$1,200.00

IRLA/ENIL Toolkits for Small Group Instruction	IRLA Foundational Skills Toolkit Yellow V11 United Oaks (2)	2	\$425.00	\$850.00
			Subtotal	\$3,100.00

Classroom Libraries				
Heading	Product	Quantity	Price	Total
Leveled Classroom Libraries	Elementary Individual Basket 1B English United Oaks (2)	2	\$255.00	\$510.00
Leveled Classroom Libraries	Elementary Individual Basket 1G English United Oaks (2)	2	\$255.00	\$510.00
Leveled Classroom Libraries	Elementary Individual Basket 2B English United Oaks (2)	2	\$255.00	\$510.00
Leveled Classroom Libraries	Elementary Individual Basket 2G English United Oaks (2)	2	\$255.00	\$510.00
Leveled Classroom Libraries	Elementary Individual Basket Y English United Oaks (2)	2	\$255.00	\$510.00
			Subtotal	\$2,550.00

Custom Products				
Heading	Product	Quantity	Price	Total
Custom Products	Custom - Research Lab Module English (Temporary Part Number) Grade 3 Read Aloud A Collection 101ARCLL03B-RA United Oaks	1	\$55.00	\$55.00

Custom Products	Custom - Thematic Collection English (Temporary Part Number)	1	\$55.00	\$55.00
	Grade 3 Read Aloud A Collection 101ARCLL03A-RA-V2 United Oaks			
			Subtotal	\$110.00

Heading	Product	Quantity	Price	Total
	ARC Literacy Lab Grade 3 A Core Text (5 Copies)	2	\$55.00	\$110.00
	United Oaks (10)			
	ARC Literacy Lab Grade 3 B Core Text (5 Copies)	2	\$55.00	\$110.00
	United Oaks (10)			
	Unit 2 Grade 4 (C10): Research Lab Informational Animal Adaptations	1	\$1,500.00	\$1,500.00
	Custom United Oaks			
	Unit 3 Grade 4 (C10): Literature Genre Lab American Historical Fiction (+ American History)	1	\$1,500.00	\$1,500.00
	United Oaks			
	Unit 4 Grade 4 (C10): Research Lab Argument US States	1	\$1,500.00	\$1,500.00
	United Oaks			
			Subtotal	\$4,720.00

TOTAL: \$16,780.00

Hoover Elementary School

Hazel Park School District

Hoover - ARC Core SY 23/24 - Self Contained

07/26/2023

Proposal Number: 239175

Submitted To: -

HAZEL PARK, MI 48030

PRICING SUMMARY	
Materials	\$7,530.00
Grand Total	\$7,530.00

Please note: Prices are valid 90 days from date of proposal

Prices and Fulfillment

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Recording of Professional Development sessions

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All [ARC Terms and Conditions](#) apply regardless of any additional terms that you may provide with your purchase.

Signature	Date
Title	Approved Amount: \$

Classroom Libraries				
Heading	Product	Quantity	Price	Total
Leveled Classroom Libraries	Elementary Individual Basket 1B English For Hoover	1	\$255.00	\$255.00
Leveled Classroom Libraries	Elementary Individual Basket 1G English For Hoover	3	\$255.00	\$765.00
Leveled Classroom Libraries	Elementary Individual Basket 2G English For Hoover	2	\$255.00	\$510.00
Leveled Classroom Libraries	Elementary Individual Basket RTM English For Hoover	1	\$255.00	\$255.00
Leveled Classroom Libraries	Elementary Individual Basket Y English For Hoover	3	\$255.00	\$765.00
			Subtotal	\$2,550.00

Custom Products				
Heading	Product	Quantity	Price	Total
Custom Products	Custom - Research Lab Module English (Temporary Part Number) Grade 3 Read Aloud B Collection 101ARCLL03B- RA Hoover	1	\$55.00	\$55.00
Custom Products	Custom - Thematic Collection English (Temporary Part Number) Grade 3 Read Aloud A Collection 101ARCLL03A- RA-V2 Hoover	1	\$55.00	\$55.00
			Subtotal	\$110.00

Heading	Product	Quantity	Price	Total
	100 Book Challenge: Kindergarten Framework (Version 11) For Hoover	1	\$150.00	\$150.00
	ARC Literacy Lab Grade 3 A Core Text (5 Copies) Hoover (10)	2	\$55.00	\$110.00
	ARC Literacy Lab Grade 3 B Core Text (5 Copies) Hoover (10)	2	\$55.00	\$110.00
	Unit 2 Grade 4 (C10): Research Lab Informational Animal Adaptations Hoover	1	\$1,500.00	\$1,500.00
	Unit 3 Grade 4 (C10): Literature Genre Lab American Historical Fiction (+ American History) Hoover	1	\$1,500.00	\$1,500.00
	Unit 4 Grade 4 (C10): Research Lab Argument US States Hoover	1	\$1,500.00	\$1,500.00
			Subtotal	\$4,870.00

TOTAL: \$7,530.00

Hazel Park Junior High School

Hazel Park School District

Jr High - ARC Core SY 23/24 - Self Contained

07/26/2023

Proposal Number: 239173

Submitted To: -

PRICING SUMMARY	
Materials	\$22,030.00
Grand Total	\$22,030.00

Please note: Prices are valid 90 days from date of proposal

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Signature

Date

Title

Approved Amount: \$

Unit 1 ARC Core Literacy Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 1 Grade 6: ARC Literacy Lab Modules	ARC Literacy Lab Grade 6 Core Text - Fiction Only (5 Copies)	6	\$65.00	\$390.00
	Jr High (30)			
Unit 1 Grade 6: ARC Literacy Lab Modules	ARC Literacy Lab Grade 6 Core Text - Nonfiction Only (5 Copies)	6	\$65.00	\$390.00
	Jr High (30)			
			Subtotal	\$780.00

Unit 2 ARC Core Informational Research Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 2 Grade 6: Human Body	Unit 2 Grade 6: Research Lab Informational Human Body	1	\$1,950.00	\$1,950.00
	Custom - Jr High			
			Subtotal	\$1,950.00

Unit 3 ARC Core Literature Genre Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 3 Grade 6: Realistic Contemporary Fiction (+ Teen Issues)	Unit 3 Grade 6: Literature Genre Lab Realistic Contemporary Fiction (+ Teen Issues)	1	\$1,950.00	\$1,950.00
	Custom - Jr High			
			Subtotal	\$1,950.00

Unit 4 ARC Core Argument Research Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 4 Grade 6: Civil Rights Era	Unit 4 Grade 6: Research Lab Argument Civil Rights Era	1	\$1,950.00	\$1,950.00
	Custom - Jr High			

Subtotal **\$1,950.00**

Assessment and Instruction

Heading	Product	Quantity	Price	Total
IRLA/ENIL Toolkits for Small Group Instruction	IRLA Foundational Skills Toolkit 1 Green V11	1	\$525.00	\$525.00
	Jr High (1)			
IRLA/ENIL Toolkits for Small Group Instruction	IRLA Foundational Skills Toolkit 2 Green V11	1	\$600.00	\$600.00
	Jr High (1)			
IRLA/ENIL Toolkits for Small Group Instruction	IRLA Foundational Skills Toolkit Yellow V11	1	\$425.00	\$425.00
	Jr High (1)			
			Subtotal	\$1,550.00

Classroom Libraries

Heading	Product	Quantity	Price	Total
Leveled Classroom Libraries	Classroom Library Elementary 8 Basket Collection Special Education Middle School	1	\$2,040.00	\$2,040.00
	Jr high			
Leveled Classroom Libraries	Varsity Individual Basket 1-3Y English	2	\$265.00	\$530.00
	Jr High			
Leveled Classroom Libraries	Varsity Individual Basket 1B English	2	\$265.00	\$530.00
	Jr High			
Leveled Classroom Libraries	Varsity Individual Basket 1G English	2	\$265.00	\$530.00
	Jr High			

Leveled Classroom Libraries	Varsity Individual Basket 2B English Jr High	2	\$265.00	\$530.00
Leveled Classroom Libraries	Varsity Individual Basket 2G English Jr High	2	\$265.00	\$530.00
Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School 1R-2R Jr High	2	\$220.00	\$440.00
Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School BK Jr High	2	\$220.00	\$440.00
Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School OR Jr High	2	\$220.00	\$440.00
Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School PU Jr High	2	\$260.00	\$520.00
Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School WT Jr High	2	\$220.00	\$440.00
Thematic Text Sets	Genre Studies Teen Issues Grades Middle School (Nonfiction) Jr High	2	\$260.00	\$520.00
Thematic Text Sets	SS Civil Rights Era 1R-2R Jr High	2	\$220.00	\$440.00

Thematic Text Sets	SS Civil Rights Era Bk Jr High	2	\$220.00	\$440.00
Thematic Text Sets	SS Civil Rights Era Br Jr High	2	\$260.00	\$520.00
Thematic Text Sets	SS Civil Rights Era Or (A) Jr High	2	\$220.00	\$440.00
Thematic Text Sets	SS Civil Rights Era Pu Jr High	2	\$260.00	\$520.00
Thematic Text Sets	SS Civil Rights Era Wt Jr High	2	\$220.00	\$440.00
Thematic Text Sets	SS Human Body 1R-Wt Jr High	2	\$220.00	\$440.00
Thematic Text Sets	SS Human Body Bk Jr High	2	\$220.00	\$440.00
Thematic Text Sets	SS Human Body Br Jr High	2	\$260.00	\$520.00
Thematic Text Sets	SS Human Body Or Jr High	2	\$220.00	\$440.00

Thematic Text Sets	SS Human Body Pu	2	\$260.00	\$520.00
	Jr High			
			Subtotal	\$12,650.00

Instructional Frameworks				
Heading	Product	Quantity	Price	Total
Instructional Frameworks	Unit 1 Grades 6-8: ARC Literacy Lab Framework (Version 11)	2	\$150.00	\$300.00
	JR High (2)			
Instructional Frameworks	Unit 2 Grades 6-8: Research Lab Informational Framework - Human Body (Version 11)	2	\$150.00	\$300.00
	Jr High (2)			
Instructional Frameworks	Unit 3 Grades 6-8: Literature Genre Lab Framework - Realistic Contemporary Fiction (Version 11)	2	\$150.00	\$300.00
	Jr High (2)			
Instructional Frameworks	Unit 4 Grades 6-8: Research Lab Argument Framework - Civil Rights Era (Version 11)	2	\$150.00	\$300.00
	Jr High (2)			
			Subtotal	\$1,200.00

TOTAL: \$22,030.00

Advantage Alternative Program

Hazel Park School District

Advantage ARC Core SY 23/24 - Self Contained

07/26/2023

Proposal Number: 239180

Submitted To: -

HAZEL PARK, MI 48030

PRICING SUMMARY	
Materials	\$26,450.00
Digital Literacy Platform	\$6,000.00
Grand Total	\$32,450.00

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Signature

Date

Title

Approved Amount: \$

Unit 1 ARC Core Literacy Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 1 Grade 6: ARC Literacy Lab Modules	ARC Literacy Lab Grade 6 Core Text - Fiction Only (5 Copies)	6	\$65.00	\$390.00
	Advantage (30)			
Unit 1 Grade 6: ARC Literacy Lab Modules	ARC Literacy Lab Grade 6 Core Text - Nonfiction Only (5 Copies)	6	\$65.00	\$390.00
	Advantage (30)			
			Subtotal	\$780.00

Unit 2 ARC Core Informational Research Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 2 Grade 6: Human Body	Unit 2 Grade 6: Research Lab Informational Human Body	1	\$1,950.00	\$1,950.00
	Custom - Advantage			
Unit 2 Kindergarten: Zoology	Kindergarten Unit 2: Research Lab Zoology	1	\$2,100.00	\$2,100.00
	Custom - Advantage			
			Subtotal	\$4,050.00

Unit 3 ARC Core Literature Genre Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 3 Grade 6: Realistic Contemporary Fiction (+ Teen Issues)	Unit 3 Grade 6: Literature Genre Lab Realistic Contemporary Fiction (+ Teen Issues)	1	\$1,950.00	\$1,950.00
	Custom - Advantage			
Unit 3 Kindergarten: Ecology	Kindergarten Unit 3: Research Lab Ecology	1	\$2,100.00	\$2,100.00
	Custom - Advantage			
			Subtotal	\$4,050.00

Unit 4 ARC Core Argument Research Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 4 Grade 6: Civil Rights Era	Unit 4 Grade 6: Research Lab Argument Civil Rights Era Custom - Advantage	1	\$1,950.00	\$1,950.00
Unit 4 Kindergarten: Entomology	Kindergarten Unit 4: Research Lab Entomology Custom - Advantage	1	\$2,100.00	\$2,100.00
			Subtotal	\$4,050.00

Assessment and Instruction				
Heading	Product	Quantity	Price	Total
IRLA/ENIL Toolkits for Small Group Instruction	IRLA Foundational Skills Toolkit 1 Green V11 Advantage (1)	1	\$525.00	\$525.00
IRLA/ENIL Toolkits for Small Group Instruction	IRLA Foundational Skills Toolkit 2 Green V11 Advantage (1)	1	\$600.00	\$600.00
			Subtotal	\$1,125.00

Digital Literacy Platform				
Heading	Product	Quantity	Price	Total
ARC Core Digital Support: Unit 1 Literacy Lab	Unit 1 Kindergarten eBundle: ARC Core Literacy Lab (School Year 2023/2024) Advantage	1	\$500.00	\$500.00
ARC Core Digital Support: Unit 2 Kindergarten Lab	Unit 2 Kindergarten eBundle: Research Lab Zoology (School Year 2023/2024) Advantage	1	\$500.00	\$500.00

ARC Core Digital Support: Unit 3 Kindergarten Lab	Unit 3 Kindergarten eBundle: Research Lab Ecology (School Year 2023/2024)	1	\$500.00	\$500.00
	Advantage			
ARC Core Digital Support: Unit 4 Kindergarten Lab	Unit 4 Kindergarten eBundle: Research Lab Entomology (School Year 2023/2024)	1	\$500.00	\$500.00
	Advantage			
			Subtotal	\$2,000.00

Classroom Libraries				
Heading	Product	Quantity	Price	Total
Leveled Classroom Libraries	Classroom Library Elementary 8 Basket Collection Special Education Middle School	1	\$2,040.00	\$2,040.00
	Advantage			
Leveled Classroom Libraries	Elementary Individual Basket 1B English	1	\$255.00	\$255.00
	Advantage (1)			
Leveled Classroom Libraries	Elementary Individual Basket 1G English	1	\$255.00	\$255.00
	Advantage (1)			
Leveled Classroom Libraries	Elementary Individual Basket 2B English	1	\$255.00	\$255.00
	Advantage (1)			
Leveled Classroom Libraries	Elementary Individual Basket 2G English	1	\$255.00	\$255.00
	Advantage (1)			
Leveled Classroom Libraries	Elementary Individual Basket Y English	1	\$255.00	\$255.00
	Advantage (1)			

Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School BK	1	\$220.00	\$220.00
	Advantage			
Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School OR	1	\$220.00	\$220.00
	Advantage			
Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School PU	1	\$260.00	\$260.00
	Advantage			
Thematic Text Sets	Genre Studies Realistic Fiction Grades Middle School WT	1	\$220.00	\$220.00
	Advantage			
Thematic Text Sets	Genre Studies Teen Issues Grades Middle School (Nonfiction)	1	\$260.00	\$260.00
	Advantage			
Thematic Text Sets	SS Civil Rights Era Bk	1	\$220.00	\$220.00
	Advantage			
Thematic Text Sets	SS Civil Rights Era Br	1	\$260.00	\$260.00
	Advantage			
Thematic Text Sets	SS Civil Rights Era Or (A)	1	\$220.00	\$220.00
	Advantage			
Thematic Text Sets	SS Civil Rights Era Pu	1	\$260.00	\$260.00
	Advantage			

Thematic Text Sets	SS Civil Rights Era Wt Advantage	1	\$220.00	\$220.00
Thematic Text Sets	SS Human Body 1R-Wt Advantage	1	\$220.00	\$220.00
Thematic Text Sets	SS Human Body Bk Advantage	1	\$220.00	\$220.00
Thematic Text Sets	SS Human Body Br Advantage	1	\$260.00	\$260.00
Thematic Text Sets	SS Human Body Or Advantage	1	\$220.00	\$220.00
Thematic Text Sets	SS Human Body Pu Advantage	1	\$260.00	\$260.00
			Subtotal	\$6,855.00

Custom Products				
Heading	Product	Quantity	Price	Total
Custom Products	Custom - Digital Advantage Gr 6-8 Unit 3 eBundles	1	\$500.00	\$500.00
Custom Products	Custom - Digital Advantage Gr 6-8 Unit 2 eBundles	1	\$500.00	\$500.00

Custom Products	Custom - Digital Advantage Gr 6-8 Unit 1 eBundles	1	\$500.00	\$500.00
Custom Products	Custom - Digital Advantage Gr 3-5 Unit 4 eBundles	1	\$500.00	\$500.00
Custom Products	Custom - Digital Advantage Gr 3-5 Unit 3 eBundles	1	\$500.00	\$500.00
Custom Products	Custom - Digital Advantage Gr 3-5 Unit 2 eBundles	1	\$500.00	\$500.00
Custom Products	Custom - Digital Advantage Gr 3-5 Unit 1 eBundles	1	\$500.00	\$500.00
Custom Products	Custom - Digital Advantage Gr 6-8 Unit 4 eBundles	1	\$500.00	\$500.00
Custom Products	Custom - Research Lab Module English (Temporary Part Number) Grade 3 Read Aloud B Collection101ARCLL03B-RA Advantage	1	\$55.00	\$55.00
Custom Products	Custom - Thematic Collection English (Temporary Part Number) Grade 3 Read Aloud A Collection 101ARCLL03A-RA-V2 Advantage	1	\$55.00	\$55.00
			Subtotal	\$4,110.00

Instructional Frameworks				
Heading	Product	Quantity	Price	Total

Instructional Frameworks	Unit 1 Grades 6-8: ARC Literacy Lab Framework (Version 11)	1	\$150.00	\$150.00
	Advantage			
Instructional Frameworks	Unit 2 Grades 6-8: Research Lab Informational Framework - Human Body (Version 11)	1	\$150.00	\$150.00
	Advantage			
Instructional Frameworks	Unit 3 Grades 6-8: Literature Genre Lab Framework - Realistic Contemporary Fiction (Version 11)	1	\$150.00	\$150.00
	Advantage			
Instructional Frameworks	Unit 4 Grades 6-8: Research Lab Argument Framework - Civil Rights Era (Version 11)	1	\$150.00	\$150.00
	Advantage			
			Subtotal	\$600.00

Heading	Product	Quantity	Price	Total
	ARC Literacy Lab Grade 3 A Core Text (5 Copies)	3	\$55.00	\$165.00
	Advantage (15)			
	ARC Literacy Lab Grade 3 B Core Text (5 Copies)	3	\$55.00	\$165.00
	Advantage (15)			
	Unit 2 Grade 4 (C10): Research Lab Informational Animal Adaptations	1	\$1,500.00	\$1,500.00
	Custom Advantage			
	Unit 3 Grade 4 (C10): Literature Genre Lab American Historical Fiction (+ American History)	1	\$1,500.00	\$1,500.00
	Advantage			

Unit 4 Grade 4 (C10): Research Lab Argument US States	1	\$1,500.00	\$1,500.00
Advantage			

Subtotal **\$4,830.00**

TOTAL: \$32,450.00

Webb Elementary School

Hazel Park School District

Webb - ARC Core SY 23/24 - Self Contained

07/26/2023

Proposal Number: 239176

Submitted To: -

FERNDALE, MI 48220

PRICING SUMMARY	
Materials	\$11,840.00
Grand Total	\$11,840.00

Please note: Prices are valid 90 days from date of proposal

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_____ Signature	_____ Date
_____ Title	_____ Approved Amount: \$

Unit 2 ARC Core Informational Research Lab Modules

Heading	Product	Quantity	Price	Total
Unit 2 Kindergarten: Zoology	Kindergarten Unit 2: Research Lab Zoology Custom - Webb	1	\$2,100.00	\$2,100.00
			Subtotal	\$2,100.00

Unit 3 ARC Core Literature Genre Lab Modules

Heading	Product	Quantity	Price	Total
Unit 3 Kindergarten: Ecology	Kindergarten Unit 3: Research Lab Ecology Custom -Webb	1	\$2,100.00	\$2,100.00
			Subtotal	\$2,100.00

Unit 4 ARC Core Argument Research Lab Modules

Heading	Product	Quantity	Price	Total
Unit 4 Kindergarten: Entomology	Kindergarten Unit 4: Research Lab Entomology Custom - Webb	1	\$2,100.00	\$2,100.00
			Subtotal	\$2,100.00

Custom Products

Heading	Product	Quantity	Price	Total
Custom Products	Custom - Research Lab Module English (Temporary Part Number) Grade 3 Read Aloud B Collection 101ARCLL03B-RA Webb	1	\$55.00	\$55.00
Custom Products	Custom - Thematic Collection English (Temporary Part Number) Grade 3 Read Aloud A Collection 101ARCLL03A-RA-V2 Webb	1	\$55.00	\$55.00

Subtotal **\$110.00**

Instructional Frameworks				
Heading	Product	Quantity	Price	Total
Instructional Frameworks	Unit 1 Kindergarten: ARC Literacy Lab Framework (Version 11) Webb	1	\$150.00	\$150.00
Instructional Frameworks	Unit 2 Kindergarten: Zoology (Version 11) Webb	1	\$150.00	\$150.00
Instructional Frameworks	Unit 3 Kindergarten: Ecology (Version 11) Webb	1	\$150.00	\$150.00
Instructional Frameworks	Unit 4 Kindergarten: Entomology (Version 11) Webb	1	\$150.00	\$150.00
			Subtotal	\$600.00

Heading	Product	Quantity	Price	Total
	ARC Literacy Lab Grade 3 A Core Text (5 Copies) Webb (15)	3	\$55.00	\$165.00
	ARC Literacy Lab Grade 3 B Core Text (5 Copies) Webb (15)	3	\$55.00	\$165.00
	Unit 2 Grade 4 (C10): Research Lab Informational Animal Adaptations Custom Webb	1	\$1,500.00	\$1,500.00

Unit 3 Grade 4 (C10): Literature Genre Lab American Historical Fiction (+ American History)	1	\$1,500.00	\$1,500.00
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Webb

Unit 4 Grade 4 (C10): Research Lab Argument US States	1	\$1,500.00	\$1,500.00
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Webb

Subtotal			\$4,830.00
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TOTAL: \$11,840.00

Edison

Hazel Park School District

Edison ARC Core SY 23/24 Self Contained

07/26/2023

Proposal Number: 239182

Submitted To: -

FERNDAL, MI 48220

PRICING SUMMARY	
Materials	\$16,080.00
Digital Literacy Platform	\$6,000.00
Grand Total	\$22,080.00

Please note: Prices are valid 90 days from date of proposal

Prices and Fulfillment

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Professional Development

American Reading Company limits all workshops to a maximum of 25 participants (20 teachers and 5 support staff). If more than 25 people attend the workshop, you agree to pay \$350 for each additional participant. Professional development training cannot be cancelled or changed within 15 days of the event date, or you will be billed for the event.

American Reading Company reserves the right to convert in person professional development, upon consultation with the customer, to a combination of virtual professional development, physical materials, and/or digital materials when necessary to ensure the health and safety of its employees and customers.

ARC reserves the right to charge a temporary inflation surcharge of up to \$300 per day for any remaining, as yet undelivered, in-person PD.

Recording of Professional Development sessions

American Reading Company retains proprietary rights to its professional development, both in person and virtual; therefore, recording of professional development is prohibited. ARC reserves the right to maintain distribution of its professional development services.

All [ARC Terms and Conditions](#) apply regardless of any additional terms that you may provide with your purchase.

Signature

Date

Title

Approved Amount: \$

Unit 1 ARC Core Literacy Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 1 Grade 6: ARC Literacy Lab Modules	ARC Literacy Lab Grade 6 Core Text - Fiction Only (5 Copies)	2	\$65.00	\$130.00
	Edison (10)			
Unit 1 Grade 6: ARC Literacy Lab Modules	ARC Literacy Lab Grade 6 Core Text - Nonfiction Only (5 Copies)	2	\$65.00	\$130.00
	Edison (10)			
			Subtotal	\$260.00

Unit 2 ARC Core Informational Research Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 2 Grade 6: Human Body	Unit 2 Grade 6: Research Lab Informational Human Body	1	\$1,950.00	\$1,950.00
	Custom - Edison			
			Subtotal	\$1,950.00

Unit 3 ARC Core Literature Genre Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 3 Grade 6: Realistic Contemporary Fiction (+ Teen Issues)	Unit 3 Grade 6: Literature Genre Lab Realistic Contemporary Fiction (+ Teen Issues)	1	\$1,950.00	\$1,950.00
	Custom - Edison			
			Subtotal	\$1,950.00

Unit 4 ARC Core Argument Research Lab Modules				
Heading	Product	Quantity	Price	Total
Unit 4 Grade 6: Civil Rights Era	Unit 4 Grade 6: Research Lab Argument Civil Rights Era	1	\$1,950.00	\$1,950.00
	Custom -Edison			

Subtotal **\$1,950.00**

Digital Literacy Platform

Heading	Product	Quantity	Price	Total
ARC Core Digital Support: Unit 1 Literacy Lab	Unit 1 Grade 2 eBundle: ARC Core Literacy Lab (School Year 2023/2024) Edison	1	\$500.00	\$500.00
ARC Core Digital Support: Unit 2 Informational Research Lab	Unit 2 Grade 2 eBundle: Research Lab Informational Bugs in Their Ecosystems (School Year 2023/2024) Edison	1	\$500.00	\$500.00
ARC Core Digital Support: Unit 3 Literacy Genre Lab	Unit 3 Grade 2 eBundle: Literature Genre Lab Animal Stories (+ Animals) (School Year 2023/2024) Edison	1	\$500.00	\$500.00
ARC Core Digital Support: Unit 4 Argument Research Lab	Unit 4 Grade 2 eBundle: Research Lab Argument Jobs in my Community (School Year 2023/2024) Edison	1	\$500.00	\$500.00
			Subtotal	\$2,000.00

Classroom Libraries

Heading	Product	Quantity	Price	Total
Leveled Classroom Libraries	Varsity Individual Basket Br English Edison	1	\$265.00	\$265.00
Leveled Classroom Libraries	Varsity Individual Basket Pu English Edison	1	\$265.00	\$265.00
			Subtotal	\$530.00

Custom Products

Heading	Product	Quantity	Price	Total
Custom Products	Core Text (Or and Below) (5 Copies) - Specify Theme and Grade; English or Spanish (Temporary Part Number)	2	\$55.00	\$110.00
	Custom - Grade 2 Mammals (Edison)			
Custom Products	Custom - Digital	1	\$500.00	\$500.00
	Edison Gr 6-8 Unit 3 eBundles			
Custom Products	Custom - Digital	1	\$500.00	\$500.00
	Edison Gr 6-8 Unit 2 eBundles			
Custom Products	Custom - Digital	1	\$500.00	\$500.00
	Edison Gr 6-8 Unit 1 eBundles			
Custom Products	Custom - Digital	1	\$500.00	\$500.00
	Edison Gr 3-5 Unit 4 eBundles			
Custom Products	Custom - Digital	1	\$500.00	\$500.00
	Edison Gr 3-5 Unit 3 eBundles			
Custom Products	Custom - Digital	1	\$500.00	\$500.00
	Edison Gr 3-5 Unit 2 eBundles			
Custom Products	Custom - Digital	1	\$500.00	\$500.00
	Edison Gr 3-5 Unit 1 eBundles			
Custom Products	Custom - Digital	1	\$500.00	\$500.00
	Edison Gr 6-8 Unit 4 eBundles			

Custom Products	Custom - Research Lab Module English (Temporary Part Number)	1	\$55.00	\$55.00
	Grade 3 Read Aloud B Collection 101ARCLL03B-RA Edison			
Custom Products	Custom - Thematic Collection English (Temporary Part Number)	1	\$55.00	\$55.00
	Grade 3 Read Aloud A Collection 101ARCLL03A-RA-V2 Edison,			
			Subtotal	\$4,220.00

Heading	Product	Quantity	Price	Total
	ARC Literacy Lab Grade 3 A Core Text (5 Copies)	2	\$55.00	\$110.00
	Edison (10)			
	ARC Literacy Lab Grade 3 B Core Text (5 Copies)	2	\$55.00	\$110.00
	Edison (10)			
	Unit 2 Grade 2 (C10): Research Lab Informational Bugs in Their Ecosystems	1	\$1,500.00	\$1,500.00
	Edi: Custom Core Text/Read Alouds/Basket Spectrum			
	Unit 2 Grade 4 (C10): Research Lab Informational Animal Adaptations	1	\$1,500.00	\$1,500.00
	Custom Edison			
	Unit 3 Grade 2 (C10): Literature Genre Lab Animal Stories (+ Animals)	1	\$1,500.00	\$1,500.00
	Edi: Custom Core Text/Read Alouds/Basket Spectrum			
	Unit 3 Grade 4 (C10): Literature Genre Lab American Historical Fiction (+ American History)	1	\$1,500.00	\$1,500.00
	Edison			

Unit 4 Grade 2 (C10): Research Lab Argument Jobs in my Community	1	\$1,500.00	\$1,500.00
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Edi: Custom Core Text/Read Alouds/Basket
Spectrum

Unit 4 Grade 4 (C10): Research Lab Argument US States	1	\$1,500.00	\$1,500.00
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Edison

Subtotal	\$9,220.00
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TOTAL: \$22,080.00



**HAZEL PARK
SCHOOLS**

PURCHASE ORDER NO.
P2400024
To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.

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V 101104
E AMERICAN READING COMPANY INC
N 480 NORRISTOWN ROAD
D BLUE BELL, PA 19422
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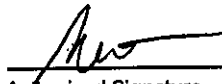
CURRICULUM INSTRUCTION LEARNING
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

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ATTN: ACCOUNTS PAYABLE
Hazel Park Schools
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

PO Date 08/01/2023		Reference #		Date Required		Requisition Number R2400050		Board Approved Date	
ITEM	QUANTITY	UNIT	DESCRIPTION			UNIT PRICE	EXTENDED PRICE		
0001	1	EACH	American Reading Company Secondary Toolkits.			\$5,000.00	\$5,000.00		
						Net:	\$5,000.00		
						TOTAL	\$5,000.00		

NOTE: The terms and conditions on the reverse side of the last page apply to this order.


Authorized Signature
08/01/2023
Date

For questions on this purchase order please call Purchasing at 248.658.5215

Purchase Order Terms and Conditions

1. ACCEPTANCE: This Purchase Order is an offer by Buyer to Seller to enter into the Purchase Order it describes, and it shall be the complete and exclusive statement of such Purchase Order. Seller's shipment of goods or provision of services in response to this order shall constitute acceptance of the terms and conditions set out herein, notwithstanding any additional or different conditions contained in any acknowledgement form submitted by Seller.

2. MODIFICATIONS: Modifications proposed by Seller are not part of the agreement unless approved in writing by an authorized representative of the Purchasing department.

3. INCORPORATION BY REFERENCE: If Buyer issued a Request for Proposal/Invitation to Bid relative to the Goods or provision of services covered by this Purchase Order, the Request for Proposal/Invitation to Bid is hereby incorporated into this Purchase Order by reference. In the event of a conflict between the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, the Request for Proposal/Invitation to Bid shall take precedence. However, the parties also acknowledge that where there is not a conflict between any of the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, all of the terms and conditions shall be binding upon both parties, except to the extent the exceptions contained in the Seller's proposal/bid are not expressly accepted by the Buyer in writing and incorporated into this order.

4. SHIPPING and MARKINGS: All material shall be suitably packed, marked, and shipped in accordance with the requirements of common carriers in a manner to secure lowest transportation cost and no additional charge shall be made to the Buyer unless otherwise stated on the face of the Purchase Order. Do not combine Purchase Orders in one carton; each Purchase Order must be packaged separately. All packages should be clearly marked with the Purchase Order number.

5. PLACE OF DELIVERY: The place of delivery shall be that set forth on this Purchase Order. Any modifications shall be subject to the requirements indicated in Section 2.

6. FREIGHT ON BOARD (FOB): All materials are sold FOB Buyer's Destination.

7. TITLE and RISK OF LOSS: The title and risk of loss shall not pass to Buyer until Buyer receives and takes possession of the goods at the point(s) of delivery.

8. PACKING SLIPS | BILL OF LADINGS: Seller shall include itemized packing slips and a straight bill of lading from the carrier and both documents shall reference this Purchase Order number and location of the delivery destination.

9. PRICE: This order shall not be filled at prices higher than specified on this Purchase Order. Any change in price must be accepted and modified in accordance with the requirements indicated in Section 2.

10. INVOICES: Seller shall include this Purchase Order number and the delivery destination on each invoice. Billings for partial deliveries must be so indicated.

11. PAYMENT: Payment will be made within 30 days after receipt of an invoice for materials, upon inspection, or satisfactory performance of services. Seller shall maintain all records and documentation regarding payment for at least three (3) years following the date of final payment.

12. INSPECTION: Payment for the goods or services furnished hereunder shall not constitute acceptance. All goods are subject to Buyer's inspection. If any of the materials are found at any time to be defective in material or workmanship, or otherwise not in conformity with the requirements of this order, Buyer, in addition to any other rights which it may have under warranties or otherwise, shall have the right to reject or return such goods at Seller's expense. If such materials may be corrected by Buyer, Buyer shall consult with Seller on the method of correction. Seller shall reimburse Buyer for reasonable expenses resulting from correction or rejection of materials.

13. WARRANTY and INDEMNITY: Seller warrants that all Goods and services covered by this Purchase Order will: a) conform to the specifications, drawings, written instructions, samples, or descriptions furnished to or by Buyer; b) be of good quality and workmanship; c) be free of defects in design (unless Buyer provided the design), materials and workmanship; d) be merchantable; e) be fit for particular purposes applicable to the design, function or use of the Goods. Seller acknowledges that Seller knows of Buyer's intended use and expressly warrants that all Goods covered by this Purchase Order which may have been selected, designed, manufactured or assembled by Seller, based upon Buyer's stated use, will be fit and sufficient for the particular purposes intended by Buyer. Seller shall immediately notify Buyer of any errors in specifications or drawings provided by Buyer which are patent or which are otherwise known to or should have been discovered by Seller. Notwithstanding Buyer's inspection provided in Section 12, Seller shall indemnify, defend and hold Buyer harmless from any damages to property or personal injuries resulting from or reasonably attributable to any defects in supplies or services provided by Seller.

14. INFRINGEMENTS: Seller agrees to protect, hold, and save harmless Buyer against any and all claims for patent, trademark, copyright, or franchising infringement arising from the purchase, installation or use of material ordered on this Purchase Order, and to assume all expense and damage arising from such claims.

15. ASSIGNMENT: Seller shall not, in any manner, delegate its duty of performance or assign its rights or obligations without the prior written consent of the Buyer.

16. EXCUSABLE DELAYS: Neither Buyer nor Seller shall be liable for a failure to perform that arises from causes or events beyond its reasonable control and without its fault or negligence. In the event of a delay in performance, Buyer, at its option, may accept delayed delivery of supplies from Seller or cancel this Purchase Order without obligation to Seller.

17. TERMINATION RIGHTS: Buyer may terminate this Purchase Order with or without cause upon thirty (30) days prior written notice to the Seller, if materials have not shipped. The term "Cause" shall mean: the failure by the Seller to comply with any of the material terms of this Purchase Order after being given written notice of such

failure by Buyer and the failure to cure such condition, and provide a written response to Buyer detailing how it was cured and what steps are being taken to prevent the failure from occurring again, within fourteen (14) days after receipt of such notice. Seller will be paid only that amount which has been incurred for work completed up to the date of termination. Seller will not be eligible for any anticipatory profits or fees for future work beyond the termination date. All notices must comply with Section 22.

18. SALES, USE and FEDERAL EXCISE TAX: Buyer is an exempt institution in respect of such taxes and intends to use or consume supplies to this Purchase Order in its operations. Seller shall not include in its price, nor otherwise charge to Buyer, federal excise taxes or state or local sales or use taxes on the supplies of this Purchase Order.

19. MATERIAL SAFETY DATASHEETS: It is the Seller's responsibility to comply with the Michigan Right to Know/Hazardous Material Law and all applicable environmental laws. All hazardous chemicals supplied on this order shall be properly labeled and must be accompanied with a Material Safety Data Sheet.

20. NON-DISCRIMINATION: Seller hereby agrees to comply with all applicable federal, state and municipal equal opportunity and nondiscrimination guidelines, regulations and executive orders, and covenants that neither the Seller nor any subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment, or in a manner directly or indirectly related to employment, because of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to limitations of applicable law), age, or disability in its programs, services, activities or employment. Failure on the part of the Seller to comply with said guidelines and regulations shall, upon reasonable notice, constitute grounds to revoke and otherwise terminate the Purchase Order and all obligations of the Buyer.

21. GOVERNMENT REGULATION: In furnishing the materials or services covered by this Purchase Order, Seller agrees to comply with the provisions of all applicable federal, state and local laws, rules, regulations, ordinances and orders.

22. NOTICES: All notices under the Purchase Order shall be deemed to be adequate and sufficient notice if given in writing and received via a) registered or certified mail; b) a recognized overnight air courier; or c) personal hand delivery. All notices shall be sent to the Purchasing department.

23. GOVERNING LAW; VENUE: This contract shall be constructed and enforced in accordance with Michigan law. Each party hereby submits to the jurisdiction of the State and Federal courts located in the State of Michigan, over any action proceeding to enforce or defend any matter arising from or related to this Purchase Order, and Seller agrees not to institute and such legal action or proceeding in any other court.

24. AUDIT: The Seller shall provide the Buyer and other applicable governmental agencies reasonable access to any books, records, documents or papers of the Seller which are directly pertinent to the Purchase Order for purpose of making audit, examination, excerpts and transcriptions.

25. REPORTING | DOCUMENTATION: The Seller shall provide all reasonably necessary reporting and documentation to permit the Buyer to comply with applicable laws.

26. CONFIDENTIAL DATA: The Seller agrees that it will never at any time, directly or indirectly use or disclose any Confidential Information of the Buyer without the written consent of the Buyer. All records, forms and supplies or any reproduced copies provided and furnished by the Buyer to the Seller shall always remain the property of the Buyer and shall be returned on demand, or upon termination of this Purchase Order. Further, any information obtained by Seller, or any reports prepared or supplied (including information contained therein) to the Buyer under the performance of the Purchase Order shall not be directly or indirectly disclosed by Seller without the express written permission of Buyer.

27. BUYER'S REMEDIES: Upon the occurrence of an event of default by Seller, Buyer shall: (a) have all rights and remedies afforded by Article 2 of the Michigan Uniform Commercial Code; (b) be entitled to reduce quantities under this Purchase Order to the extent Buyer rejects Goods as nonconforming; (c) have the right to cancel all or any part of this Purchase Order, without liability to Seller; (d) be entitled to collect from Seller all of its damages, costs and expenses associated with Seller's breach, including incidental and consequential damages, court costs and attorney's fees. All rights and remedies reserved to Buyer under this Purchase Order are cumulative in addition to all other or further remedies provided in law or equity and in addition to all remedies provided for in the Supply Agreement. Buyer's payment for or acceptance of any Goods under this Purchase Order shall not discharge Seller from its obligations. Nonconforming Goods shall not be replaced without Buyer's written permission. Nonconforming Goods will be held by Buyer for disposition in accordance with Seller's instructions at Seller's risk. Seller's failure to provide written instructions within ten (10) days, or such shorter period as may be commercially reasonable under the circumstances, after notice of nonconformity, shall entitle Buyer, at Buyer's option, to charge Seller for storage and handling, or to dispose of the Goods, without liability to Seller. Payment for nonconforming Goods shall not constitute an acceptance of such Goods, limit or impair Buyer's right to assert any legal or equitable remedy, or relieve Seller's responsibility for latent defects.

28. INSURANCE: Seller shall at all times carry and maintain insurance coverage in reasonable amounts covering workers compensation, comprehensive general liability (including products/completed operations and blanket contractual liability), and automobile liability. Seller shall fully insure any and all property of Buyer which is in Seller's possession (including work-in-process for which Buyer has paid, whether or not title has passed) against loss or damage to the extent of its insurable value, without deductible, at Seller's cost, and to designate Buyer as the loss payee. Seller shall provide evidence of such coverage to Buyer upon request. Seller shall provide Buyer with not less than 30 days advance written notice of any threatened or proposed reduction or termination of insurance coverage by those persons providing insurance to Seller.



**HAZEL PARK
SCHOOLS**

PURCHASE ORDER NO.
P2400053
To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.

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V 101104
E AMERICAN READING COMPANY INC
N 480 NORRISTOWN ROAD
D BLUE BELL, PA 19422
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H CURRICULUM INSTRUCTION LEARNING
I 1620 EAST ELZA AVE
P HAZEL PARK, MI 48030
T
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B ATTN: ACCOUNTS PAYABLE
I Hazel Park Schools
L 1620 EAST ELZA AVE
L HAZEL PARK, MI 48030
T
O

***** PRICING PER QUOTE *****

PO Date 08/01/2023		Reference #		Date Required	Requisition Number R2400061	Board Approved Date
ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	
0001	1	EACH	PROPOSAL NUMBER 239182 EDISON SCHOOL EDISON ARC CORE SY 23/24 - SELF CONTAINED	\$22,080.00	\$22,080.00	
					Net:	\$22,080.00
					TOTAL	\$22,080.00

NOTE: The terms and conditions on the reverse side of the last page apply to this order.

AW
Authorized Signature 08/01/2023
Date

For questions on this purchase order please call Purchasing at 248.658.5215

Purchase Order Terms and Conditions

1. ACCEPTANCE: This Purchase Order is an offer by Buyer to Seller to enter into the Purchase Order it describes, and it shall be the complete and exclusive statement of such Purchase Order. Seller's shipment of goods or provision of services in response to this order shall constitute acceptance of the terms and conditions set out herein, notwithstanding any additional or different conditions contained in any acknowledgement form submitted by Seller.

2. MODIFICATIONS: Modifications proposed by Seller are not part of the agreement unless approved in writing by an authorized representative of the Purchasing department.

3. INCORPORATION BY REFERENCE: If Buyer issued a Request for Proposal/Invitation to Bid relative to the Goods or provision of services covered by this Purchase Order, the Request for Proposal/Invitation to Bid is hereby incorporated into this Purchase Order by reference. In the event of a conflict between the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, the Request for Proposal/Invitation to Bid shall take precedence. However, the parties also acknowledge that where there is not a conflict between any of the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, all of the terms and conditions shall be binding upon both parties, except to the extent the exceptions contained in the Seller's proposal/bid are not expressly accepted by the Buyer in writing and incorporated into this order.

4. SHIPPING and MARKINGS: All material shall be suitably packed, marked, and shipped in accordance with the requirements of common carriers in a manner to secure lowest transportation cost and no additional charge shall be made to the Buyer unless otherwise stated on the face of the Purchase Order. Do not combine Purchase Orders in one carton; each Purchase Order must be packaged separately. All packages should be clearly marked with the Purchase Order number.

5. PLACE OF DELIVERY: The place of delivery shall be that set forth on this Purchase Order. Any modifications shall be subject to the requirements indicated in Section 2.

6. FREIGHT ON BOARD (FOB): All materials are sold FOB Buyer's Destination.

7. TITLE and RISK OF LOSS: The title and risk of loss shall not pass to Buyer until Buyer receives and takes possession of the goods at the point(s) of delivery.

8. PACKING SLIPS | BILL OF LADINGS: Seller shall include itemized packing slips and a straight bill of lading from the carrier and both documents shall reference this Purchase Order number and location of the delivery destination.

9. PRICE: This order shall not be filled at prices higher than specified on this Purchase Order. Any change in price must be accepted and modified in accordance with the requirements indicated in Section 2.

10. INVOICES: Seller shall include this Purchase Order number and the delivery destination on each invoice. Billings for partial deliveries must be so indicated.

11. PAYMENT: Payment will be made within 30 days after receipt of an invoice for materials, upon inspection, or satisfactory performance of services. Seller shall maintain all records and documentation regarding payment for at least three (3) years following the date of final payment.

12. INSPECTION: Payment for the goods or services furnished hereunder shall not constitute acceptance. All goods are subject to Buyer's inspection. If any of the materials are found at any time to be defective in material or workmanship, or otherwise not in conformity with the requirements of this order, Buyer, in addition to any other rights which it may have under warranties or otherwise, shall have the right to reject or return such goods at Seller's expense. If such materials may be corrected by Buyer, Buyer shall consult with Seller on the method of correction. Seller shall reimburse Buyer for reasonable expenses resulting from correction or rejection of materials.

13. WARRANTY and INDEMNITY: Seller warrants that all Goods and services covered by this Purchase Order will: a) conform to the specifications, drawings, written instructions, samples, or descriptions furnished to or by Buyer; b) be of good quality and workmanship; c) be free of defects in design (unless Buyer provided the design), materials and workmanship; d) be merchantable; e) be fit for particular purposes applicable to the design, function or use of the Goods. Seller acknowledges that Seller knows of Buyer's intended use and expressly warrants that all Goods covered by this Purchase Order which may have been selected, designed, manufactured or assembled by Seller, based upon Buyer's stated use, will be fit and sufficient for the particular purposes intended by Buyer. Seller shall immediately notify Buyer of any errors in specifications or drawings provided by Buyer which are patent or which are otherwise known to or should have been discovered by Seller. Notwithstanding Buyer's inspection provided in Section 12, Seller shall indemnify, defend and hold Buyer harmless from any damages to property or personal injuries resulting from or reasonably attributable to any defects in supplies or services provided by Seller.

14. INFRINGEMENTS: Seller agrees to protect, hold, and save harmless Buyer against any and all claims for patent, trademark, copyright, or franchising infringement arising from the purchase, installation or use of material ordered on this Purchase Order, and to assume all expense and damage arising from such claims.

15. ASSIGNMENT: Seller shall not, in any manner, delegate its duty of performance or assign its rights or obligations without the prior written consent of the Buyer.

16. EXCUSABLE DELAYS: Neither Buyer nor Seller shall be liable for a failure to perform that arises from causes or events beyond its reasonable control and without its fault or negligence. In the event of a delay in performance, Buyer, at its option, may accept delayed delivery of supplies from Seller or cancel this Purchase Order without obligation to Seller.

17. TERMINATION RIGHTS: Buyer may terminate this Purchase Order with or without cause upon thirty (30) days prior written notice to the Seller, if materials have not shipped. The term "Cause" shall mean: the failure by the Seller to comply with any of the material terms of this Purchase Order after being given written notice of such

failure by Buyer and the failure to cure such condition, and provide a written response to Buyer detailing how it was cured and what steps are being taken to prevent the failure from occurring again, within fourteen (14) days after receipt of such notice. Seller will be paid only that amount which has been incurred for work completed up to the date of termination. Seller will not be eligible for any anticipatory profits or fees for future work beyond the termination date. All notices must comply with Section 22.

18. SALES, USE and FEDERAL EXCISE TAX: Buyer is an exempt institution in respect of such taxes and intends to use or consume supplies to this Purchase Order in its operations.

Seller shall not include in its price, nor otherwise charge to Buyer, federal excise taxes or state or local sales or use taxes on the supplies of this Purchase Order.

19. MATERIAL SAFETY DATASHEETS: It is the Seller's responsibility to comply with the Michigan Right to Know/Hazardous Material Law and all applicable environmental laws. All hazardous chemicals supplied on this order shall be properly labeled and must be accompanied with a Material Safety Data Sheet.

20. NON-DISCRIMINATION: Seller hereby agrees to comply with all applicable federal, state and municipal equal opportunity and nondiscrimination guidelines, regulations and executive orders, and covenants that neither the Seller nor any subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment, or in a manner directly or indirectly related to employment, because of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to limitations of applicable law), age, or disability in its programs, services, activities or employment. Failure on the part of the Seller to comply with said guidelines and regulations shall, upon reasonable notice, constitute grounds to revoke and otherwise terminate the Purchase Order and all obligations of the Buyer.

21. GOVERNMENT REGULATION: In furnishing the materials or services covered by this Purchase Order, Seller agrees to comply with the provisions of all applicable federal, state and local laws, rules, regulations, ordinances and orders.

22. NOTICES: All notices under the Purchase Order shall be deemed to be adequate and sufficient notice if given in writing and received via a) registered or certified mail; b) a recognized overnight air courier; or c) personal hand delivery. All notices shall be sent to the Purchasing department.

23. GOVERNING LAW; VENUE: This contract shall be constructed and enforced in accordance with Michigan law. Each party hereby submits to the jurisdiction of the State and Federal courts located in the State of Michigan, over any action proceeding to enforce or defend any matter arising from or related to this Purchase Order, and Seller agrees not to institute and such legal action or proceeding in any other court.

24. AUDIT: The Seller shall provide the Buyer and other applicable governmental agencies reasonable access to any books, records, documents or papers of the Seller which are directly pertinent to the Purchase Order for purpose of making audit, examination, excerpts and transcriptions.

25. REPORTING | DOCUMENTATION: The Seller shall provide all reasonably necessary reporting and documentation to permit the Buyer to comply with applicable laws.

26. CONFIDENTIAL DATA: The Seller agrees that it will never at any time, directly or indirectly use or disclose any Confidential Information of the Buyer without the written consent of the Buyer. All records, forms and supplies or any reproduced copies provided and furnished by the Buyer to the Seller shall always remain the property of the Buyer and shall be returned on demand, or upon termination of this Purchase Order. Further, any information obtained by Seller, or any reports prepared or supplied (including information contained therein) to the Buyer under the performance of the Purchase Order shall not be directly or indirectly disclosed by Seller without the express written permission of Buyer.

27. BUYER'S REMEDIES: Upon the occurrence of an event of default by Seller, Buyer shall: (a) have all rights and remedies afforded by Article 2 of the Michigan Uniform Commercial Code; (b) be entitled to reduce quantities under this Purchase Order to the extent Buyer rejects Goods as nonconforming; (c) have the right to cancel all or any part of this Purchase Order, without liability to Seller; (d) be entitled to collect from Seller all of its damages, costs and expenses associated with Seller's breach, including incidental and consequential damages, court costs and attorney's fees. All rights and remedies reserved to Buyer under this Purchase Order are cumulative in addition to all other or further remedies provided in law or equity and in addition to all remedies provided for in the Supply Agreement. Buyer's payment for or acceptance of any Goods under this Purchase Order shall not discharge Seller from its obligations. Nonconforming Goods shall not be replaced without Buyer's written permission. Nonconforming Goods will be held by Buyer for disposition in accordance with Seller's instructions at Seller's risk. Seller's failure to provide written instructions within ten (10) days, or such shorter period as may be commercially reasonable under the circumstances, after notice of nonconformity, shall entitle Buyer, at Buyer's option, to charge Seller for storage and handling, or to dispose of the Goods, without liability to Seller. Payment for nonconforming Goods shall not constitute an acceptance of such Goods, limit or impair Buyer's right to assert any legal or equitable remedy, or relieve Seller's responsibility for latent defects.

28. INSURANCE: Seller shall at all times carry and maintain insurance coverage in reasonable amounts covering workers compensation, comprehensive general liability (including products/completed operations and blanket contractual liability), and automobile liability. Seller shall fully insure any and all property of Buyer which is Seller's possession (including work-in-process for which Buyer has paid, whether or not title has passed) against loss or damage to the extent of its insurable value, without deductible, at Seller's cost, and to designate Buyer as the loss payee. Seller shall provide evidence of such coverage to Buyer upon request. Seller shall provide Buyer with not less than 30 days advance written notice of any threatened or proposed reduction or termination of insurance coverage by those persons providing insurance to Seller.



**HAZEL PARK
SCHOOLS**

PURCHASE ORDER NO.
P2400054
To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.

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CURRICULUM INSTRUCTION LEARNING
1620 EAST ELZA AVE
HAZEL PARK, MI 48030


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ATTN: ACCOUNTS PAYABLE
Hazel Park Schools
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

***** PRICING PER QUOTE *****

PO Date 08/01/2023		Reference #		Date Required	Requisition Number R2400056	Board Approved Date
ITEM	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	
0001	1	EACH	PROPOSAL NUMBER 239180 ADVANTAGE ALTERNATIVE PROGRAM - ADVANTAGE ARC CORE SY 23/24 - SELF CONTAINED	\$32,450.00	\$32,450.00	
					Net:	\$32,450.00
					TOTAL	\$32,450.00

NOTE: The terms and conditions on the reverse side of the last page apply to this order.


Authorized Signature
08/01/2023
Date

For questions on this purchase order please call Purchasing at 248.658.5215

Purchase Order Terms and Conditions

1. ACCEPTANCE: This Purchase Order is an offer by Buyer to Seller to enter into the Purchase Order it describes, and it shall be the complete and exclusive statement of such Purchase Order. Seller's shipment of goods or provision of services in response to this order shall constitute acceptance of the terms and conditions set out herein, notwithstanding any additional or different conditions contained in any acknowledgement form submitted by Seller.

2. MODIFICATIONS: Modifications proposed by Seller are not part of the agreement unless approved in writing by an authorized representative of the Purchasing department.

3. INCORPORATION BY REFERENCE: If Buyer issued a Request for Proposal/Invitation to Bid relative to the Goods or provision of services covered by this Purchase Order, the Request for Proposal/Invitation to Bid is hereby incorporated into this Purchase Order by reference. In the event of a conflict between the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, the Request for Proposal/Invitation to Bid shall take precedence. However, the parties also acknowledge that where there is not a conflict between any of the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, all of the terms and conditions shall be binding upon both parties, except to the extent the exceptions contained in the Seller's proposal/bid are not expressly accepted by the Buyer in writing and incorporated into this order.

4. SHIPPING and MARKINGS: All material shall be suitably packed, marked, and shipped in accordance with the requirements of common carriers in a manner to secure lowest transportation cost and no additional charge shall be made to the Buyer unless otherwise stated on the face of the Purchase Order. Do not combine Purchase Orders in one carton; each Purchase Order must be packaged separately. All packages should be clearly marked with the Purchase Order number.

5. PLACE OF DELIVERY: The place of delivery shall be that set forth on this Purchase Order. Any modifications shall be subject to the requirements indicated in Section 2.

6. FREIGHT ON BOARD (FOB): All materials are sold FOB Buyer's Destination.

7. TITLE and RISK OF LOSS: The title and risk of loss shall not pass to Buyer until Buyer receives and takes possession of the goods at the point(s) of delivery.

8. PACKING SLIPS | BILL OF LADINGS: Seller shall include itemized packing slips and a straight bill of lading from the carrier and both documents shall reference this Purchase Order number and location of the delivery destination.

9. PRICE: This order shall not be filled at prices higher than specified on this Purchase Order. Any change in price must be accepted and modified in accordance with the requirements indicated in Section 2.

10. INVOICES: Seller shall include this Purchase Order number and the delivery destination on each invoice. Billings for partial deliveries must be so indicated.

11. PAYMENT: Payment will be made within 30 days after receipt of an invoice for materials, upon inspection, or satisfactory performance of services. Seller shall maintain all records and documentation regarding payment for at least three (3) years following the date of final payment.

12. INSPECTION: Payment for the goods or services furnished hereunder shall not constitute acceptance. All goods are subject to Buyer's inspection. If any of the materials are found at any time to be defective in material or workmanship, or otherwise not in conformity with the requirements of this order, Buyer, in addition to any other rights which it may have under warranties or otherwise, shall have the right to reject or return such goods at Seller's expense. If such materials may be corrected by Buyer, Buyer shall consult with Seller on the method of correction. Seller shall reimburse Buyer for reasonable expenses resulting from correction or rejection of materials.

13. WARRANTY and INDEMNITY: Seller warrants that all Goods and services covered by this Purchase Order will: a) conform to the specifications, drawings, written instructions, samples, or descriptions furnished to or by Buyer; b) be of good quality and workmanship; c) be free of defects in design (unless Buyer provided the design), materials and workmanship; d) be merchantable; e) be fit for particular purposes applicable to the design, function or use of the Goods. Seller acknowledges that Seller knows of Buyer's intended use and expressly warrants that all Goods covered by this Purchase Order which may have been selected, designed, manufactured or assembled by Seller, based upon Buyer's stated use, will be fit and sufficient for the particular purposes intended by Buyer. Seller shall immediately notify Buyer of any errors in specifications or drawings provided by Buyer which are patent or which are otherwise known to or should have been discovered by Seller. Notwithstanding Buyer's inspection provided in Section 12, Seller shall indemnify, defend and hold Buyer harmless from any damages to property or personal injuries resulting from or reasonably attributable to any defects in supplies or services provided by Seller.

14. INFRINGEMENTS: Seller agrees to protect, hold, and save harmless Buyer against any and all claims for patent, trademark, copyright, or franchising infringement arising from the purchase, installation or use of material ordered on this Purchase Order, and to assume all expense and damage arising from such claims.

15. ASSIGNMENT: Seller shall not, in any manner, delegate its duty of performance or assign its rights or obligations without the prior written consent of the Buyer.

16. EXCUSABLE DELAYS: Neither Buyer nor Seller shall be liable for a failure to perform that arises from causes or events beyond its reasonable control and without its fault or negligence. In the event of a delay in performance, Buyer, at its option, may accept delayed delivery of supplies from Seller or cancel this Purchase Order without obligation to Seller.

17. TERMINATION RIGHTS: Buyer may terminate this Purchase Order with or without cause upon thirty (30) days prior written notice to the Seller, if materials have not shipped. The term "Cause" shall mean: the failure by the Seller to comply with any of the material terms of this Purchase Order after being given written notice of such

failure by Buyer and the failure to cure such condition, and provide a written response to Buyer detailing how it was cured and what steps are being taken to prevent the failure from occurring again, within fourteen (14) days after receipt of such notice.

Seller will be paid only that amount which has been incurred for work completed up to the date of termination. Seller will not be eligible for any anticipatory profits or fees for future work beyond the termination date. All notices must comply with Section 22.

18. SALES, USE and FEDERAL EXCISE TAX: Buyer is an exempt institution in respect of such taxes and intends to use or consume supplies to this Purchase Order in its operations.

Seller shall not include in its price, nor otherwise charge to Buyer, federal excise taxes or state or local sales or use taxes on the supplies of this Purchase Order.

19. MATERIAL SAFETY DATASHEETS: It is the Seller's responsibility to comply with the Michigan Right to Know/Hazardous Material Law and all applicable environmental laws. All hazardous chemicals supplied on this order shall be properly labeled and must be accompanied with a Material Safety Data Sheet.

20. NON-DISCRIMINATION: Seller hereby agrees to comply with all applicable federal, state and municipal equal opportunity and nondiscrimination guidelines, regulations and executive orders, and covenants that neither the Seller nor any subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment, or in a manner directly or indirectly related to employment, because of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to limitations of applicable law), age, or disability in its programs, services, activities or employment. Failure on the part of the Seller to comply with said guidelines and regulations shall, upon reasonable notice, constitute grounds to revoke and otherwise terminate the Purchase Order and all obligations of the Buyer.

21. GOVERNMENT REGULATION: In furnishing the materials or services covered by this Purchase Order, Seller agrees to comply with the provisions of all applicable federal, state and local laws, rules, regulations, ordinances and orders.

22. NOTICES: All notices under the Purchase Order shall be deemed to be adequate and sufficient notice if given in writing and received via a) registered or certified mail; b) a recognized overnight air courier; or c) personal hand delivery. All notices shall be sent to the Purchasing department.

23. GOVERNING LAW; VENUE: This contract shall be constructed and enforced in accordance with Michigan law. Each party hereby submits to the jurisdiction of the State and Federal courts located in the State of Michigan, over any action proceeding to enforce or defend any matter arising from or related to this Purchase Order, and Seller agrees not to institute and such legal action or proceeding in any other court.

24. AUDIT: The Seller shall provide the Buyer and other applicable governmental agencies reasonable access to any books, records, documents or papers of the Seller which are directly pertinent to the Purchase Order for purpose of making audit, examination, excerpts and transcriptions.

25. REPORTING | DOCUMENTATION: The Seller shall provide all reasonably necessary reporting and documentation to permit the Buyer to comply with applicable laws.

26. CONFIDENTIAL DATA: The Seller agrees that it will never at any time, directly or indirectly use or disclose any Confidential Information of the Buyer without the written consent of the Buyer. All records, forms and supplies or any reproduced copies provided and furnished by the Buyer to the Seller shall always remain the property of the Buyer and shall be returned on demand, or upon termination of this Purchase Order. Further, any information obtained by Seller, or any reports prepared or supplied (including information contained therein) to the Buyer under the performance of the Purchase Order shall not be directly or indirectly disclosed by Seller without the express written permission of Buyer.

27. BUYER'S REMEDIES: Upon the occurrence of an event of default by Seller, Buyer shall: (a) have all rights and remedies afforded by Article 2 of the Michigan Uniform Commercial Code; (b) be entitled to reduce quantities under this Purchase Order to the extent Buyer rejects Goods as nonconforming; (c) have the right to cancel all or any part of this Purchase Order, without liability to Seller; (d) be entitled to collect from Seller all of its damages, costs and expenses associated with Seller's breach, including incidental and consequential damages, court costs and attorney's fees. All rights and remedies reserved to Buyer under this Purchase Order are cumulative in addition to all other or further remedies provided in law or equity and in addition to all remedies provided for in the Supply Agreement. Buyer's payment for or acceptance of any Goods under this Purchase Order shall not discharge Seller from its obligations. Nonconforming Goods shall not be replaced without Buyer's written permission. Nonconforming Goods will be held by Buyer for disposition in accordance with Seller's instructions at Seller's risk. Seller's failure to provide written instructions within ten (10) days, or such shorter period as may be commercially reasonable under the circumstances, after notice of nonconformity, shall entitle Buyer, at Buyer's option, to charge Seller for storage and handling, or to dispose of the Goods, without liability to Seller. Payment for nonconforming Goods shall not constitute an acceptance of such Goods, limit or impair Buyer's right to assert any legal or equitable remedy, or relieve Seller's responsibility for latent defects.

28. INSURANCE: Seller shall at all times carry and maintain insurance coverage in reasonable amounts covering workers compensation, comprehensive general liability (including products/completed operations and blanket contractual liability), and automobile liability. Seller shall fully insure any and all property of Buyer which is in Seller's possession (including work-in-process for which Buyer has paid, whether or not title has passed) against loss or damage to the extent of its insurable value, without deductible, at Seller's cost, and to designate Buyer as the loss payee. Seller shall provide evidence of such coverage to Buyer upon request. Seller shall provide Buyer with not less than 30 days advance written notice of any threatened or proposed reduction or termination of insurance coverage by those persons providing insurance to Seller.



**HAZEL PARK
SCHOOLS**

PURCHASE ORDER NO.
P2400051
<small>To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.</small>

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E AMERICAN READING COMPANY INC
N 480 NORRISTOWN ROAD
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CURRICULUM INSTRUCTION LEARNING
1620 EAST ELZA AVE
HAZEL PARK, MI 48030


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ATTN: ACCOUNTS PAYABLE
Hazel Park Schools
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

***** PRICING PER QUOTE *****

PO Date 08/01/2023		Reference #		Date Required		Requisition Number R2400060		Board Approved Date	
ITEM	QUANTITY	UNIT	DESCRIPTION			UNIT PRICE	EXTENDED PRICE		
0001	1	EACH	PROPOSAL NUMBER 239173 HAZEL PARK JUNIOR HIGH SCHOOL JR HIGH - ARC CORE SY 23/24 - SELF CONTAINED			\$22,030.00	\$22,030.00		
						Net:	\$22,030.00		
						TOTAL	\$22,030.00		

NOTE: The terms and conditions on the reverse side of the last page apply to this order.


Authorized Signature

08/01/2023
Date

For questions on this purchase order please call Purchasing at 248.658.5215

Purchase Order Terms and Conditions

1. ACCEPTANCE: This Purchase Order is an offer by Buyer to Seller to enter into the Purchase Order it describes, and it shall be the complete and exclusive statement of such Purchase Order. Seller's shipment of goods or provision of services in response to this order shall constitute acceptance of the terms and conditions set out herein, notwithstanding any additional or different conditions contained in any acknowledgement form submitted by Seller.

2. MODIFICATIONS: Modifications proposed by Seller are not part of the agreement unless approved in writing by an authorized representative of the Purchasing department.

3. INCORPORATION BY REFERENCE: If Buyer issued a Request for Proposal/Invitation to Bid relative to the Goods or provision of services covered by this Purchase Order, the Request for Proposal/Invitation to Bid is hereby incorporated into this Purchase Order by reference. In the event of a conflict between the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, the Request for Proposal/Invitation to Bid shall take precedence. However, the parties also acknowledge that where there is not a conflict between any of the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, all of the terms and conditions shall be binding upon both parties, except to the extent the exceptions contained in the Seller's proposal/bid are not expressly accepted by the Buyer in writing and incorporated into this order.

4. SHIPPING and MARKINGS: All material shall be suitably packed, marked, and shipped in accordance with the requirements of common carriers in a manner to secure lowest transportation cost and no additional charge shall be made to the Buyer unless otherwise stated on the face of the Purchase Order. Do not combine Purchase Orders in one carton; each Purchase Order must be packaged separately. All packages should be clearly marked with the Purchase Order number.

5. PLACE OF DELIVERY: The place of delivery shall be that set forth on this Purchase Order. Any modifications shall be subject to the requirements indicated in Section 2.

6. FREIGHT ON BOARD (FOB): All materials are sold FOB Buyer's Destination.

7. TITLE and RISK OF LOSS: The title and risk of loss shall not pass to Buyer until Buyer receives and takes possession of the goods at the point(s) of delivery.

8. PACKING SLIPS | BILL OF LADINGS: Seller shall include itemized packing slips and a straight bill of lading from the carrier and both documents shall reference this Purchase Order number and location of the delivery destination.

9. PRICE: This order shall not be filled at prices higher than specified on this Purchase Order. Any change in price must be accepted and modified in accordance with the requirements indicated in Section 2.

10. INVOICES: Seller shall include this Purchase Order number and the delivery destination on each invoice. Billings for partial deliveries must be so indicated.

11. PAYMENT: Payment will be made within 30 days after receipt of an invoice for materials, upon inspection, or satisfactory performance of services. Seller shall maintain all records and documentation regarding payment for at least three (3) years following the date of final payment.

12. INSPECTION: Payment for the goods or services furnished hereunder shall not constitute acceptance. All goods are subject to Buyer's inspection. If any of the materials are found at any time to be defective in material or workmanship, or otherwise not in conformity with the requirements of this order, Buyer, in addition to any other rights which it may have under warranties or otherwise, shall have the right to reject or return such goods at Seller's expense. If such materials may be corrected by Buyer, Buyer shall consult with Seller on the method of correction. Seller shall reimburse Buyer for reasonable expenses resulting from correction or rejection of materials.

13. WARRANTY and INDEMNITY: Seller warrants that all Goods and services covered by this Purchase Order will: a) conform to the specifications, drawings, written instructions, samples, or descriptions furnished to or by Buyer; b) be of good quality and workmanship; c) be free of defects in design (unless Buyer provided the design), materials and workmanship; d) be merchantable; e) be fit for particular purposes applicable to the design, function or use of the Goods. Seller acknowledges that Seller knows of Buyer's intended use and expressly warrants that all Goods covered by this Purchase Order which may have been selected, designed, manufactured or assembled by Seller, based upon Buyer's stated use, will be fit and sufficient for the particular purposes intended by Buyer. Seller shall immediately notify Buyer of any errors in specifications or drawings provided by Buyer which are patent or which are otherwise known to or should have been discovered by Seller. Notwithstanding Buyer's inspection provided in Section 12, Seller shall indemnify, defend and hold Buyer harmless from any damages to property or personal injuries resulting from or reasonably attributable to any defects in supplies or services provided by Seller.

14. INFRINGEMENTS: Seller agrees to protect, hold, and save harmless Buyer against any and all claims for patent, trademark, copyright, or franchising infringement arising from the purchase, installation or use of material ordered on this Purchase Order, and to assume all expense and damage arising from such claims.

15. ASSIGNMENT: Seller shall not, in any manner, delegate its duty of performance or assign its rights or obligations without the prior written consent of the Buyer.

16. EXCUSABLE DELAYS: Neither Buyer nor Seller shall be liable for a failure to perform that arises from causes beyond its reasonable control and without its fault or negligence. In the event of a delay in performance, Buyer, at its option, may accept delayed delivery of supplies from Seller or cancel this Purchase Order without obligation to Seller.

17. TERMINATION RIGHTS: Buyer may terminate this Purchase Order with or without cause upon thirty (30) days prior written notice to the Seller, if materials have not shipped. The term "Cause" shall mean: the failure by the Seller to comply with any of the material terms of this Purchase Order after being given written notice of such

failure by Buyer and the failure to cure such condition, and provide a written response to Buyer detailing how it was cured and what steps are being taken to prevent the failure from occurring again, within fourteen (14) days after receipt of such notice.

Seller will be paid only that amount which has been incurred for work completed up to the date of termination. Seller will not be eligible for any anticipatory profits or fees for future work beyond the termination date. All notices must comply with Section 22.

18. SALES, USE and FEDERAL EXCISE TAX: Buyer is an exempt institution in respect of such taxes and intends to use or consume supplies to this Purchase Order in its operations. Seller shall not include in its price, nor otherwise charge to Buyer, federal excise taxes or state or local sales or use taxes on the supplies of this Purchase Order.

19. MATERIAL SAFETY DATASHEETS: It is the Seller's responsibility to comply with the Michigan Right to Know/Hazardous Material Law and all applicable environmental laws. All hazardous chemicals supplied on this order shall be properly labeled and must be accompanied with a Material Safety Data Sheet.

20. NON-DISCRIMINATION: Seller hereby agrees to comply with all applicable federal, state and municipal equal opportunity and nondiscrimination guidelines, regulations and executive orders, and covenants that neither the Seller nor any subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment, or in a manner directly or indirectly related to employment, because of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to limitations of applicable law), age, or disability in its programs, services, activities or employment. Failure on the part of the Seller to comply with said guidelines and regulations shall, upon reasonable notice, constitute grounds to revoke and otherwise terminate the Purchase Order and all obligations of the Buyer.

21. GOVERNMENT REGULATION: In furnishing the materials or services covered by this Purchase Order, Seller agrees to comply with the provisions of all applicable federal, state and local laws, rules, regulations, ordinances and orders.

22. NOTICES: All notices under the Purchase Order shall be deemed to be adequate and sufficient notice if given in writing and received via a) registered or certified mail; b) a recognized overnight air courier; or c) personal hand delivery. All notices shall be sent to the Purchasing department.

23. GOVERNING LAW; VENUE: This contract shall be constructed and enforced in accordance with Michigan law. Each party hereby submits to the jurisdiction of the State and Federal courts located in the State of Michigan, over any action proceeding to enforce or defend any matter arising from or related to this Purchase Order, and Seller agrees not to institute and such legal action or proceeding in any other court.

24. AUDIT: The Seller shall provide the Buyer and other applicable governmental agencies reasonable access to any books, records, documents or papers of the Seller which are directly pertinent to the Purchase Order for purpose of making audit, examination, excerpts and transcriptions.

25. REPORTING | DOCUMENTATION: The Seller shall provide all reasonably necessary reporting and documentation to permit the Buyer to comply with applicable laws.

26. CONFIDENTIAL DATA: The Seller agrees that it will never at any time, directly or indirectly use or disclose any Confidential Information of the Buyer without the written consent of the Buyer. All records, forms and supplies or any reproduced copies provided and furnished by the Buyer to the Seller shall always remain the property of the Buyer and shall be returned on demand, or upon termination of this Purchase Order. Further, any information obtained by Seller, or any reports prepared or supplied (including information contained therein) to the Buyer under the performance of the Purchase Order shall not be directly or indirectly disclosed by Seller without the express written permission of Buyer.

27. BUYER'S REMEDIES: Upon the occurrence of an event of default by Seller, Buyer shall: (a) have all rights and remedies afforded by Article 2 of the Michigan Uniform Commercial Code; (b) be entitled to reduce quantities under this Purchase Order to the extent Buyer rejects Goods as nonconforming; (c) have the right to cancel all or any part of this Purchase Order, without liability to Seller; (d) be entitled to collect from Seller all of its damages, costs and expenses associated with Seller's breach, including incidental and consequential damages, court costs and attorney's fees. All rights and remedies reserved to Buyer under this Purchase Order are cumulative in addition to all other or further remedies provided in law or equity and in addition to all remedies provided for in the Supply Agreement. Buyer's payment for or acceptance of any Goods under this Purchase Order shall not discharge Seller from its obligations. Nonconforming Goods shall not be replaced without Buyer's written permission. Nonconforming Goods will be held by Buyer for disposition in accordance with Seller's instructions at Seller's risk. Seller's failure to provide written instructions within ten (10) days, or such shorter period as may be commercially reasonable under the circumstances, after notice of nonconformity, shall entitle Buyer, at Buyer's option, to charge Seller for storage and handling, or to dispose of the Goods, without liability to Seller. Payment for nonconforming Goods shall not constitute an acceptance of such Goods, limit or impair Buyer's right to assert any legal or equitable remedy, or relieve Seller's responsibility for latent defects.

28. INSURANCE: Seller shall at all times carry and maintain insurance coverage in reasonable amounts covering workers compensation, comprehensive general liability (including products/completed operations and blanket contractual liability), and automobile liability. Seller shall fully insure any and all property of Buyer which is in Seller's possession (including work-in-process for which Buyer has paid, whether or not title has passed) against loss or damage to the extent of its insurable value, without deductible, at Seller's cost, and to designate Buyer as the loss payee. Seller shall provide evidence of such coverage to Buyer upon request. Seller shall provide Buyer with not less than 30 days advance written notice of any threatened or proposed reduction or termination of insurance coverage by those persons providing insurance to Seller.



**HAZEL PARK
SCHOOLS**

PURCHASE ORDER NO.
P2400040
To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.

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AMERICAN READING COMPANY INC
480 NORRISTOWN ROAD
BLUE BELL, PA 19422

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CURRICULUM INSTRUCTION LEARNING
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

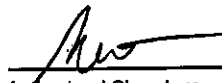
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ATTN: ACCOUNTS PAYABLE
Hazel Park Schools
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

***** PRICING PER QUOTE *****

PO Date 08/01/2023		Reference #		Date Required	Requisition Number R2400063	Board Approved Date	
ITEM	QUANTITY	UNIT	DESCRIPTION		UNIT PRICE	EXTENDED PRICE	
0001	1	EACH	PROPOSAL NUMBER: 239175 HOOVER ELEMENTARY SCHOOL HOOVER - ARC CORE SY 23/24 - SELF CONTAINED		\$7,530.00	\$7,530.00	
					Net:	\$7,530.00	
					TOTAL	\$7,530.00	

NOTE: The terms and conditions on the reverse side of the last page apply to this order.


Authorized Signature

08/01/2023
Date

For questions on this purchase order please call Purchasing at 248.658.5215

Purchase Order Terms and Conditions

1. ACCEPTANCE: This Purchase Order is an offer by Buyer to Seller to enter into the Purchase Order it describes, and it shall be the complete and exclusive statement of such Purchase Order. Seller's shipment of goods or provision of services in response to this order shall constitute acceptance of the terms and conditions set out herein, notwithstanding any additional or different conditions contained in any acknowledgement form submitted by Seller.

2. MODIFICATIONS: Modifications proposed by Seller are not part of the agreement unless approved in writing by an authorized representative of the Purchasing department.

3. INCORPORATION BY REFERENCE: If Buyer Issued a Request for Proposal/Invitation to Bid relative to the Goods or provision of services covered by this Purchase Order, the Request for Proposal/Invitation to Bid is hereby incorporated into this Purchase Order by reference. In the event of a conflict between the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, the Request for Proposal/Invitation to Bid shall take precedence. However, the parties also acknowledge that where there is not a conflict between any of the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, all of the terms and conditions shall be binding upon both parties, except to the extent the exceptions contained in the Seller's proposal/bid are not expressly accepted by the Buyer in writing and incorporated into this order.

4. SHIPPING and MARKINGS: All material shall be suitably packed, marked, and shipped in accordance with the requirements of common carriers in a manner to secure lowest transportation cost and no additional charge shall be made to the Buyer unless otherwise stated on the face of the Purchase Order. Do not combine Purchase Orders in one carton; each Purchase Order must be packaged separately. All packages should be clearly marked with the Purchase Order number.

5. PLACE OF DELIVERY: The place of delivery shall be that set forth on this Purchase Order. Any modifications shall be subject to the requirements indicated in Section 2.

6. FREIGHT ON BOARD (FOB): All materials are sold FOB Buyer's Destination.

7. TITLE and RISK OF LOSS: The title and risk of loss shall not pass to Buyer until Buyer receives and takes possession of the goods at the point(s) of delivery.

8. PACKING SLIPS | BILL OF LADINGS: Seller shall include itemized packing slips and a straight bill of lading from the carrier and both documents shall reference this Purchase Order number and location of the delivery destination.

9. PRICE: This order shall not be filled at prices higher than specified on this Purchase Order. Any change in price must be accepted and modified in accordance with the requirements indicated in Section 2.

10. INVOICES: Seller shall include this Purchase Order number and the delivery destination on each invoice. Billings for partial deliveries must be so indicated.

11. PAYMENT: Payment will be made within 30 days after receipt of an invoice for materials, upon inspection, or satisfactory performance of services. Seller shall maintain all records and documentation regarding payment for at least three (3) years following the date of final payment.

12. INSPECTION: Payment for the goods or services furnished hereunder shall not constitute acceptance. All goods are subject to Buyer's inspection. If any of the materials are found at any time to be defective in material or workmanship, or otherwise not in conformity with the requirements of this order, Buyer, in addition to any other rights which it may have under warranties or otherwise, shall have the right to reject or return such goods at Seller's expense. If such materials may be corrected by Buyer, Buyer shall consult with Seller on the method of correction. Seller shall reimburse Buyer for reasonable expenses resulting from correction or rejection of materials.

13. WARRANTY and INDEMNITY: Seller warrants that all Goods and services covered by this Purchase Order will: a) conform to the specifications, drawings, written instructions, samples, or descriptions furnished to or by Buyer; b) be of good quality and workmanship; c) be free of defects in design (unless Buyer provided the design), materials and workmanship; d) be merchantable; e) be fit for particular purposes applicable to the design, function or use of the Goods. Seller acknowledges that Seller knows of Buyer's intended use and expressly warrants that all Goods covered by this Purchase Order which may have been selected, designed, manufactured or assembled by Seller, based upon Buyer's stated use, will be fit and sufficient for the particular purposes intended by Buyer. Seller shall immediately notify Buyer of any errors in specifications or drawings provided by Buyer which are patent or which are otherwise known to or should have been discovered by Seller. Notwithstanding Buyer's inspection provided in Section 12, Seller shall indemnify, defend and hold Buyer harmless from any damages to property or personal injuries resulting from or reasonably attributable to any defects in supplies or services provided by Seller.

14. INFRINGEMENTS: Seller agrees to protect, hold, and save harmless Buyer against any and all claims for patent, trademark, copyright, or franchising infringement arising from the purchase, installation or use of material ordered on this Purchase Order, and to assume all expense and damage arising from such claims.

15. ASSIGNMENT: Seller shall not, in any manner, delegate its duty of performance or assign its rights or obligations without the prior written consent of the Buyer.

16. EXCUSABLE DELAYS: Neither Buyer nor Seller shall be liable for a failure to perform that arises from causes or events beyond its reasonable control and without its fault or negligence. In the event of a delay in performance, Buyer, at its option, may accept delayed delivery of supplies from Seller or cancel this Purchase Order without obligation to Seller.

17. TERMINATION RIGHTS: Buyer may terminate this Purchase Order with or without cause upon thirty (30) days prior written notice to the Seller, if materials have not shipped. The term "Cause" shall mean: the failure by the Seller to comply with any of the material terms of this Purchase Order after being given written notice of such

failure by Buyer and the failure to cure such condition, and provide a written response to Buyer detailing how it was cured and what steps are being taken to prevent the failure from occurring again, within fourteen (14) days after receipt of such notice. Seller will be paid only that amount which has been incurred for work completed up to the date of termination. Seller will not be eligible for any anticipatory profits or fees for future work beyond the termination date. All notices must comply with Section 22.

18. SALES, USE and FEDERAL EXCISE TAX: Buyer is an exempt institution in respect of such taxes and intends to use or consume supplies to this Purchase Order in its operations. Seller shall not include in its price, nor otherwise charge to Buyer, federal excise taxes or state or local sales or use taxes on the supplies of this Purchase Order.

19. MATERIAL SAFETY DATASHEETS: It is the Seller's responsibility to comply with the Michigan Right to Know/Hazardous Material Law and all applicable environmental laws. All hazardous chemicals supplied on this order shall be properly labeled and must be accompanied with a Material Safety Data Sheet.

20. NON-DISCRIMINATION: Seller hereby agrees to comply with all applicable federal, state and municipal equal opportunity and nondiscrimination guidelines, regulations and executive orders, and covenants that neither the Seller nor any subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment, or in a manner directly or indirectly related to employment, because of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to limitations of applicable law), age, or disability in its programs, services, activities or employment. Failure on the part of the Seller to comply with said guidelines and regulations shall, upon reasonable notice, constitute grounds to revoke and otherwise terminate the Purchase Order and all obligations of the Buyer.

21. GOVERNMENT REGULATION: In furnishing the materials or services covered by this Purchase Order, Seller agrees to comply with the provisions of all applicable federal, state and local laws, rules, regulations, ordinances and orders.

22. NOTICES: All notices under the Purchase Order shall be deemed to be adequate and sufficient notice if given in writing and received via a) registered or certified mail; b) a recognized overnight air courier; or c) personal hand delivery. All notices shall be sent to the Purchasing department.

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25. REPORTING | DOCUMENTATION: The Seller shall provide all reasonably necessary reporting and documentation to permit the Buyer to comply with applicable laws.

26. CONFIDENTIAL DATA: The Seller agrees that it will never at any time, directly or indirectly use or disclose any Confidential Information of the Buyer without the written consent of the Buyer. All records, forms and supplies or any reproduced copies provided and furnished by the Buyer to the Seller shall always remain the property of the Buyer and shall be returned on demand, or upon termination of this Purchase Order. Further, any information obtained by Seller, or any reports prepared or supplied (including information contained therein) to the Buyer under the performance of the Purchase Order shall not be directly or indirectly disclosed by Seller without the express written permission of Buyer.

27. BUYER'S REMEDIES: Upon the occurrence of an event of default by Seller, Buyer shall: (a) have all rights and remedies afforded by Article 2 of the Michigan Uniform Commercial Code; (b) be entitled to reduce quantities under this Purchase Order to the extent Buyer rejects Goods as nonconforming; (c) have the right to cancel all or any part of this Purchase Order, without liability to Seller; (d) be entitled to collect from Seller all of its damages, costs and expenses associated with Seller's breach, including incidental and consequential damages, court costs and attorney's fees. All rights and remedies reserved to Buyer under this Purchase Order are cumulative in addition to all other or further remedies provided in law or equity and in addition to all remedies provided for in the Supply Agreement. Buyer's payment for or acceptance of any Goods under this Purchase Order shall not discharge Seller from its obligations. Nonconforming Goods shall not be replaced without Buyer's written permission. Nonconforming Goods will be held by Buyer for disposition in accordance with Seller's instructions at Seller's risk. Seller's failure to provide written instructions within ten (10) days, or such shorter period as may be commercially reasonable under the circumstances, after notice of nonconformity, shall entitle Buyer, at Buyer's option, to charge Seller for storage and handling, or to dispose of the Goods, without liability to Seller. Payment for nonconforming Goods shall not constitute an acceptance of such Goods, limit or impair Buyer's right to assert any legal or equitable remedy, or relieve Seller's responsibility for latent defects.

28. INSURANCE: Seller shall at all times carry and maintain insurance coverage in reasonable amounts covering workers compensation, comprehensive general liability (including products/completed operations and blanket contractual liability), and automobile liability. Seller shall fully insure any and all property of Buyer which is in Seller's possession (including work-in-process for which Buyer has paid, whether or not title has passed) against loss or damage to the extent of its insurable value, without deductible, at Seller's cost, and to designate Buyer as the loss payee. Seller shall provide evidence of such coverage to Buyer upon request. Seller shall provide Buyer with not less than 30 days advance written notice of any threatened or proposed reduction or termination of insurance coverage by those persons providing insurance to Seller.



**HAZEL PARK
SCHOOLS**

PURCHASE ORDER NO.
P2400056
To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.

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V 101104
E AMERICAN READING COMPANY INC
N 480 NORRISTOWN ROAD
D BLUE BELL, PA 19422
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CURRICULUM INSTRUCTION LEARNING
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

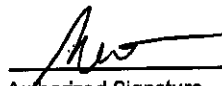
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ATTN: ACCOUNTS PAYABLE
Hazel Park Schools
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

***** PRICING PER QUOTE *****

PO Date 08/01/2023		Reference #		Date Required	Requisition Number R2400057	Board Approved Date	
ITEM	QUANTITY	UNIT	DESCRIPTION			UNIT PRICE	EXTENDED PRICE
0001	1	EACH	PROPOSAL NUMBER 239178 UNITED OAKS ELEMENTARY SCHOOL			\$11,130.00	\$11,130.00
						Net:	\$11,130.00
						TOTAL	\$11,130.00

NOTE: The terms and conditions on the reverse side of the last page apply to this order.


Authorized Signature 08/01/2023
Date

For questions on this purchase order please call Purchasing at 248.658.5215

Purchase Order Terms and Conditions

1. ACCEPTANCE: This Purchase Order is an offer by Buyer to Seller to enter into the Purchase Order it describes, and it shall be the complete and exclusive statement of such Purchase Order. Seller's shipment of goods or provision of services in response to this order shall constitute acceptance of the terms and conditions set out herein, notwithstanding any additional or different conditions contained in any acknowledgement form submitted by Seller.

2. MODIFICATIONS: Modifications proposed by Seller are not part of the agreement unless approved in writing by an authorized representative of the Purchasing department.

3. INCORPORATION BY REFERENCE: If Buyer issued a Request for Proposal/Invitation to Bid relative to the Goods or provision of services covered by this Purchase Order, the Request for Proposal/Invitation to Bid is hereby incorporated into this Purchase Order by reference. In the event of a conflict between the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, the Request for Proposal/Invitation to Bid shall take precedence. However, the parties also acknowledge that where there is not a conflict between any of the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, all of the terms and conditions shall be binding upon both parties, except to the extent the exceptions contained in the Seller's proposal/bid are not expressly accepted by the Buyer in writing and incorporated into this order.

4. SHIPPING and MARKINGS: All material shall be suitably packed, marked, and shipped in accordance with the requirements of common carriers in a manner to secure lowest transportation cost and no additional charge shall be made to the Buyer unless otherwise stated on the face of the Purchase Order. Do not combine Purchase Orders in one carton; each Purchase Order must be packaged separately. All packages should be clearly marked with the Purchase Order number.

5. PLACE OF DELIVERY: The place of delivery shall be that set forth on this Purchase Order. Any modifications shall be subject to the requirements indicated in Section 2.

6. FREIGHT ON BOARD (FOB): All materials are sold FOB Buyer's Destination.

7. TITLE and RISK OF LOSS: The title and risk of loss shall not pass to Buyer until Buyer receives and takes possession of the goods at the point(s) of delivery.

8. PACKING SLIPS | BILL OF LADINGS: Seller shall include itemized packing slips and a straight bill of lading from the carrier and both documents shall reference this Purchase Order number and location of the delivery destination.

9. PRICE: This order shall not be filled at prices higher than specified on this Purchase Order. Any change in price must be accepted and modified in accordance with the requirements indicated in Section 2.

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13. WARRANTY and INDEMNITY: Seller warrants that all Goods and services covered by this Purchase Order will: a) conform to the specifications, drawings, written instructions, samples, or descriptions furnished to or by Buyer; b) be of good quality and workmanship; c) be free of defects in design (unless Buyer provided the design), materials and workmanship; d) be merchantable; e) be fit for particular purposes applicable to the design, function or use of the Goods. Seller acknowledges that Seller knows of Buyer's intended use and expressly warrants that all Goods covered by this Purchase Order which may have been selected, designed, manufactured or assembled by Seller, based upon Buyer's stated use, will be fit and sufficient for the particular purposes intended by Buyer. Seller shall immediately notify Buyer of any errors in specifications or drawings provided by Buyer which are patent or which are otherwise known to or should have been discovered by Seller. Notwithstanding Buyer's inspection provided in Section 12, Seller shall indemnify, defend and hold Buyer harmless from any damages to property or personal injuries resulting from or reasonably attributable to any defects in supplies or services provided by Seller.

14. INFRINGEMENTS: Seller agrees to protect, hold, and save harmless Buyer against any and all claims for patent, trademark, copyright, or franchising infringement arising from the purchase, installation or use of material ordered on this Purchase Order, and to assume all expense and damage arising from such claims.

15. ASSIGNMENT: Seller shall not, in any manner, delegate its duty of performance or assign its rights or obligations without the prior written consent of the Buyer.

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failure by Buyer and the failure to cure such condition, and provide a written response to Buyer detailing how it was cured and what steps are being taken to prevent the failure from occurring again, within fourteen (14) days after receipt of such notice. Seller will be paid only that amount which has been incurred for work completed up to the date of termination. Seller will not be eligible for any anticipatory profits or fees for future work beyond the termination date. All notices must comply with Section 22.

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19. MATERIAL SAFETY DATASHEETS: It is the Seller's responsibility to comply with the Michigan Right to Know/Hazardous Material Law and all applicable environmental laws. All hazardous chemicals supplied on this order shall be properly labeled and must be accompanied with a Material Safety Data Sheet.

20. NON-DISCRIMINATION: Seller hereby agrees to comply with all applicable federal, state and municipal equal opportunity and nondiscrimination guidelines, regulations and executive orders, and covenants that neither the Seller nor any subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment, or in a manner directly or indirectly related to employment, because of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to limitations of applicable law), age, or disability in its programs, services, activities or employment. Failure on the part of the Seller to comply with said guidelines and regulations shall, upon reasonable notice, constitute grounds to revoke and otherwise terminate the Purchase Order and all obligations of the Buyer.

21. GOVERNMENT REGULATION: In furnishing the materials or services covered by this Purchase Order, Seller agrees to comply with the provisions of all applicable federal, state and local laws, rules, regulations, ordinances and orders.

22. NOTICES: All notices under the Purchase Order shall be deemed to be adequate and sufficient notice if given in writing and received via a) registered or certified mail; b) a recognized overnight air courier; or c) personal hand delivery. All notices shall be sent to the Purchasing department.

23. GOVERNING LAW; VENUE: This contract shall be construed and enforced in accordance with Michigan law. Each party hereby submits to the jurisdiction of the State and Federal courts located in the State of Michigan, over any action proceeding to enforce or defend any matter arising from or related to this Purchase Order, and Seller agrees not to institute and such legal action or proceeding in any other court.

24. AUDIT: The Seller shall provide the Buyer and other applicable governmental agencies reasonable access to any books, records, documents or papers of the Seller which are directly pertinent to the Purchase Order for purpose of making audit, examination, excerpts and transcriptions.

25. REPORTING | DOCUMENTATION: The Seller shall provide all reasonably necessary reporting and documentation to permit the Buyer to comply with applicable laws.

26. CONFIDENTIAL DATA: The Seller agrees that it will never at any time, directly or indirectly use or disclose any Confidential Information of the Buyer without the written consent of the Buyer. All records, forms and supplies or any reproduced copies provided and furnished by the Buyer to the Seller shall always remain the property of the Buyer and shall be returned on demand, or upon termination of this Purchase Order. Further, any information obtained by Seller, or any reports prepared or supplied (including information contained therein) to the Buyer under the performance of the Purchase Order shall not be directly or indirectly disclosed by Seller without the express written permission of Buyer.

27. BUYER'S REMEDIES: Upon the occurrence of an event of default by Seller, Buyer shall: (a) have all rights and remedies afforded by Article 2 of the Michigan Uniform Commercial Code; (b) be entitled to reduce quantities under this Purchase Order to the extent Buyer rejects Goods as nonconforming; (c) have the right to cancel all or any part of this Purchase Order, without liability to Seller; (d) be entitled to collect from Seller all of its damages, costs and expenses associated with Seller's breach, including incidental and consequential damages, court costs and attorney's fees. All rights and remedies reserved to Buyer under this Purchase Order are cumulative in addition to all other or further remedies provided in law or equity and in addition to all remedies provided for in the Supply Agreement. Buyer's payment for or acceptance of any Goods under this Purchase Order shall not discharge Seller from its obligations. Nonconforming Goods shall not be replaced without Buyer's written permission. Nonconforming Goods will be held by Buyer for disposition in accordance with Seller's instructions at Seller's risk. Seller's failure to provide written instructions within ten (10) days, or such shorter period as may be commercially reasonable under the circumstances, after notice of nonconformity, shall entitle Buyer, at Buyer's option, to charge Seller for storage and handling, or to dispose of the Goods, without liability to Seller. Payment for nonconforming Goods shall not constitute an acceptance of such Goods, limit or impair Buyer's right to assert any legal or equitable remedy, or relieve Seller's responsibility for latent defects.

28. INSURANCE: Seller shall at all times carry and maintain insurance coverage in reasonable amounts covering workers compensation, comprehensive general liability (including products/completed operations and blanket contractual liability); and automobile liability. Seller shall fully insure any and all property of Buyer which is in Seller's possession (including work-in-process for which Buyer has paid, whether or not title has passed) against loss or damage to the extent of its insurable value, without deductible, at Seller's cost, and to designate Buyer as the loss payee. Seller shall provide evidence of such coverage to Buyer upon request. Seller shall provide Buyer with not less than 30 days advance written notice of any threatened or proposed reduction or termination of insurance coverage by those persons providing insurance to Seller.



**HAZEL PARK
SCHOOLS**

PURCHASE ORDER NO.
P2400057
To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.

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V 101104
E AMERICAN READING COMPANY INC
N 480 NORRISTOWN ROAD
D BLUE BELL, PA 19422
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CURRICULUM INSTRUCTION LEARNING
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

B
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ATTN: ACCOUNTS PAYABLE
Hazel Park Schools
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

***** PRICING PER QUOTE *****

PO Date 08/01/2023		Reference #		Date Required		Requisition Number R2400062		Board Approved Date	
ITEM	QUANTITY	UNIT	DESCRIPTION			UNIT PRICE	EXTENDED PRICE		
0001	1	EACH	PROPOSAL NUMBER: 239090 HAZEL PARK HIGH SCHOOL GRADE 9 ARC CORE UNITS 1-3			\$38,181.00	\$38,181.00		
						Net:	\$38,181.00		
						TOTAL	\$38,181.00		

NOTE: The terms and conditions on the reverse side of the last page apply to this order.


 Authorized Signature 08/01/2023
Date

For questions on this purchase order please call Purchasing at 248.658.5215

Purchase Order Terms and Conditions

1. ACCEPTANCE: This Purchase Order is an offer by Buyer to Seller to enter into the Purchase Order it describes, and it shall be the complete and exclusive statement of such Purchase Order. Seller's shipment of goods or provision of services in response to this order shall constitute acceptance of the terms and conditions set out herein, notwithstanding any additional or different conditions contained in any acknowledgement form submitted by Seller.

2. MODIFICATIONS: Modifications proposed by Seller are not part of the agreement unless approved in writing by an authorized representative of the Purchasing department.

3. INCORPORATION BY REFERENCE: If Buyer issued a Request for Proposal/Invitation to Bid relative to the Goods or provision of services covered by this Purchase Order, the Request for Proposal/Invitation to Bid is hereby incorporated into this Purchase Order by reference. In the event of a conflict between the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, the Request for Proposal/Invitation to Bid shall take precedence. However, the parties also acknowledge that where there is not a conflict between any of the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, all of the terms and conditions shall be binding upon both parties, except to the extent the exceptions contained in the Seller's proposal/bid are not expressly accepted by the Buyer in writing and incorporated into this order.

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20. NON-DISCRIMINATION: Seller hereby agrees to comply with all applicable federal, state and municipal equal opportunity and nondiscrimination guidelines, regulations and executive orders, and covenants that neither the Seller nor any subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment, or in a manner directly or indirectly related to employment, because of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to limitations of applicable law), age, or disability in its programs, services, activities or employment. Failure on the part of the Seller to comply with said guidelines and regulations shall, upon reasonable notice, constitute grounds to revoke and otherwise terminate the Purchase Order and all obligations of the Buyer.

21. GOVERNMENT REGULATION: In furnishing the materials or services covered by this Purchase Order, Seller agrees to comply with the provisions of all applicable federal, state and local laws, rules, regulations, ordinances and orders.

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24. AUDIT: The Seller shall provide the Buyer and other applicable governmental agencies reasonable access to any books, records, documents or papers of the Seller which are directly pertinent to the Purchase Order for purpose of making audit, examination, excerpts and transcriptions.

25. REPORTING | DOCUMENTATION: The Seller shall provide all reasonably necessary reporting and documentation to permit the Buyer to comply with applicable laws.

26. CONFIDENTIAL DATA: The Seller agrees that it will never at any time, directly or indirectly use or disclose any Confidential Information of the Buyer without the written consent of the Buyer. All records, forms and supplies or any reproduced copies provided and furnished by the Buyer to the Seller shall always remain the property of the Buyer and shall be returned on demand, or upon termination of this Purchase Order. Further, any information obtained by Seller, or any reports prepared or supplied (including information contained therein) to the Buyer under the performance of the Purchase Order shall not be directly or indirectly disclosed by Seller without the express written permission of Buyer.

27. BUYER'S REMEDIES: Upon the occurrence of an event of default by Seller, Buyer shall: (a) have all rights and remedies afforded by Article 2 of the Michigan Uniform Commercial Code; (b) be entitled to reduce quantities under this Purchase Order to the extent Buyer rejects Goods as nonconforming; (c) have the right to cancel all or any part of this Purchase Order, without liability to Seller; (d) be entitled to collect from Seller all of its damages, costs and expenses associated with Seller's breach, including incidental and consequential damages, court costs and attorney's fees. All rights and remedies reserved to Buyer under this Purchase Order are cumulative in addition to all other or further remedies provided in law or equity and in addition to all remedies provided for in the Supply Agreement. Buyer's payment for or acceptance of any Goods under this Purchase Order shall not discharge Seller from its obligations. Nonconforming Goods shall not be replaced without Buyer's written permission. Nonconforming Goods will be held by Buyer for disposition in accordance with Seller's instructions at Seller's risk. Seller's failure to provide written instructions within ten (10) days, or such shorter period as may be commercially reasonable under the circumstances, after notice of nonconformity, shall entitle Buyer, at Buyer's option, to charge Seller for storage and handling, or to dispose of the Goods, without liability to Seller. Payment for nonconforming Goods shall not constitute an acceptance of such Goods, limit or impair Buyer's right to assert any legal or equitable remedy, or relieve Seller's responsibility for latent defects.

28. INSURANCE: Seller shall at all times carry and maintain insurance coverage in reasonable amounts covering workers compensation, comprehensive general liability (including products/completed operations and blanket contractual liability); and automobile liability. Seller shall fully insure any and all property of Buyer which is in Seller's possession (including work-in-process for which Buyer has paid, whether or not title has passed) against loss or damage to the extent of its insurable value, without deductible, at Seller's cost, and to designate Buyer as the loss payee. Seller shall provide evidence of such coverage to Buyer upon request. Seller shall provide Buyer with not less than 30 days advance written notice of any threatened or proposed reduction or termination of insurance coverage by those persons providing insurance to Seller.



**HAZEL PARK
SCHOOLS**

PURCHASE ORDER NO.
P2400044
<small>To receive proper payment the above number must appear on all invoices, bills of lading, packages, correspondence, etc.</small>

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N 480 NORRISTOWN ROAD
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CURRICULUM INSTRUCTION LEARNING
1620 EAST ELZA AVE
HAZEL PARK, MI 48030


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ATTN: ACCOUNTS PAYABLE
Hazel Park Schools
1620 EAST ELZA AVE
HAZEL PARK, MI 48030

***** PRICING PER QUOTE *****

PO Date 08/01/2023		Reference #		Date Required	Requisition Number R2400058	Board Approved Date	
ITEM	QUANTITY	UNIT	DESCRIPTION			UNIT PRICE	EXTENDED PRICE
0001	1	EACH	PROPOSAL NUMBER 239176 WEBB ELEMENTARY SCHOOL WEBB - ARC CORE SY 23/24 - SELF CONTAINED			\$17,490.00	\$17,490.00
						Net:	\$17,490.00
						TOTAL	\$17,490.00

NOTE: The terms and conditions on the reverse side of the last page apply to this order.


Authorized Signature

08/01/2023
Date

For questions on this purchase order please call Purchasing at 248.658.5215

Purchase Order Terms and Conditions

1. ACCEPTANCE: This Purchase Order is an offer by Buyer to Seller to enter into the Purchase Order it describes, and it shall be the complete and exclusive statement of such Purchase Order. Seller's shipment of goods or provision of services in response to this order shall constitute acceptance of the terms and conditions set out herein, notwithstanding any additional or different conditions contained in any acknowledgement form submitted by Seller.

2. MODIFICATIONS: Modifications proposed by Seller are not part of the agreement unless approved in writing by an authorized representative of the Purchasing department.

3. INCORPORATION BY REFERENCE: If Buyer issued a Request for Proposal/Invitation to Bid relative to the Goods or provision of services covered by this Purchase Order, the Request for Proposal/Invitation to Bid is hereby incorporated into this Purchase Order by reference. In the event of a conflict between the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, the Request for Proposal/Invitation to Bid shall take precedence. However, the parties also acknowledge that where there is not a conflict between any of the terms and conditions contained in this Purchase Order and the incorporated Request for Proposal/Invitation to Bid, all of the terms and conditions shall be binding upon both parties, except to the extent the exceptions contained in the Seller's proposal/bid are not expressly accepted by the Buyer in writing and incorporated into this order.

4. SHIPPING and MARKINGS: All material shall be suitably packed, marked, and shipped in accordance with the requirements of common carriers in a manner to secure lowest transportation cost and no additional charge shall be made to the Buyer unless otherwise stated on the face of the Purchase Order. Do not combine Purchase Orders in one carton; each Purchase Order must be packaged separately. All packages should be clearly marked with the Purchase Order number.

5. PLACE OF DELIVERY: The place of delivery shall be that set forth on this Purchase Order. Any modifications shall be subject to the requirements indicated in Section 2.

6. FREIGHT ON BOARD (FOB): All materials are sold FOB Buyer's Destination.

7. TITLE and RISK OF LOSS: The title and risk of loss shall not pass to Buyer until Buyer receives and takes possession of the goods at the point(s) of delivery.

8. PACKING SLIPS | BILL OF LADINGS: Seller shall include itemized packing slips and a straight bill of lading from the carrier and both documents shall reference this Purchase Order number and location of the delivery destination.

9. PRICE: This order shall not be filled at prices higher than specified on this Purchase Order. Any change in price must be accepted and modified in accordance with the requirements indicated in Section 2.

10. INVOICES: Seller shall include this Purchase Order number and the delivery destination on each invoice. Billings for partial deliveries must be so indicated.

11. PAYMENT: Payment will be made within 30 days after receipt of an Invoice for materials, upon inspection, or satisfactory performance of services. Seller shall maintain all records and documentation regarding payment for at least three (3) years following the date of final payment.

12. INSPECTION: Payment for the goods or services furnished hereunder shall not constitute acceptance. All goods are subject to Buyer's inspection. If any of the materials are found at any time to be defective in material or workmanship, or otherwise not in conformity with the requirements of this order, Buyer, in addition to any other rights which it may have under warranties or otherwise, shall have the right to reject or return such goods at Seller's expense. If such materials may be corrected by Buyer, Buyer shall consult with Seller on the method of correction. Seller shall reimburse Buyer for reasonable expenses resulting from correction or rejection of materials.

13. WARRANTY and INDEMNITY: Seller warrants that all Goods and services covered by this Purchase Order will: a) conform to the specifications, drawings, written instructions, samples, or descriptions furnished to or by Buyer; b) be of good quality and workmanship; c) be free of defects in design (unless Buyer provided the design), materials and workmanship; d) be merchantable; e) be fit for particular purposes applicable to the design, function or use of the Goods. Seller acknowledges that Seller knows of Buyer's intended use and expressly warrants that all Goods covered by this Purchase Order which may have been selected, designed, manufactured or assembled by Seller, based upon Buyer's stated use, will be fit and sufficient for the particular purposes intended by Buyer. Seller shall immediately notify Buyer of any errors in specifications or drawings provided by Buyer which are patent or which are otherwise known to or should have been discovered by Seller. Notwithstanding Buyer's inspection provided in Section 12, Seller shall indemnify, defend and hold Buyer harmless from any damages to property or personal injuries resulting from or reasonably attributable to any defects in supplies or services provided by Seller.

14. INFRINGEMENTS: Seller agrees to protect, hold, and save harmless Buyer against any and all claims for patent, trademark, copyright, or franchising infringement arising from the purchase, installation or use of material ordered on this Purchase Order, and to assume all expense and damage arising from such claims.

15. ASSIGNMENT: Seller shall not, in any manner, delegate its duty of performance or assign its rights or obligations without the prior written consent of the Buyer.

16. EXCUSABLE DELAYS: Neither Buyer nor Seller shall be liable for a failure to perform that arises from causes or events beyond its reasonable control and without its fault or negligence. In the event of a delay in performance, Buyer, at its option, may accept delayed delivery of supplies from Seller or cancel this Purchase Order without obligation to Seller.

17. TERMINATION RIGHTS: Buyer may terminate this Purchase Order with or without cause upon thirty (30) days prior written notice to the Seller, if materials have not shipped. The term "Cause" shall mean: the failure by the Seller to comply with any of the material terms of this Purchase Order after being given written notice of such

failure by Buyer and the failure to cure such condition, and provide a written response to Buyer detailing how it was cured and what steps are being taken to prevent the failure from occurring again, within fourteen (14) days after receipt of such notice. Seller will be paid only that amount which has been incurred for work completed up to the date of termination. Seller will not be eligible for any anticipatory profits or fees for future work beyond the termination date. All notices must comply with Section 22.

18. SALES, USE and FEDERAL EXCISE TAX: Buyer is an exempt institution in respect of such taxes and intends to use or consume supplies to this Purchase Order in its operations. Seller shall not include in its price, nor otherwise charge to Buyer, federal excise taxes or state or local sales or use taxes on the supplies of this Purchase Order.

19. MATERIAL SAFETY DATASHEETS: It is the Seller's responsibility to comply with the Michigan Right to Know/Hazardous Material Law and all applicable environmental laws. All hazardous chemicals supplied on this order shall be properly labeled and must be accompanied with a Material Safety Data Sheet.

20. NON-DISCRIMINATION: Seller hereby agrees to comply with all applicable federal, state and municipal equal opportunity and nondiscrimination guidelines, regulations and executive orders, and covenants that neither the Seller nor any subcontractors will discriminate against an employee or applicant for employment with respect to hire, tenure terms, conditions or privileges of employment, or in a manner directly or indirectly related to employment, because of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to limitations of applicable law), age, or disability in its programs, services, activities or employment. Failure on the part of the Seller to comply with said guidelines and regulations shall, upon reasonable notice, constitute grounds to revoke and otherwise terminate the Purchase Order and all obligations of the Buyer.

21. GOVERNMENT REGULATION: In furnishing the materials or services covered by this Purchase Order, Seller agrees to comply with the provisions of all applicable federal, state and local laws, rules, regulations, ordinances and orders.

22. NOTICES: All notices under the Purchase Order shall be deemed to be adequate and sufficient notice if given in writing and received via a) registered or certified mail; b) a recognized overnight air courier; or c) personal hand delivery. All notices shall be sent to the Purchasing department.

23. GOVERNING LAW; VENUE: This contract shall be construed and enforced in accordance with Michigan law. Each party hereby submits to the jurisdiction of the State and Federal courts located in the State of Michigan, over any action proceeding to enforce or defend any matter arising from or related to this Purchase Order, and Seller agrees not to institute and such legal action or proceeding in any other court.

24. AUDIT: The Seller shall provide the Buyer and other applicable governmental agencies reasonable access to any books, records, documents or papers of the Seller which are directly pertinent to the Purchase Order for purpose of making audit, examination, excerpts and transcriptions.

25. REPORTING | DOCUMENTATION: The Seller shall provide all reasonably necessary reporting and documentation to permit the Buyer to comply with applicable laws.

26. CONFIDENTIAL DATA: The Seller agrees that it will never at any time, directly or indirectly use or disclose any Confidential Information of the Buyer without the written consent of the Buyer. All records, forms and supplies or any reproduced copies provided and furnished by the Buyer to the Seller shall always remain the property of the Buyer and shall be returned on demand, or upon termination of this Purchase Order. Further, any information obtained by Seller, or any reports prepared or supplied (including information contained therein) to the Buyer under the performance of the Purchase Order shall not be directly or indirectly disclosed by Seller without the express written permission of Buyer.

27. BUYER'S REMEDIES: Upon the occurrence of an event of default by Seller, Buyer shall: (a) have all rights and remedies afforded by Article 2 of the Michigan Uniform Commercial Code; (b) be entitled to reduce quantities under this Purchase Order to the extent Buyer rejects Goods as nonconforming; (c) have the right to cancel all or any part of this Purchase Order, without liability to Seller; (d) be entitled to collect from Seller all of its damages, costs and expenses associated with Seller's breach, including incidental and consequential damages, court costs and attorney's fees. All rights and remedies reserved to Buyer under this Purchase Order are cumulative in addition to all other or further remedies provided in law or equity and in addition to all remedies provided for in the Supply Agreement. Buyer's payment for or acceptance of any Goods under this Purchase Order shall not discharge Seller from its obligations. Nonconforming Goods shall not be replaced without Buyer's written permission. Nonconforming Goods will be held by Buyer for disposition in accordance with Seller's instructions at Seller's risk. Seller's failure to provide written instructions within ten (10) days, or such shorter period as may be commercially reasonable under the circumstances, after notice of nonconformity, shall entitle Buyer, at Buyer's option, to charge Seller for storage and handling, or to dispose of the Goods, without liability to Seller. Payment for nonconforming Goods shall not constitute an acceptance of such Goods, limit or impair Buyer's right to assert any legal or equitable remedy, or relieve Seller's responsibility for latent defects.

28. INSURANCE: Seller shall at all times carry and maintain insurance coverage in reasonable amounts covering workers compensation, comprehensive general liability (including products/completed operations and blanket contractual liability), and automobile liability. Seller shall fully insure any and all property of Buyer which is in Seller's possession (including work-in-process for which Buyer has paid, whether or not title has passed) against loss or damage to the extent of its insurable value, without deductible, at Seller's cost, and to designate Buyer as the loss payee. Seller shall provide evidence of such coverage to Buyer upon request. Seller shall provide Buyer with not less than 30 days advance written notice of any threatened or proposed reduction or termination of insurance coverage by those persons providing insurance to Seller.

Hazel Park School District

4 In-Person PD Days

08/18/2023

Proposal Number: 240159

Submitted To: Stephanie Dulmage -

HAZEL PARK, MI 48030

PRICING SUMMARY	
Professional Development	\$14,400.00
Grand Total	\$14,400.00

Please note: Prices are valid 90 days from date of proposal

Prices and Fulfillment

Prices are valid 90 days from date of proposal. Upon receipt of purchase order or other payment method, materials will be shipped on a timeline mutually agreed to by the parties. ARC's Professional Development services will be delivered at customer's request and subject to American Reading Company personnel availability. Please send purchase orders to orders@americanreading.com.

Warranty and Returns

ARC guarantees quality products and will replace products due to order discrepancies and/or damaged products reported within 90 days of receipt of order. Customers will be provided either credit or replacement product. Marked, stickered, stamped, or otherwise altered materials are non-returnable. Beyond the ninety days allowed for replacement of items deemed defective, ARC disclaims all warranties, expressed or implied.

American Reading Company will pay for return shipping if the return is a result of company error. Please contact us prior to returning items to American Reading Company to ensure your return is processed correctly and you receive credit or replacement. If you have questions regarding your order, please contact our Customer Care Department at customercare@americanreading.com or (866) 810-2665.

Professional Development

American Reading Company limits all workshops to a maximum of 25 participants (20 teachers and 5 support staff). If more than 25 people attend the workshop, you agree to pay \$350 for each additional participant. Professional development training cannot be cancelled or changed within 15 days of the event date, or you will be billed for the event.

American Reading Company reserves the right to convert in person professional development, upon consultation with the customer, to a combination of virtual professional development, physical materials, and/or digital materials when necessary to ensure the health and safety of its employees and customers.

ARC reserves the right to charge a temporary inflation surcharge of up to \$300 per day for any remaining, as yet undelivered, in-person PD.

Recording of Professional Development sessions

American Reading Company retains proprietary rights to its professional development, both in person and virtual; therefore, recording of professional development is prohibited. ARC reserves the right to maintain distribution of its professional development services.

All [ARC Terms and Conditions](#) apply regardless of any additional terms that you may provide with your purchase.

Signature	Date
Title	Approved Amount: \$

Professional Development and Leadership Learning				
Heading	Product	Quantity	Price	Total
Professional Development	Individual In-Person Professional Development: 10+ day pricing 2023/2024 School Year (per school/per district)	4	\$3,600.00	\$14,400.00
			Subtotal	\$14,400.00

TOTAL: \$14,400.00



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

To: Amy Kruppe, Superintendent
From: Dr. Carla Postell, Executive Director of Teaching, Learning & Equity
Subject: MDE-NAF Health Based Learning Academies Grant
Date: August 18, 2023

National Academy Foundation (NAF) academies address the critical need in STEM fields—including health sciences. Students engage in a rigorous and comprehensive program of study designed to prepare learners with the content knowledge and transferable competencies necessary for success in high-demand health services careers, such as those identified by the Michigan Department of Labor & Economic Opportunity.

Hazel Park was presented with an opportunity last fall to help create career opportunities for our students and build a workforce pipeline to support the healthcare sector in Michigan. In February 2022, Governor Gretchen Whitmer signed HB 5523, a bipartisan appropriations bill that allowed for Michigan Department of Education (MDE) to allocate competitive grants to school districts and intermediate school districts that provide students in grades 9 - 12 with opportunities for work-based learning health services academies hosted in partnership with the National Academy Foundation (NAF). Programs funded under this bill are intended to increase the number of students who are college- and career-ready after high school graduation in the critical-needs occupations in health care services.

Hazel Park Schools applied for this grant opportunity and was awarded Summer 2023 by The Michigan Department of Education (MDE) \$12,000 in funding from the MDE-NAF Health Based Learning Academies Grant. The \$12,000 grant is to be used for the NAF Year of Planning Program. The Year of Planning (YOP) program is a year-long process for implementing a NAF academy. During the YOP, NAF academy staff will provide personalized support and guided technical assistance to align high school programs, staff and resources with the NAF design before the academy opens in its Launch Year. The NAF Health Sciences Academy will build industry knowledge for students, connecting them to various occupations in the health sciences field. For example, students in Hazel Park will have an opportunity to earn EMT certification as a result of their successful completion as students in the NAF Health Sciences Academy.

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: MDE-NAF Health Based Learning Academies Grant.

Recommendation

That the Board of Education approve the acceptance and use of the MDE-NAF Health Based Learning Academies Grant for the purpose of increasing the number of students in Hazel Park with career pathways opportunities in the critical-needs occupations in health care services.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



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

To: Dr. Amy Kruppe, Superintendent
From: Dr. Stephanie Dulmage, Assistant Superintendent of Teaching and Learning
Dr. Megan Papsian-Broadwell, Executive, Director of Student Services
Subject: 2023-2024 Oakland University ABA Onsite Clinical Support
Date: August 21, 2023

Providing a safe and secure environment, which supports all students and staff members, is a high priority. Throughout the past few years, we have noticed an increase in students with challenging behaviors. While our staff puts tremendous care and thought into working with students that need behavioral interventions, additional training and coaching opportunities are needed.

During the 2022-2023 school year, we partnered with Dr. Michael Kranak and Dr. Jessica Korneder, from the Applied Behavior Analysis Clinic at Oakland University. The clinic specializes in using ABA techniques to improve skills such as communication, social relationships, play skills, and self-regulation. The clinic also supports graduate students pursuing a certification in ABA therapy. Under their oversight, two graduate students worked in our schools for 20 hours/week supporting students and teachers. During onsite hours, the graduate students would support our students and staff members through consultation, training, and embedded student support.

Due to the positive impact on our students and teachers, we are requesting approval to continue the partnership for the 2023-24 school year. Based on feedback and reflection, we will be adjusting the model slightly. The graduate students will primarily support Webb Elementary. This will allow us to expand the program model, deepen student and staff support, and implement more in-depth training. Dr. Kronek and Dr. Korneder will also provide onsite support, consultation, and training.

Funding Source: General Fund

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.
- 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.

Recommendation

That the Board of Education approves the recommendation for a year-long contract with Oakland University to provide professional development and onsite ABA and behavior intervention support at Webb Elementary in an amount not to exceed \$83,095 for the 2023-2024 school year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



**RESEARCH AGREEMENT
BETWEEN Oakland University and
Hazel Park School District**

This Research Agreement is made by and between Hazel Park School District (Collaborator), a Michigan county government organization, whose business address is 1620 East Elza Drive, Hazel Park, MI 48030, and Oakland University (University), a Michigan institution of higher education located in Rochester, Michigan.

Recitals

WHEREAS, the Parties desire that the University perform research related to the mission that is of mutual interest and benefit to both COLLABORATOR and the University, in that the research may result in inventions, improvements, and/or discoveries and will further the University's instructional and research objectives in a manner consistent with its status as a nonprofit, taxexempt, educational institution.

NOW, THEREFORE, in consideration of the premises and mutual covenants herein contained, the Parties agree as follows:

Research Agreement

Article 1 Definitions

As used herein, the following terms will mean:

- 1.1 **"Contract Period"** means the Period of Performance described in Attachment A.
- 1.2 **"Confidential Information"** means any confidential or proprietary information of a Party related solely to the Project, including any information related to any compound, research project, work in process, future development, scientific, engineering, manufacturing, marketing, business plan, financial or personnel matter relating to such Party, its present or future research, products, services, sales, suppliers, customers, employees, investors, or business, whether in oral, written, graphic or electronic form. Notwithstanding the foregoing, Confidential Information does not include any information that the receiving Party can prove by competent written evidence: (a) is now, or hereafter becomes generally known or available through no unlawful act or failure to act on the part of the receiving Party; (b) is known by the receiving Party at the time of receiving such information as evidenced by the receiving Party's records; (c) is hereafter furnished to the receiving Party by a third party as a matter of right and without restriction on disclosure; (d) is independently developed by the receiving Party as evidenced by the receiving Party's records, without knowledge, aid, application or use of the Confidential Information of the disclosing Party; (e) is the subject of a written permission to disclose provided by the disclosing Party; or (f) does not employ or involve technology described in the Project.
- 1.3 **"Effective Date"** means the later date upon which an authorized representative executes this Research Agreement on behalf of a Party.

- 1.4 "Extended Term" means based on review of the previous Contract Period's results, the scope of work and contract terms including project cost, the contract may be modified and extended annually.
- 1.5 "Joint Intellectual Property" means individually and collectively, all inventions, improvements and/or discoveries whether or not patentable or copyrightable, that were conceived and/or made by the Parties jointly and as a sole and direct result of performing the Project, whether or not utilized or otherwise incorporated into the Project.
- 2 "COLLABORATOR" means Hazel Park School District (HPSD), and its directors, officers, members, employees, agents, representatives, affiliates, subcontractors, designees, successors and assigns.
- 3 "COLLABORATOR Intellectual Property" means, individually and collectively, all collaborator inventions, improvements and/or discoveries whether or not patentable or copyrightable, that were conceived and/or made by COLLABORATOR before commencement of the Project or conceived and/or made by COLLABORATOR while the Project was pending but independent of the Project, whether or not utilized or otherwise incorporated into the Project.
- 4 "Materials and Equipment" means all materials, supplies and/or equipment reasonably required by the University to perform the Project.
- 5 "Party" or "Parties" means COLLABORATOR and the University individually and collectively, and their respective Principal Investigators, trustees, directors, officers, members, employees, faculty, students, fellows, graduate assistants, postdoctoral associates, agents, volunteers, subcontractors, representatives, designees, successors and assigns.
- 5.3 "Principal Investigator" means Michael Kranak and/or his successors.
- 5.4 "Project" means each and every element of the research and work performed in the University's efforts to achieve the objectives identified in Exhibit A, which is incorporated herein by this reference.
- 5.5 "Research Agreement" means this Research Agreement and/or Statement of Work for the Project included in Attachment A.
- 5.6 "University" means Oakland University and its Principal Investigator(s), trustees, officers, employees, faculty, students, fellows, graduate assistants, postdoctoral associates, agents, volunteers, subcontractors, representatives, designees, successors and assigns.
- 5.7 "University Equipment" means the University's instruments, refrigerators for sample storage and other small wet chemistry equipment used for sample preparations.
- 5.8 "University Intellectual Property" means, individually and collectively, all University inventions, improvements and/or discoveries whether or not patentable or copyrightable, that are conceived and/or made by the University as a direct result of performing the Project, whether or not utilized or otherwise incorporated into the Project.

Article 2 Research

- 2.1 The University will commence performance of the Project promptly after the full execution of this Research Agreement, and will use reasonable efforts to perform the Project substantially in accordance with the terms and conditions of this Research

Agreement. Notwithstanding anything contained herein to the contrary, the Parties may at any time amend the scope of the Project by mutual written agreement.

- 2.2 In the event the Principal Investigator becomes unable or unwilling to continue the Project, and a mutually acceptable substitute is not available, either Party may terminate this Research Agreement upon written notice to the other Party.
- 2.3 During the performance of the Project, COLLABORATOR may have the opportunity to utilize University Equipment. All such use of University Equipment must be under the guidance and supervision of the Principal Investigator or their designee. Any damage to University Equipment caused directly or indirectly by COLLABORATOR, whether or not supervised by the Principal Investigator or her designee, will be repaired or replaced by COLLABORATOR at its sole cost and expense, in a timely manner and to the satisfaction of the University. In the alternative, the University can repair or replace any such damage to University Equipment and COLLABORATOR will upon demand reimburse the University for the actual cost thereof.

Article 3 Reports and Conferences

- 3.1 The University will provide Collaborator with Project status reports on dates and times to be mutually agreed upon by the Parties and outlined in Attachment A. The University will provide COLLABORATOR a final Project report within thirty (30) calendar days after the earlier of the: (a) completion of the Project; (b) conclusion of the Contract Period or, if elected pursuant to Article 9, the Extended Term; or (c) termination of this Research Agreement pursuant to Article 9.
- 3.2 During the Contract Period and if applicable the Extended Term, the Principal Investigator will meet with COLLABORATOR at times and places to be mutually agreed upon to discuss the progress, ongoing plans, changes to, and results of, the Project and outlined in Attachment A.

Article 4 – Payments and Support

- 4.1 COLLABORATOR agrees to pay University the amount, and on the payment dates, documented in Exhibit A under Project Costs and Project Payments.
- 4.2 Payments for Extended Term will be negotiated at the time of execution of Extended Term agreement.
- 4.3 Except for University Equipment, all Materials and Equipment will be purchased, loaned, donated or otherwise provided by COLLABORATOR at no cost or expense to the University. The University will provide sufficient notice to COLLABORATOR of the need for any Materials and Equipment. Upon approval by COLLABORATOR, the University may order Materials and Equipment and invoice COLLABORATOR for all costs and expenses related thereto, including without limitation shipping, handling and installation. The University will retain title to all University Equipment, and to Materials and Equipment that are attached to and therefore become fixtures of a University building.
- 4.4 Notwithstanding anything contained herein to the contrary, in the event of early termination of this Research Agreement by COLLABORATOR pursuant to Article 2, Section 2.2 or Article 9, Section 9.4, will pay all costs accrued by the University as of the date of termination and through the end⁴ of the University's academic year following the date of termination, including without limitation all noncancelable, obligations, contracts,

fellowships, graduate assistantships and/or postdoctoral associate appointments that were associated with the Project.

- 4.5 Except as provided in Article 4, Section 4.3, the University will not invoice for any payments or support to be made by COLLABORATOR to the University pursuant to this Article 4.

Article 5 Publicity

- 5.1 Neither Party will use the name of the other Party in any publicity, advertising, news release or other media without the other Party's prior written approval.

Article 6 - Confidentiality

- 6.1 **Confidentiality.** During the Contract Period and if applicable the Extended Term, and for a period of five (5) years after the latter thereof, each Party will maintain in strict confidence all Confidential Information disclosed by the other Party. Neither Party will use, disclose nor grant use of such Confidential Information except as expressly authorized by this Research Agreement. To the extent that disclosure is authorized by this Research Agreement, the disclosing Party will obtain prior agreement from its employees or agents to whom disclosure is to be made to hold in confidence and not make use of such information for any purpose other than those permitted by this Research Agreement. Each Party will use at least the same standard of care as such Party uses to protect such Party's own Confidential Information to ensure that such employees or agents do not disclose or make any unauthorized use of such Confidential Information. Each Party will promptly notify the other Party upon discovery of any unauthorized use or disclosure of the Confidential Information.
- 6.2 **Authorized Disclosure.** Each party will have the right to disclose the Confidential Information to the extent such disclosure is reasonably necessary to protect intellectual property, prosecuting or defending litigation, or complying with applicable laws, statutes, rules, governmental orders and regulations; provided however, that if such Party is required to make any such disclosure of Confidential Information, such party will to the extent practicable give reasonable advance written notice to the other Party and, except to the extent inappropriate in the case of protecting intellectual property, will use such Party's best efforts to secure confidential treatment of such information required to be disclosed.

Article 7 Publications

- 7.1 The University, as a Michigan public institution of higher education, engages only in research that is compatible and beneficial to, and consistent with, its academic role and mission. Therefore, results of research activities must be reasonably available for publication. COLLABORATOR agrees that the University including without limitation University students and postdoctoral associates working on the Project, may publish the methods and results of the Project in journals, theses or dissertations, and present at symposia, national or regional professional meetings, or otherwise, at its discretion; provided however, that the University and/or the University students and/or postdoctoral associates working on the Project will furnish COLLABORATOR with copies of all proposed publications and presentations at least thirty (30) calendar days before submission of such proposed publications and presentations. COLLABORATOR will then have thirty (30) calendar days ¹⁴²after receipt of said copies, to object to such proposed publications or presentations in whole or in part, in writing, because said

copies contain patentable subject matter. The University will refrain from submitting such publications or making such presentations for a maximum of thirty (30) calendar days from the date of receipt of COLLABORATOR's written objection to permit COLLABORATOR, or the Parties jointly, the opportunity to file patent application(s) with the United States Patent and Trademark Office and/or foreign patent office(s) directed to the patentable subject matter contained in the proposed publications or presentations.

Article 8 Intellectual Property

- 8.1 All rights, title and interests to Intellectual Property belong to COLLABORATOR, and COLLABORATOR is free to file or continue patent application(s) with the United States Patent and Trademark Office and/or foreign patent office(s) at COLLABORATOR's sole cost and expense.
- 8.2 All rights, title and interests to University Intellectual Property belong to the University, and the University is free to file or continue patent application(s) with the United States Patent and Trademark Office and/or foreign patent office(s) at the University's sole cost and expense.
- 8.3 The Parties will promptly notify each other in writing of the conception or making of any Joint Intellectual Property. In the event any Joint Intellectual Property is conceived or made, then each Party may use the Joint Intellectual Property for their own purposes, including without limitation publications pursuant to Article 7 of this Research Agreement, but may not sublicense the Joint Intellectual Property. The Parties agree to discuss mutually acceptable terms and conditions upon which Joint Intellectual Property may be sublicensed, and will reduce any such mutually acceptable terms and conditions to a written agreement; provided however, that nothing contained herein requires either Party to enter into or execute any further contract relating to sublicensing Joint Intellectual Property.

Article 9 – Term, Dispute Resolution and Termination

- 9.1 This Research Agreement will be in effect from the Effective Date and throughout the Contract Period unless terminated earlier pursuant to the provisions of this Article. The Parties will meet on or before 30 days prior to the end of the Contract Period to determine if the Research Agreement will be continued for the Extended Term. Notwithstanding anything contained herein to the contrary, the Parties may in writing extend the terms of this Research Agreement for additional or different periods pursuant to mutually acceptable terms and conditions.
- 9.2 Either Party may terminate this Research Agreement without cause upon forty-five (45) calendar days prior written notice to the other Party.
- 9.3 If a dispute arises between the Parties relating to the interpretation or performance of this Research Agreement or the grounds for termination thereof, and the Parties cannot resolve the dispute within ten (10) calendar days of a written request by either Party to the other Party, the Parties agree to hold a meeting, attended by individuals with decisionmaking authority regarding the dispute, to attempt in good faith to negotiate a resolution of the dispute prior to pursuing termination or other available remedies, legal or otherwise.
- 9.4 A Party may terminate this Research Agreement prior to the expiration of the Contract Period or if applicable the Extended Term, upon or after a material breach of any

Research Agreement; or, (b) any other action or omission of COLLABORATOR. This indemnification will survive termination of this Research Agreement.

- (b) University Indemnification of COLLABORATOR. The University, at the University's sole cost and expense, will defend, indemnify, and hold COLLABORATOR in both official and personal capacities ("COLLABORATOR Indemnified") harmless from and against any and all claims, demands, suits, damages, judgments, liabilities, losses and expenses, including without limitation, personal or bodily injury to or death of any person, defamation, infringement of copyright, trademark, patent or other intellectual property, and attorneys' fees and expenses of litigation, to which the COLLABORATOR Indemnified may become subject arising out of or relating to the willful misconduct and/or gross negligence of the University, provided however, that the University's obligations under this Article 10, Section 10.6(b) are limited in all respects by the Michigan Governmental Tort Liability Act, as amended, and nothing in this Research Agreement is intended to or can be deemed a waiver of governmental immunity or any other defenses by the University. This indemnification will survive expiration or termination of this Research Agreement.

- 10.7 Assignment. Except as expressly provided hereunder, neither this Research Agreement nor any rights or obligations hereunder may be assigned or otherwise transferred by COLLABORATOR without the prior written consent of the University; provided however, that COLLABORATOR will have the right to assign this Research Agreement and its rights and obligations hereunder without the University's consent in connection with the transfer or sale of all or substantially all of the business of Collaborator to which this Research Agreement relates to a third party, whether by merger, sale of stock, sale of assets or otherwise. Notwithstanding the foregoing, any such assignment will not relieve Collaborator of Collaborator's responsibilities for performance of Collaborator's obligations under this Research Agreement. The rights and obligations of the Parties under this research Agreement are binding upon and inure to the benefit of the successors and permitted assigns of the Parties. Any assignment not in accordance with this Research Agreement will be null and void ab initio.
- 10.8 Beneficiaries. This Research Agreement is for the sole and exclusive benefit of the Parties and neither Party intends to create a benefit in favor of any third party.
- 10.9 Non-Reliance. Collaborator acknowledges that the University has not made any representations, warranties, assurances or guarantees, of any kind, nature or description, express or implied, that this Research Agreement or the Project will succeed or provide a particular result, produce any specific data, product or other result, or result in or cause Collaborator or Collaborator's business enterprise(s) to succeed or achieve any specific objectives. Collaborator is capable of assuming, and does assume all risks related to this Research Agreement and the Project of every kind, nature and description.
- 10.10 Nonliability. Notwithstanding anything expressed or implied herein to the contrary, the University is not liable for money damages or otherwise to Collaborator for any loss or damage of any kind, nature, or description and whether founded in tort, contract or otherwise, including without limitation costs, expenses, losses and damages that result from or arise out of sickness, bodily injury or death of any person, or damage to or loss or destruction of any tangible or intangible personal property, lost revenues or lost profits, any special, punitive, incidental⁴⁴ or consequential damages that accrue to Collaborator or Collaborator's business enterprise even if the University had knowledge

of the possibility of such potential loss or damage, and whether caused by causes beyond the University's reasonable control, by reason of the University's actions in connection with, relating to, arising out of, and in fulfilling the University's obligations under this Research Agreement, or from any other cause whatsoever ("Monetary Damages"). Collaborator releases the University from any and all Monetary Damages that result from this Research Agreement. Collaborator's sole remedies for any material breach of this Research Agreement by the University are injunctive relief and specific performance of this Research Agreement.

- 10.11 Force Majeure. Neither Party will be liable or responsible to the other Party nor be deemed to have materially breached this Research Agreement for failure or delay in fulfilling or performing any term of this Research Agreement when such failure or delay is caused by or results from causes beyond the reasonable control of the affected Party, including, without limitation, fire, floods, earthquakes, natural disasters, embargoes, war, acts of war (whether war be declared or not), acts of terrorism, insurrections, riots, civil commotions, strikes, lockouts or other labor disturbances, other acts of God or acts, omissions or delays in acting by any governmental authority or the other Party.
- 10.12 Governing Law. Michigan law, including without limitation the Michigan Persons with Disabilities Civil Rights Act, the Michigan Elliott-Larsen Civil Rights Act, the Michigan Governmental Tort Liability Act ("Act"), and the Michigan Uniform Commercial Code, all as may be amended from time to time, including the provision that illegal discrimination by Collaborator may be considered a material breach of the Research Agreement, will govern the validity, construction and performance of the Research Agreement. Michigan will be the forum for any legal or equitable proceedings in connection with the Contract Document and Collaborator hereby submits to in personam jurisdiction in Michigan, waives any objection Collaborator may now or hereafter have to venue in Michigan or that any legal or equitable proceeding was brought in an inconvenient court, and agrees to service of process by overnight mail as well as any other manner permitted by Michigan law. Notwithstanding anything contained in the Research Agreement to the contrary, whether express or implied, no provision of Research Agreement waives the University's rights under the Act or effectively creates any direct or indirect liability for the University otherwise prohibited by the Act.
- 10.13 Waiver. The waiver from time to time by either Party of any right or failure to exercise any remedy will not operate or be construed as a continuing waiver of the same right or remedy or of any other of such Party's rights or remedies provided under this Research Agreement.
- 10.14 Severability. In case any provision of this Research Agreement is determined by a court of competent jurisdiction to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions will not in any way be affected or impaired thereby.
- 10.15 Independent Contractors. The Parties are each an independent contractor and the relationship between the Parties does not constitute a partnership, joint venture or agency of any kind. Neither Party has the authority to make any statements, representations or commitments of any kind, or to take any action that will be binding on the other Party, without the prior written consent of the other Party.
- 10.16 Compliance with Law. Each Party will be separately responsible for compliance with all federal, state, local and/or municipal¹⁴⁵ ordinances, regulations and laws, including nondiscrimination laws. This section includes the applicable sections of the Michigan

Persons With Disabilities Civil Rights Act and the Michigan Elliott-Larsen Civil Rights Act, and in particular, the provision that illegal discrimination by Collaborator may be considered a material breach of this Research Agreement.

- 10.17 **Export Control.** Collaborator represents and warrants to the University that none of Collaborator's Confidential Information or Collaborator Intellectual Property is export-controlled information as defined by United States laws and regulations controlling the export of certain: (a) dual use commodities, technology, software and information; and (b) defense item technology, software and information found on the United States Munitions List; including without limitation all Export Administration Regulations of the United States Department of Commerce and International Traffic in Arms Regulations of the United States Department of State.
- 10.18 **Notices.** All notices and other communications provided for hereunder must be in writing and must be mailed by firstclass, registered or certified mail, postage paid, or delivered personally, by overnight delivery service, by facsimile, or by electronic transmission with confirmation of receipt, addressed as follows:

If to the Collaborator:
Ford Administration Building
Attn: Dr. Amy Kruppe
1620 East Elza Dr.
Hazel Park, MI 48030

If to the University:

Office of Sponsored Programs
371 Wilson Blvd.
Rochester, MI 48309
gcsradmin@oakland.edu.com

With a copy to: General Counsel
 203 Wilson Hall
 Rochester, MI 48309

Either Party may, by like notice, specify or change an address to which notices and communications must thereafter be sent.

- 10.19 **Entire Agreement; Amendment.** This Research Agreement including the Recitals and exhibits attached hereto sets forth all of the agreements and understandings between the Parties with respect to the Project, and supersedes and terminates all contemporaneous and prior agreements and understandings between the Parties with respect to the Project. There are no agreements or understandings with respect to the Project, either oral or written, between the Parties other than as set forth herein. Except as expressly set forth in this Research Agreement, no subsequent amendment, modification or addition to this Research Agreement will be binding upon the Parties unless reduced to writing and signed by the respective authorized officers of each Party.
- 10.20 **Headings.** The captions contained in this Research Agreement are not a part of this Research Agreement, but are merely guides or labels to assist in locating and reading the several Articles hereof.

10.21 Counterparts. This Research Agreement may be executed in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Research Agreement as of the dates set forth below.

OAKLAND UNIVERSITY



David A. Stone, PhD
Name

Title Vice President for Research

Date: 9/14/22

HAZEL PARK SCHOOL DISTRICT



Amy Krupp
Name

Title Superintendent

Date: 8/29/2022

OU
Legal

7-11-22

Exhibit A – Project Statement of Work

Project Title: Mi-GUIDES: Michigan Groups United to Inspire, Drive, and Educate Students

Background

Hazel Park School District (HPSD) has several students and classrooms in need of more intensive and specialized behavioral interventions. Drs. Michael Kranak and Jessica Korneder will provide behavioral assessments and support for students and educators in HPSD. They will also supervise a team of two graduate OU students to support this project. This project will be executed during the 2022-2023 school year and will be evaluated annually for potential modification and extension for future school years.

The activities that will occur are described below.

Personnel

- Michael Kranak, PhD, BCBA-D - PI
 - Assistant Professor
 - Director of Research, Center for Autism
 - Role: Principal Investigator (PI)
- Jessica Korneder, PhD, BCBA-D
 - Associate Professor
 - Director of OU ABA Clinic
 - Role: Co-Investigator (Co-I)

Period of Performance:

- September 6, 2022 – May 1, 2023

Place of Performance

- All work will occur in buildings located within Hazel Park School District

Activities/Tasks

- The PI and Co-I will provide the following services totaling no more than 6 hrs/week for the PI and 1 hr/week for the Co-I. All tasks described below count towards the weekly time allotment of the PI and Co-I:
 - Supervise university student team members onsite
 - Hold team meetings with either university student team members and/or HPSD team members
 - Observe HPSD students
 - Meet with, coach, and troubleshoot with HPSD teachers/staff
 - Review assessments and behavior intervention plans (BIPs, described below)
 - Assist with or conduct functional behavior assessments (FBAs, described below)

- Assist with or develop BIPs
- Assist with or develop or modify curriculum or instructional material
- Provide full-team or school-wide workshops and trainings
- Graduate student team members will provide the following services, each graduate student will commit 20 hrs/week. Note that this includes any time needed for writing of assessments, reports, and treatment plans/BIPs):
 - Assist with any tasks as needed by either the PI and/or Co-I
 - Conduct Functional Behavioral Assessments (FBA)
 - FBAs consist of three main assessment methodologies: 1) indirect assessments/interviews, 2) direct observations, and 3) experimental functional analyses. Overall, FBAs lead to identification of the reason problem behaviors are occurring (i.e., “the function”).
 - This includes conducting of a functional analysis or other comparable assessment (e.g., concurrent operants assessment).
 - Write FBA reports and present data to relevant team members
 - Develop and implement Behavior Intervention Plan (BIP)
 - BIPs are targeted intervention protocols designed on a student-by-student basis aimed at improving some form of adaptive behavior (e.g., communication) and reducing problem behavior (e.g., aggression, yelling).
 - Modify and implement teaching programs
 - Take data with the PI or Co-I
 - Create training materials
 - Assist with workshops or trainings
 - Model behavior management strategies for staff members
 - Meet with and coach staff members in implementing behavioral treatments
- The graduate students will **not** serve as behavior technicians or full-time aids for identified students.
- Services will be provided in a maximum of four classrooms to 10 total students at any given time.

Schedule /Milestones (and any milestone reviews with sponsor)

- During the Fall and Winter semesters of the 2022/2023 school year, graduate students will be onsite for 15-20 hrs/week.

Reporting schedule

- The PI and Co-I will meet weekly to discuss progress on the project.
- The PI and Co-I will deliver a monthly in-person or written progress (via email acceptable) report to HPSD.
 - Additionally, the PI and Co-I will meet with HPSD to trouble shoot any issues as needed and as outlined in Article 3 above.
- Meet with HPSD to update on progress or troubleshoot any issues as needed.

- The PI, Co-I, and Oakland University team will draft and deliver a final report to HPSD within 30 calendar days of the project end date.

Project Total Cost - \$75,428

Faculty

- Michael Kranak (PI): 6 hrs/week for 45 weeks, \$12,327
- Jessica Korneder (Co-I): 1 hr/week for 45 weeks, \$2,224
- Mercedes Hughes (Graduate Assistant): \$21,000 stipend for 20 hrs/week for 45 weeks, funds for tuition for the 2022/23 school year (Fall and Winter Semesters)
- Lauren Bedell (Graduate Assistant): \$21,000 stipend for 20 hrs/week for 45 weeks, funds for tuition for the 2022/23 school year (Fall and Winter Semesters)

Project Payments

- A single payment of \$75,428 will be delivered to Oakland University upon execution of agreement



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

To: Amy Kruppe, Superintendent
From: Kristy Cales, Director of HR
Subject: Latchkey Lead Pay
Date: August 14, 2023

High-quality child care is an important resource supporting our Hazel Park School District families. We have been fortunate to have a quality latchkey program in the district for many years. Our affordable latchkey program has been the reason many parents have stayed or come to Hazel Park Schools. Staffing is a key component of providing high-quality care.

We are recommending an increase in hourly rate for the latchkey lead position from \$16.36/hour to \$18.04 an hour.

We are expecting once again to have around 36 students at each elementary site and each site will have a latchkey lead and a latchkey paraprofessional to staff each location. We believe that this increase will support the longevity of current staff as well as recruit new staff if necessary.

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.


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: Child Care Fund

Recommendation

That the Board of Education approve the increase in Latchkey Lead pay.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Dr. Amy Kruppe, Superintendent
From: Kristy Cales, Human Resources
Subject: Substitute Pay Rates - Update
Date: 7-12-23

Administration is providing the following informational items with regards to substitute pay rates for positions across the District. This is an update, pay was increased for the following positions, Custodian, Office Para, Bus Driver and Secretary in accordance with the new settled contracts.

Substitute Category	Pay Rate
Custodian	\$17.50
Office Para	\$15.00
Bus Driver	\$23.50
Daily Sub Teacher	\$145/day
Retired Sub Teacher	\$150/day
Long Term Sub	\$232.60/day
Secretary	\$18.00

Funding Sources:

Funding source is predicated to the assignment of the position

Strategic Plan: Goal Statement

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

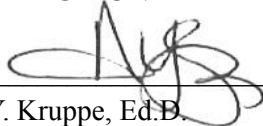
Resources - The Hazel Park School District will maximize its resources to assure high quality education by fostering financial stability, preserving and utilizing quality facilities, and integrating state-of-the-art-technology.

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 pay rates for the substitute positions.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Dr. Amy Kruppe, Superintendent
From: Kristy Cales, Director of HR
Subject: Advantage HPEA Contract
Date: 8/17/23

We are seeking the approval for the Advantage HPEA contract moving the certified teachers at Advantage into the HPEA Union.

Notable changes:

- Moving all certified teachers to the HPEA Non-Center Salary Schedule.
- Teachers at Advantage have a different daily schedule than other HPEA members as the nature of the program is different from traditional school.
- Advantage members will retain seniority for all years worked at Advantage.
- Advantage teachers who have not been part of HPEA before will donate 2 sick days from 2023-2024 to the union sick bank.
- Advantage teachers will be offered the same benefits as HPEA teachers.
- There are 3 Schedule B stipends for Advantage.

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 contact to move Advantage certified teachers to the HPEA Union

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent



TENTATIVE AGREEMENT

7/11/2023

Letter of Agreement
Hazel Park Schools and
Hazel Park Education Association
AAA Certified Personnel Accretion

Agreement between the Hazel Park Schools (hereafter “District”) and the Hazel Park Education Association (hereafter “Association” or “HPEA”).

The circumstances leading to this agreement are as follows: The Association petitioned with MERC for an election of representation. MERC granted the election and certified the staff members in question, employed in the alternative academy within the District, known as Advantage Alternative Academy (AAA), to be accreted into the Association.

The parties have engaged in good faith bargaining and therefore agree as follows:

1. The District is party to an existing collective bargaining agreement with the Association running through June 30, 2024.

Within Article I - Recognition, the Association shall represent all certified staff members in question employed in the alternative academy within the District, known as Advantage Alternative Academy, and those noncertified employees teaching in the Academy who become certified to teach.

2. The District has, through a PERA request made by the Association, identified seven additional certified staff members in AAA. Those members are:
 - a. Belegu, Majlinda
 - b. Bygrave, Orvileta
 - c. Higginbotham, David
 - d. Kaza, Stephanie
 - e. Lee, Marketa
 - f. Reynolds, Rodney
 - g. Wood, Nancy

Article 8/Schedule A:

3. As of the beginning of the 2023-24 school year the District shall place the seven bargaining unit members noted above on the existing HPEA salary schedule (“Schedule A” of the Association’s CBA) at the appropriate step and graduate lane as listed below:
 - a. Belegu, Majlinda: DR + 9, \$82,760
 - b. Bygrave, Orvileta: MA30 + 12, \$81,642
 - c. Higginbotham, David: MA15 + 9, \$80,248
 - d. Kaza, Stephanie: MA + 7, \$68,995
 - e. Lee, Marketa: MA45 + 10, \$79,801
 - f. Reynolds, Rodney: MA30 + 11, \$80,041

- g. Wood, Nancy: BA + 9.5, \$63,344

Article 9:

- 4. The current structure of the day (start & end times, format of school day) is different than other school buildings with Hazel Park schools. In recognition of those differences both the Association and the District shall agree to the following provisions:
 - a. Provide either an unencumbered and duty-free lunch period of at least thirty-five (35) minutes daily or shall pay the bargaining unit member a rate of \$35.00 for that period of time for each day it occurs. These periods of time shall be tracked on a District time sheet and turned-in weekly for processing.
 - b. Bargaining unit members shall receive daily preparation periods that are unencumbered from 7:30 am – 8:00 am and 2:10 pm – 2:30 pm.
 - c. The current schedule for Parent Teachers Conferences shall continue, to the effect that each trimester there shall be one half day of Parent Teacher Conferences in the evening, and there shall be a corresponding reduction of one-half day of service for AAA bargaining unit members for each such half day of evening Parent Teacher Conferences through early dismissals.
 - d. Section 9.A.3 shall be amended with respect to Advantage teachers to read as follows:

“School start and dismissal times are listed in Schedule C of the parties current collective bargaining agreement are not applicable to Advantage. The parties agree that prep time as outlined in Article 9(b) of this document and the attached calendar, referred to as Schedule C as referenced in Appendix A of this agreement, shall guide the parties on school start times.”

Article 14:

- 5. Add F. Members of the AAA shall retain seniority for those years worked in AAA and the HPEA.

Article 20:

- 6. Any and all sick time earned at the end of the 22/23 academic school year shall be rolled over into cumulative leave consistent with this article.
- 7. Beginning with the first day worked in the 2023-24 school year, all identified bargaining unit members shall receive twelve (12) days of sick time consistent with the parties collective bargaining agreement.

Article 22:

- 8. The District shall transfer two (2) sick days (or one (1) for part-time employees) for each of the five identified bargaining unit members not previously members of the HPEA (who are considered grandfathered) to the Master Sick Bank upon ratification of this agreement by both parties.

TENTATIVE AGREEMENT
7/11/2023

Article 27:

9. For the clarification purposes, this Letter of Agreement and accretion shall be considered a qualifying event for the identified members and shall have the appropriate time to enroll and take advantage of benefits and privileges of this article.

Schedule B:

10. Schedule B as currently outlined in the parties collective bargaining agreement shall not be applicable to Advantage bargaining unit members, but rather a separate Schedule B.1 shall apply as defined below:

Beginning in the 2023-2024 academic school year, all extra pay for extra duty specific to AAA shall be posted for one week/five business days.

Those bargaining unit members volunteering for a Schedule B position and working in the capacity for any Advantage Schedule B.1 position, including student clubs or organizations and/or athletics, shall be paid for the hours that they supervised and led that position at a rate of \$35 per hour for hours outside the school day, unless listed below with a corresponding stipend.

Schedule B.1 Stipends:

Class Advisor: \$450

Yearbook Advisor: \$750

Building Leadership Team Member: \$800

In general:

11. The District and the Association recognize these members shall be entitled to all the same rights and privileges that the current collective bargaining agreement for HPEA bargaining unit members as outlined in Appendix A of this document.
12. This Letter of Agreement shall run concurrently with the parties Collective Bargaining Agreement and shall be incorporated as agreed.
13. See the attached calendar attached to this proposal as the agreed upon school calendar for Advantage Alternative Academy (AAA).

For the District:

John Gierak
John Gierak (Jul 27, 2023 11:07 EDT)

Jul 27, 2023

Date

For the Association:

Christopher Roth

7/11/2023

Date

Appendix A:

Article #	Item	Issue(s) and/or variations from CBA and Specifics	Union Agree	District Agree
1	Recognition	None/All Apply; See Paragraph 1 and 2 in LoA.	Y	Y
2	BOE Rights and Responsibilities	None/All Apply	Y	Y
3	HPEA Rights and Responsibilities	None/All Apply	Y	Y
4	Teacher/Ancillary Rights	None/All Apply	Y	Y
5	Civil Rights	None/All Apply	Y	Y
6	Teacher/Ancillary Staff Responsibilities	None/All Apply	Y	Y
7	Joint Responsibilities	None/All Apply	Y	Y
8	Professional Compensation	All apply, except section I in the CBA; See LoA paragraph 3.	Y	Y
9	Teaching Hours, Work Day, and Week	See LOA paragraphs 4A thru 4D, Appendix C and Sections B, C, F, G and I do not apply in CBA	Y	Y
10	Teaching Conditions	None/All Apply	Y	Y
11	Class Size	None apply in CBA	Y	Y
12	Transfers and Vacancies	None/All Apply	Y	Y
13	Professional Qualifications & Assignments	All apply except sections D & H3 does not apply in CBA.	Y	Y
14	Seniority	All apply, except section A in CBA; See paragraph 5 in LoA.	Y	Y
15	Layoff and Recall	None Apply	Y	Y
16	Ancillary Staff Evaluation	None/All Apply	Y	Y
17	Teacher Development	None/All Apply	Y	Y
18	Union Representation	None/All Apply	Y	Y
19	Grievance Procedure	None/All Apply	Y	Y
20	Paid Leaves of Absence	None/All Apply; See paragraphs 6 & 7 and Appendix B in LoA	Y	Y
21	Unpaid Leaves of Absence	None/All Apply	Y	Y
22	Master Sick Bank	All Apply; See paragraph 8 in LoA	Y	Y
23	Retirement/Severance	None/All Apply	Y	Y
24	Protection of Teachers/Ancillary Staff	None/All Apply	Y	Y
25	Shared Teaching/Reserve Teacher	None/All Apply	Y	Y
26	Negotiations Procedure	None/All Apply	Y	Y
27	Insurance	None/All Apply; See paragraph 9 in LoA	Y	Y
28	State Mandated ESY	None apply in CBA.	Y	Y
29	Duration	None/All Apply	Y	Y
Sch A	Salary Schedules	None/All Apply; See paragraph 4 in LoA	Y	N
Sch B	Supplemental Pay	See paragraph 10 in LoA	Y	Y
Sch C	School Calendar for 2023-2024 Advantage Alternative Academy (AAA)	See attachment	Y	Y

Appendix B:

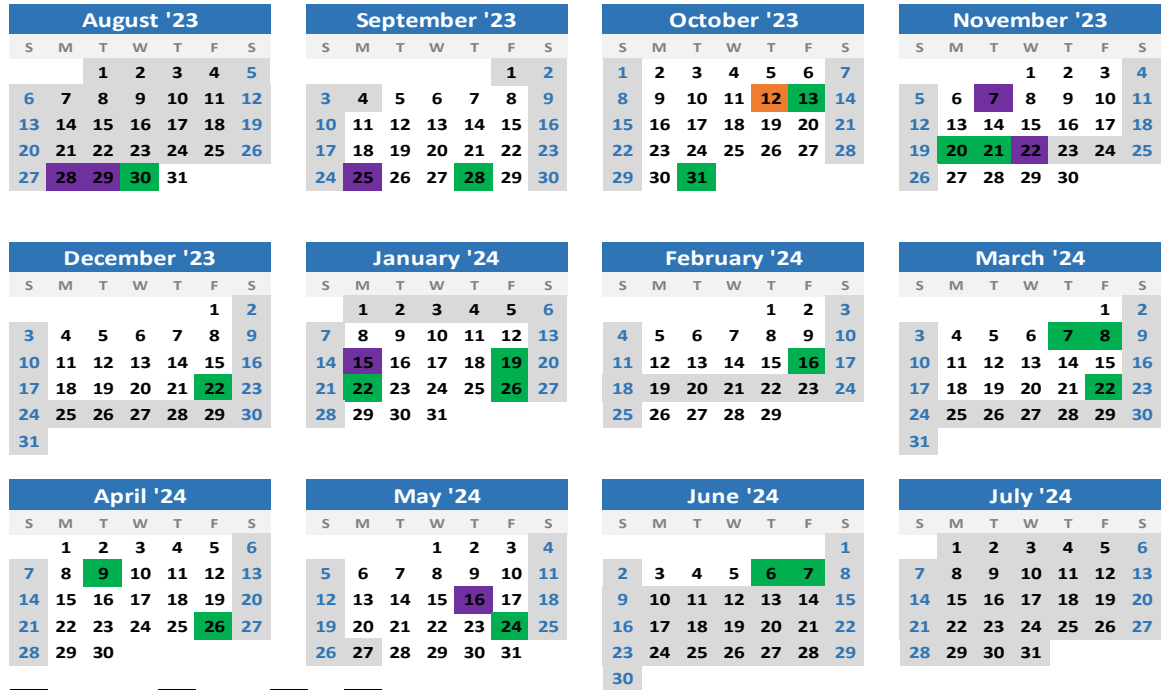
Hours that shall be rolled over into new leave balance shall include:

- a. Belegu, Majlinda: 8 hours
- b. Bygrave, Orvileta: 48.5 hours
- c. Higginbotham, David: 149 hours
- d. Kaza, Stephanie: 168 hours
- e. Lee, Marketa: 12 hours
- f. Reynolds, Rodney: 184.5 hours
- g. Wood, Nancy: 8 hours

TENTATIVE AGREEMENT 7/11/2023

2023-2024

2023-2024 Advantage Alternative School Calendar



No School
 Half Day
 PD
 In School

Monday	August 28	No students; PD Day, 5 hrs., 8-11 PD, 11-12 lunch, 12 - 2 PD.
Tuesday	August 29	No students; PD Day, 5 hrs., 8-11 PD, 11-12 lunch, 12 - 2 PD.
Wednesday	August 30	Half Day PM, First Trimester Begins.
Friday	September 1	Labor Day Holiday - No School
Tuesday	September 5	Classes Resume
Monday	September 25	No School; Teacher Choice PD, approved by Curriculum Director in advance 5 hrs.
Thursday	September 28	Half Day AM, Records PM
Thursday	October 12	Parent-Teacher Conferences, Times (District to provide)
Friday	October 13	Half Day AM, AAA Only
Tuesday	October 31	Half Day AM, District-wide; Records PM
Tuesday	November 7	No School; PD Day, 5 hrs., 8-11 PD, 11-12 lunch, 12 - 2 PD
Monday	November 20	Half Day AM - Trimester 1 Finals
Tuesday	November 21	Half Day AM - Trimester 1 Finals. Last day of first trimester.
Wednesday	November 22	Teacher Choice PD, approved by Curriculum Director in advance 5 hrs.
Thursday	November 23	Thanksgiving Holiday begins
Monday	November 27	First day of second trimester.
Friday	December 22	Half Day AM, Holiday Break begins PM.
Monday	January 8	Classes Resume
Monday	January 15	No School; Teacher Choice PD, approved by Curriculum Director in advance 5 hrs.
Friday	January 19	Half Day AM, District-wide; Records PM
Monday	January 22	Half Day AM, District-wide; Records PM
Thursday	January 25	Parent-Teacher Conferences, Times (District to provide)
Friday	January 26	Half Day AM, AAA Only
Friday	February 16	Half Day AM, Winter Break Holiday begins PM
Monday	February 26	Classes Resume
Thursday	March 7	Half Day AM - Trimester 2 Finals
Friday	March 8	Half Day AM - Trimester 2 Finals; Last day of second trimester.
Monday	March 11	First day of third trimester.
Friday	March 22	Half Day AM - Spring Break begins PM.
Monday	April 1	Classes Resume
Tuesday	April 9	Half Day AM, District-wide; Records PM
Thursday	April 25	Parent-Teacher Conferences, Times (District to provide)
Friday	April 26	Half Day AM, AAA Only
Thursday	May 16	No School; ; PD Day, 5 hrs., 8-11 PD, 11-12 lunch, 12 - 2 PD.
Friday	May 17	Last Day for AAA Seniors
Wednesday	May 22	AAA Graduation, Attendance not required for teachers.
Friday	May 24	Half Day AM - Memorial Day Holiday begins PM
Tuesday	May 28	Classes Resume
Thursday	June 6	Half Day AM, District-wide; Records PM
Friday	June 7	Half Day AM, District-wide; Records PM; End of third trimester. Last Day of School

Student Day: 8:00 am - 2:10 pm Full Day, 8:00 am - 11:15 am Half Day.
 Teacher Day: 7:30 - 2:30 pm. 7:30 - 8:00 am and 2:10 pm - 2:30 pm will be daily unencumbered prep time.



July 25, 2023

RE: Hazel Park School – Reauthorization Process

Dear MVCA Board:

The Charter Contract (“Contract”) between Michigan Virtual Charter Academy (“MVCA”) and Hazel Park Schools (“HPS”) is set to expire on June 30, 2024. The HPS Board of Education reauthorization recommendation is based on a holistic assessment of MVCA according to the terms and conditions of the Contract and includes a thorough review of MVCA’s performance, successes, and challenges. HPS is committed to ensuring that MVCA is preparing students academically for success in college, work and life. MVCA’s relationship with HPS is guided by the following three core questions:

1. Is the academic program successful?
2. Is the organization viable?
3. Is MVCA demonstrating good faith in following the terms of its Contract and all applicable law?

I am pleased to share that at this time, my office is preparing a recommendation to the Board of Education of HPS for a reauthorized Contract, for a term yet to be determined. The effective date of the new Contract will be July 1, 2024.

In preparation for developing the reauthorized Contract, we have included in this correspondence the Charter Contract Reauthorization Checklist (“Checklist”) which will provide your board and MVCA’s leadership with clear, concise and consistent expectations regarding the reauthorization process. This letter serves as the MVCA’s official correspondence as discussed in Step 1 of the Checklist.

Step 2 of the Checklist discusses various on-site reviews that will occur during the MVCA’s reauthorization process. HPS Superintendent’s Office will conduct a staff review and an Educational Program Review. Submission requirements for this process and these visits are addressed below.





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

Step 3 of the Checklist details the various submission requirements necessary in order to complete MVCA's reauthorized Contract. In an effort to streamline the submission process, HPS is requesting that the items detailed below be submitted electronically in either a Microsoft Word or Excel format (unless otherwise noted), and submitted (unless otherwise specified) via Epicenter on or before Nov. 1, 2023.

As always, I appreciate the time and energy you so freely give through your service on the MVCA Board, and I look forward to further discussions as to ways we can continue to strengthen our partnership. If you have specific questions regarding the reauthorization process, please contact me for further clarification.

Sincerely,

Dr. Amy Kruppe, Superintendent

CC: Jason Zirnis, Assistant Superintendent
James Paterson, Hazel Park District Counsel
Mark Weinberg





REAUTHORIZATION CHECKLIST

In our shared vision of providing a quality educational options for the students of Michigan, the reauthorization of the MVCA's contract is a significant milestone and represents an opportunity to renew our partnership.

Throughout this important time, three fundamental questions are considered:

1. Is the academic program successful?
2. Is the organization viable?
3. Is MVCA demonstrating good faith in following the terms of its contract and all applicable law?

These questions are sure to bring about valuable discussions that we look forward to having as they are reviewed within the context of MVCA's unique mission.

As you know, the contract includes a number of elements: it provides a performance agreement, a description of the MVCA's roles and responsibilities, and an outline of the school's curriculum and instructional methods, among other critical pieces of information. Although we use materials from the existing contract as much as possible, it is critical that the information in the new contract is accurate and relevant. Therefore, key items will need to be thoroughly reviewed. To that end, it is our sincere hope that this document proves to be a helpful tool that eliminates uncertainty and ensures clear expectations, allowing you to take thoughtful and deliberate action as you work toward the reauthorization of the contract.

As partners, we are here to support you in providing improved educational opportunities for the families you serve and preparing students for success in college, work and life.

WHAT IS REAUTHORIZATION?

When MVCA was first authorized by the HPS Board of Education, it was issued a charter contract for a set term. Upon or prior to the expiration of that term, a new contract must be issued in order for MVCA to continue its operations. Reauthorization is the process all public school academies in Michigan go through, in the academic year preceding their contract term expiration, in order for a new contract to be issued.

REAUTHORIZATION PROCESS

Step 1: Official Correspondence from Hazel Park Schools

This correspondence reminds the MVCA board that the contract represents the legal agreement between the MVCA and HPS and, as such, prescribes the terms and performance goals for MVCA. The correspondence also delineates the reauthorization process and timeline – including on-site reviews and document submission requirements.

Step 2: On-Site Visitations

During the reauthorization process, MVCA will receive the following on-site reviews:





- **Staff Review**

HPS, or its designee will conduct a review of MVCA personnel records to ensure compliance with applicable law. As appropriate, the HPS will work with the MVCA leadership to schedule the review and provide additional guidance regarding this process.

- **Educational Program Review (EPR)**

The EPR is a process that assists HPS in determining the extent to which MVCA has implemented the Educational Program described in the contract. As appropriate, HPS will work with MVCA to schedule the review and provide additional guidance regarding this process.

Step 3: Submission Requirements

MVCA's submission requirements are listed below. Please submit these materials electronically (in Microsoft® Word® or Excel® format, unless otherwise indicated), to allow for necessary editing).

General Reauthorization Submissions

- [Reauthorization Contact Form](#)
- [Reauthorization Questionnaire](#)
- [Board Policy Certification Form](#)
- [National Standards for Quality Online Programs \(iNaCOL\) Self-Assessment](#)

Organizational Structure

- School board-reviewed draft ESP Agreement, with letter of opinion from Academy legal counsel
- Position descriptions for any new positions or for any position descriptions that have been modified

Curriculum

- Updated curriculum materials, with explicit indication of alignment to Michigan standards in the core subjects

Grade Levels and Maximum Enrollment

- Age, Grade Range and Maximum Enrollment.
- If the school board is considering changes to its grade levels and/or maximum enrollment numbers, additional materials may be requested.



School Calendar

- Draft calendar for the 2024-2025 academic year that complies with applicable law.
- The calendar is required to include: (1) the first and last day of the academic year; (2) the start and end times for a typical school day; and (3) the number of hours and days of instruction for the school year.

Step 4: MVCA Board of Director's Review

The entire contract, including standard legal documents prepared by HPS, will be provided to the MVCA board with adequate time for review prior to HPS board action. In addition to the contract, HPS will provide any standard resolutions that may require MVCA board action.

Step 5: Contract Finalization

A HPS representative will attend the meeting at which the MVCA board approves the contract and any required standard resolutions. Signed contract documents and resolutions will be submitted by MVCA via Epicenter. HPS will secure the signature of the Board of Education Chair and then submit the contract to the Michigan Department of Education.

We stand ready to provide clarity to MVCA on any of the steps in the reauthorization process. If you have any questions, please contact me at your convenience.



Ford Administration
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www.hazelparkschools.org

To: Amy Kruppe, Superintendent
From: Jason Zirnis, Asst Superintendent of Business and Operations
Subject: Safety Classroom Kits
Date: August 17, 2023

In conjunction with Safety Assessment we are requesting the purchase of Safety Kits for Classrooms which contain

Water, First Aid, Flash Light, Work Gloves, Safety Vest, Pry Bar and more.



Classroom / Teacher Emergency Kit


We are requesting the approval to purchase these kits for \$13,100. These kits will be placed in every classroom with the Stop the Bleed Kits and available in the case of an emergency.

Funding Source: Section 97 Funds

Recommendation

That the Board of Education approve the Safety Kits for \$13,100

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Amy Kruppe, Superintendent
From: Jason Zirnis, Asst Superintendent of Business and Operations
Subject: Safety Blinds
Date: August 17, 2023

In conjunction with Safety Assessment and the door and hardware replacement project that District is undertaking we are requesting to order an initial allotment of safety blinds for classrooms where the doors are not going to be replaced, just the hardware. We have sampled the Nightlock Safety Blind and it is easy to use and maintain. Depending on the size of the window in the door the product is retailing between \$16 and \$43.




We are requesting the approval to purchase blinds in an amount not to exceed \$26,000. The placement of the blinds would include the Jr. High, United Oaks, Webster and Webb.

Funding Source: Section 97 Funds

Recommendation

That the Board of Education approve the Safety Blinds, not to exceed \$26,000.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Amy Kruppe, Superintendent
From: Jason Zirnig, Asst Superintendent of Business and Operations
Subject: Concession Equipment
Date: August 17, 2023

The District is moving the concession operations to Chartwells Food Service Company to ensure that the operations are properly licensed, at least one employee is Servsafe, the facilities are going to be properly maintained and inspected and are open for all events, we are requesting to purchase the following items:

- Electric Ventless Convection Oven/Hold
- Freezer
- Cooler
- Popcorn Machine
- Pizza Oven
- Pretzel Display and Warmer
- Heated Slide
- Slush Machine
- Handwashing sinks and station

Total, pre-tax/freight not to exceed \$25,000

The current operations will be covered under the Districts special event licenses. All proceeds net of costs will be allocated to District Programs programs and an annual report will be provided to the Board outlining the activities and where the excess funds have been allocated.

Funding Source: Food Service Fund

Recommendation

That the Board of Education approve the Concession Stand Equipment not to exceed \$25,000.

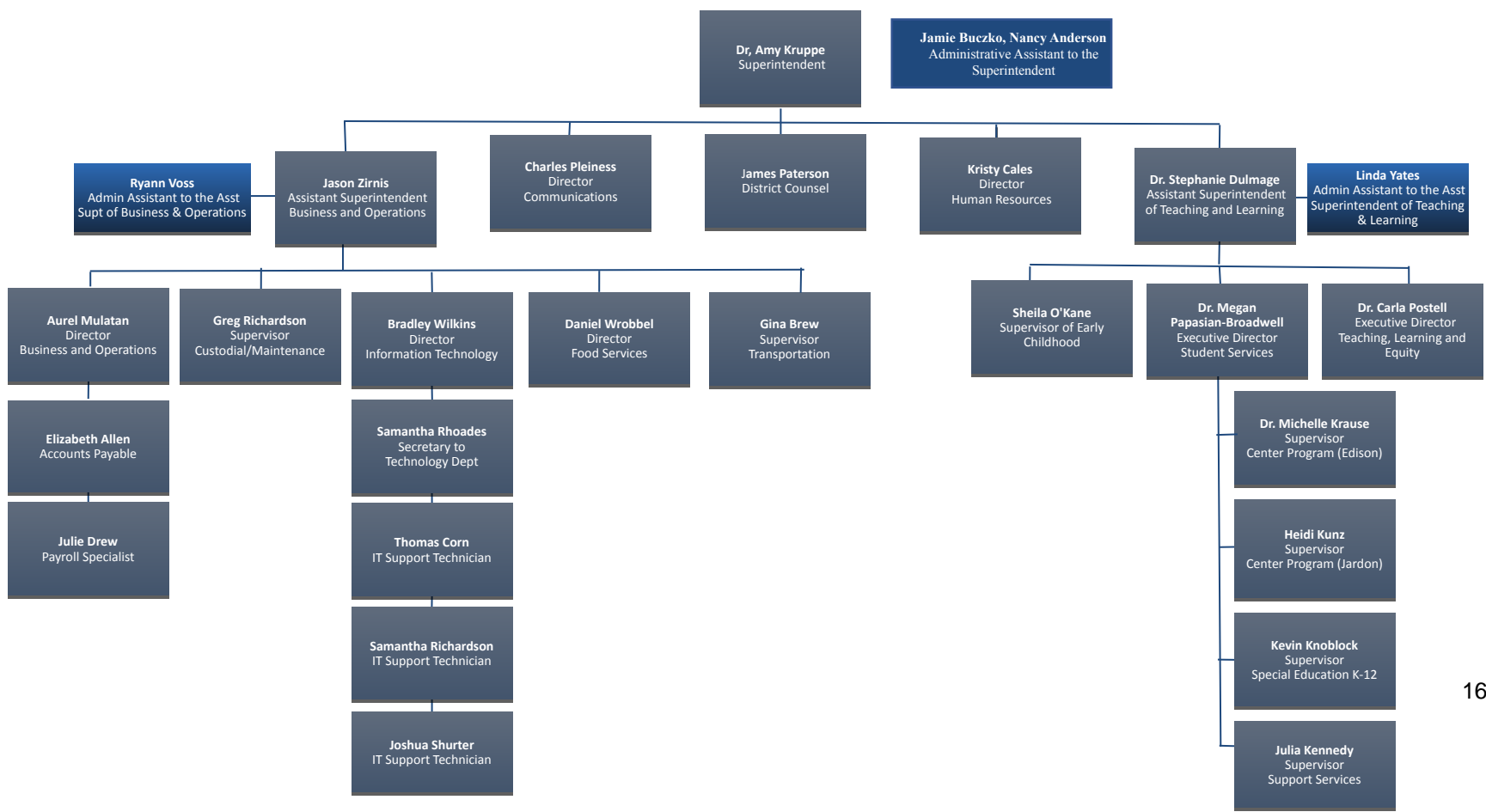
**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



Hazel Park Schools
Organizational Chart
And
Job Responsibilities
2023-2024





Superintendent

Dr. Amy Kruppe, Ed.D.

Administrative Assistant: Jamie Buczko

- Board Relationship
- Executive Counsel
- Supervise and coach District Administration
- Enrollment and state reporting
- Strategic Partnerships
- Community Engagement
- Title Grant Writing
- Evaluation
- Safety and Security

Assistant Superintendent - Business and Operations

Jason Zirnis

Administrative Assistant: Ryann Voss

- Audits & Compliance
- Technology
- Athletics
- Transportation
- Facilities Management
- Safety and Security
- Payroll and Benefits
- Capital Projects/Sinking Funds
- Risk Management
- Facility Rentals
- State & Federal Fiscal Compliance Management
- Budget and Financial Management
- Debt Management
- Other duties as directed by Superintendent

Assistant Superintendent of Teaching and Learning

Dr. Stephanie Dulmage, Ed.D.

Administrative Assistant: Linda Yates

- EC-12 Curriculum, Instruction, and Assessment - General & Special Education
 - Future-Focused Programming (Including Advantage)
 - Instructional Tech and STEM
- Teaching and Learning Department Budget
- Supervision of Teaching and Learning Department Personnel (General and Special Education) and Early Childhood Director
- Power School - Curriculum, Instruction, and Data
- Professional Learning
- Multi-Tiered System of Support -Academic and Non-Academic
- K-12 School Improvement, Accountability, and Data
- Implementation of state, federal, and local grants
- Curriculum Writing Team
- K-12 Instructional Coaches
- K-8 State and K-12 Local Assessments
- Field Trips and Conference Requests
- EC-8 After School Programming
- Oakland University and Other Teaching and Learning Partnerships
- K-12 Instructional Coaches
- K-12 ESL
- Other duties as directed by Superintendent

Director of Human Resources

Kristy Cales

Administrative Assistant: Nancy Anderson

- REP completion.
- Communicator and organizer of New Teacher Program
- Title IX
- Hiring of Staff
- Negotiations
- Teacher Wellness
- Employee Benefits
- Other duties as assigned by the Superintendent

Executive Director of Teaching, Learning and Equity

Dr. Carla Postell

Secretary: Kristina Herron

- Diversity, Equity, and Inclusion
- Career Focused Education
- Early College
- Post-Secondary
- McKinney Vento
- K-12 Reproductive Health Support
- K-12 Teacher and Intern Approval - General and Special Education
- 6-12 Counseling & Credit Recovery
- Mentoring Process
- Teacher Choice PD
- 9-12 State Assessments and AP Testing (All Schools)
- Curriculum Council
- Implementation of state, federal, and local grants related to areas of oversight
- Other duties as directed by Superintendent

Executive Director of Student Services

Dr. Megan Papasian-Broadwell, Ed.D.

Secretary: Rochelle Tassie

Secretary: Mona Souleyrette

- Seclusion/Restraint Monitoring
- Special Education Enrollment/ Cooperative Agreements
- Special Education Audits: (MIAccess, Transition, IEP)
- State Complaints and Due Process Hearings
- Special Education Personnel
- 504 Plan Coordination and IEP Process
- Homebound Services
- Early On/Child Find Coordination
- Special Education State Assessments
- Extended School Year
- Oversight Special Education Data
- Medicaid
- Center Programs
- MCA and INVEST
- Advantage - Special Education and Student Support Services
- Other duties as directed by Superintendent

Director of Technology

Bradley Wilkins

Secretary: Samantha Rhoades

- Webmaster
- Network Management
- Technology Problem Solving
- Telecommunications
- Online Learning Access
- Technology Management/Renewals
- Video Surveillance System
- Door/Swipe Access Management
- Security Systems
- Server Management
- Staff/Student Account Management
- Other duties as assigned by the Superintendent

Director of Communication

Charles Pleiness

- Responsible managing and executing communication projects.
- Hazel Park's print and electronic communication materials.
- Develop position papers/articles on topics of importance to Hazel Park public schools.
- Primary media contact.
- Write impact press releases and media advisories.
- Manage all media and community relations events and activities.
- Plan and execute newsworthy, measurable programs to highlight Hazel Park.
- Represent Hazel Park on local, regional, state and national communication associations.

Counsel

James Paterson

- Workmans comp
- Safety and Security
- Contracts
- Policies / Administrative Procedures
- Title IX
- Other duties as directed by Superintendent

School	Y5	kdg	1	2	3	4	5	6	7	8	9	10	11	12	PH	EA	TOTAL
Hoover	0	30	41	52	48	46	44	0	0	0	0	0	0	0	0	0	261
United Oaks	13	49	48	67	58	60	47	0	0	0	0	0	0	0	0	0	342
Webb	7	46	43	57	62	62	43	0	0	0	0	0	0	0	0	0	320
JHS	0	0	0	0	0	0	0	154	147	139	0	0	0	0	0	0	440
High School	0	0	0	0	0	0	0	0	0	0	150	147	131	139	0	0	567
Jardon	1	0	1	0	0	2	0	1	2	2	1	0	1	0	62	0	73
Edison	0	0	1	2	0	2	3	9	7	11	7	9	8	5	5	0	69
Advantage	0	0	2	2	0	1	0	3	1	6	8	10	19	85	0	0	137
Invest	0	0	0	0	0	0	0	0	0	0	10	67	66	62	0	0	205
MI Cyber	0	0	0	0	0	0	0	0	0	0	8	82	90	127	0	0	307
Viking Virtual	0	0	0	0	0	0	0	0	0	0	0	9	12	30	0	0	51
Webster																27	27
											GSRP/PRESCHOOL						64
Totals	21	125	136	180	168	173	137	167	157	158	184	324	327	448	67	27	2863
																64	2863
As of 8/16/23																	

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School	Y5	kdg	1	2	3	4	5	6	7	8	9	10	11	12	PH	EA	TOTAL
Hoover	0	33	51	50	46	45	47	0	0	0	0	0	0	0	0	0	272
United Oaks	8	46	61	50	56	38	54	0	0	0	0	0	0	0	0	0	313
Webb	3	46	44	62	65	43	58	0	0	0	0	0	0	0	0	0	321
JHS	0	0	0	0	0	0	0	151	139	152	0	0	0	0	0	0	442
High School	0	0	0	0	0	0	0	0	0	0	162	132	145	127	0	0	566
Jardon	1	1	0	0	2	1	1	1	2	1	0	1	0	2	45	0	58
Edison	0	0	2	0	2	3	8	7	12	4	11	9	5	4	1	0	68
Advantage	0	1	2	0	1	1	0	1	5	3	3	5	17	80	0	0	119
Invest	0	0	0	0	0	0	0	0	0	0	22	60	50	61	0	0	193
MI Cyber	0	0	0	0	0	0	0	0	0	0	65	83	78	90	0	0	316
Viking Virtual	0	0	0	0	0	0	0	0	0	0	1	9	15	32	0	0	57
Webster																24	24
											GSRP/PRESCHOOL						31
Totals	12	127	160	162	172	131	168	160	158	160	264	299	310	396	46	24	2749
as of 8/17/22																	

Suggested Calendar Holds

Board of Education Meeting Dates

2023 - 2024 School Year

Mon.	8/14/23	Committee Meetings: Personnel 2:00pm Policy 3:00pm Finance 4:00pm Buildings & Grounds 5:00pm	
Wed.	8/17/23	2023 Back to School Legal Workshop (Virtual)	8:30am
Mon.	8/21/23	Board of Education Regular Meeting	5:30pm
Mon	8/28/23	Board of Education Workshop	5:00pm
Wed.	9/6/23	MASB Tool-Specific Superint Eval (In-person)	6:00pm
Thur.	9/7/23	WCASB CBA Courses (In-person)	6:00pm
Mon.	9/11/23	Committee Meetings: Personnel 2:00pm Policy 3:00pm Finance 4:00pm Buildings & Grounds 5:00pm	
Wed.	9/13/23	Behind the Scenes at the Capital Fall 2023 (In-person)	8:00am
Wed.	9/13/23	New Board Member Webinar: Strategic Plan (Virtual)	12:00pm
Thurs.	9/14/23	WCASB CBA Courses (In-person)	6:00pm
Mon.	9/18/23	Board of Education Regular Meeting	5:30pm
Tues.	9/19/23	Member Matters Webinar (Virtual)	12:00pm

Wed.	9/20/23	CBA 223: Parliamentary Procedure (Virtual)	6:00pm
Mon.	10/2/23	Board of Education Workshop	5:00pm
Tues.	10/3/23	MASB Tool-Specific Superintendent (Virtual) Evaluation Training	6:00pm
Wed.	10/11/23	New Board Member Webinar Series: (Virtual) Working With Your Superintendent	12:00pm
Thurs.	10/12/23	Preparing for Your Organizational Meeting Workshop	9:00am
Mon.	10/16/23	Committee Meetings: Personnel 2:00pm Policy 3:00pm Finance 4:00pm Buildings & Grounds 5:00pm	
Mon.	10/23/23	Board of Education Regular Meeting	5:30pm
Mon.	11/6/23	Board of Education Workshop	5:00pm
Wed.	11/8/23	New Board Member Webinar Series: (Virtual) The Importance of Policy	12:00pm
Mon.	11/13/23	Committee Meetings: Personnel 2:00pm Policy 3:00pm Finance 4:00pm Buildings & Grounds 5:00pm	
Tues.	11/14/23	Member Matters Webinar (Virtual)	12:00pm
Mon.	11/20/23	Board of Education Regular Meeting	5:30pm
Mon.	12/4/23	Board of Education Workshop	5:00pm

Wed. 12/6/23	MASB Tool-Specific Superintendent (Virtual) Evaluation Training	6:00pm
Mon. 12/11/23	Committee Meetings:	
	Personnel	2:00pm
	Policy	3:00pm
	Finance	4:00pm
	Buildings & Grounds	5:00pm
Wed. 12/13/23	New Board Member Webinar Series: (Virtual) Panel Discussion	12:00pm
Mon. 12/18/23	Board of Education Regular Meeting	5:30pm
Mon. 1/8/24	Board of Education Workshop	5:00pm
Mon. 1/15/24	Committee Meetings:	
	Personnel	2:00pm
	Policy	3:00pm
	Finance	4:00pm
	Buildings & Grounds	5:00pm
Mon. 1/22/24	Board of Education Regular Meeting	5:30pm
Mon. 2/5/24	Board of Education Workshop	5:00pm
Mon. 2/12/24	Committee Meetings:	
	Personnel	2:00pm
	Policy	3:00pm
	Finance	4:00pm
	Buildings & Grounds	5:00pm
Mon. 2/26/24	Board of Education Regular Meeting	5:30pm
Mon. 3/4/24	Board of Education Workshop	5:00pm

Mon. 3/11/24	Committee Meetings:		
	Personnel	2:00pm	
	Policy	3:00pm	
	Finance	4:00pm	
	Buildings & Grounds	5:00pm	
Mon. 3/18/24	Board of Education Regular Meeting		5:30pm
Mon. 4/1/24	Board of Education Workshop		5:00pm
Mon. 4/8/24	Committee Meetings:		
	Personnel	2:00pm	
	Policy	3:00pm	
	Finance	4:00pm	
	Buildings & Grounds	5:00pm	
Mon. 4/15/24	Board of Education Regular Meeting		5:30pm
Mon. 5/6/24	Board of Education Workshop		5:00pm
Mon. 5/13/23	Committee Meetings:		
	Personnel	2:00pm	
	Policy	3:00pm	
	Finance	4:00pm	
	Buildings & Grounds	5:00pm	
Mon. 5/20/24	Board of Education Regular Meeting		5:30pm
Mon. 6/3/24	Board of Education Workshop		5:00pm
Mon. 6/10/24	Committee Meetings:		
	Personnel	2:00pm	
	Policy	3:00pm	
	Finance	4:00pm	
	Buildings & Grounds	5:00pm	

Mon. 6/17/24

Board of Education Regular Meeting

5:30pm