



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

June 17, 2024

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)

SPECIAL ORDER OF BUSINESS

A. Youth Assistance Presentation

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.

A. Approval of Minutes

- 1) Board Meetings 4
 - a. Monday, January 22, 2024 Regular Meeting Closed Session Minutes*
 - b. Monday, March 18, 2024 Regular Meeting Closed Session Minutes*
- 2) Committee Meetings 26
 - a. Monday, May 13, 2024 Committee of the Whole Meeting Closed Session

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B. <u>Monthly Financial Reports</u>	<u>37</u>
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E. <u>2024-25 MHSAA Membership Resolution</u>	<u>54</u>
F. <u>2024 American Association of School Administrators (AASA) Conference</u>	<u>57</u>
G. <u>2024-25 Michigan Association of Superintendents & Administrators (MASA) Renewal</u>	<u>58</u>
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J. Camp Hazelwood (Action Item)	146
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B. Enrollment	
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CALENDAR DATES	
A. Thursday, June 20, 2024 Board of Education Workshop 2:00pm	
B. Wednesday, June 26, 2024 Budget Hearing 3:00pm	
PUBLIC COMMENT	

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

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

**BOARD MEMBER AND ADMINISTRATION COMMENTS
ADJOURNMENT**

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

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

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

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

CALL TO ORDER

The Regular Meeting of the Hazel Park Board of Education was held at the Hazel Park High School on April 15, 2024 and was called to order by President Nagy at 5:30 pm.

ROLL CALL

Members Present: Fortress, Hinton, Laframboise, Rattee, Nagy
Members Absent: Baldwin
Others Present: Kruppe, Zirniss, Dulmage, Cales

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA (Action Item)

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

Discussion

Roll Call Vote

Yeas: Fortress, Laframboise, Hinton, Rattee, Nagy

Nays:

Motion carried.

SPECIAL ORDER OF BUSINESS

- A. Student of the Month
- B. Student Athletes Recognition
- C. Robotic Recognition
- D. Band Recognition
- E. Cregger Plumbing
- F. Support Staff Person of the Year
- G. Advantage Representatives
- H. Junior High Representatives
- I. High School Representatives
- J. High School Presentation

PUBLIC COMMENT

Jonathon Tockstein
3635 Los Angeles Ave
Warren MI 48091

Ben Cronk is unable to be here tonight, so I am presenting this on his behalf. Kudos to band students and the band director for their hard work. Ms. Lentz has invested in these kids with her leadership, she has shared her knowledge and skills with these students. We will miss her creative approach to teaching. I am Ms. Lentz’s husband and I want to congratulate her and say I love her so much.

Lauren Smith
2327 Garfield
Ferndale MI 48220

I am the assistant manager for the band director. She has brought a high level of achievement and the students have responded well. They received straight 1’s at Festival. I would also like to say congratulations to the band students.

Angell Whittie
23081 Vassar Ave
Hazel Park MI 48030

I have students here that wish to speak regarding the band director. Dan Phaup said Ms. Lentz does a great job and he is sad to see her go. David Justice shared that she has taught him a lot on all the different instruments he plays and that is because of her.

Quinn Zegler
755 W Cambourne
Ferndale MI 48220

Spoke of the millage proposal for Ferndale regarding the Headlee override that is currently expiring in 2025. The full report can be found on the city council's webpage. If it doesn't pass there will be many cuts to things like Parks and Rec, to the special events that happen around the city. If it does pass they will be able to continue to maintain these services as well as introduce new services and events.

Kaiya Cook
23077 Harding
Hazel Park MI 48030

I am here supporting Ms. Lentz, she has done great things and has helped us to become successful.

Sue Hemple
1203 E Hayes
Hazel Park MI 48030

I would like to know why we can spent \$11,000 on new uniforms and can't provide socks for soccer and softball. I would also like to say we have a lot of talented staff her and when it comes to moving up in your career I think staff should be given a chance to advance as well.

Jamar Pippen
1571 E Elza
Hazel Park MI 48030

I am a member of the band and I want to say thank you to Ms. Lentz. I have been here in this district for about six months. I would not have done band if not for her. She has taught me and given me the courage to move forward.

CONSENT AGENDA (Action Items)

- A. Approval of Minutes
 - 1. Board Meetings
 - 2. Committee Meetings
- B. Monthly Financial Reports
- ~~C. Personnel Recommendations~~
- D. Conference Requests

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

Discussion

Roll Call Vote

Yeas: Rattee, Fortress, Hinton, Laframboise, Nagy

Nays:

Motion carried.

OLD BUSINESS

- A. Assistant Superintendent Stipend (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the Assistant Superintendent Stipend, as presented.

Discussion

Regular Meeting

Roll Call Vote

Yeas: Rattee, Nagy

Nays: Fortress, Hinton, Laframboise

Motion failed.

B. Administration/Central Office 2024-2025 Salaries (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve pay increases for the central office administrative and support staff for the 2024-2025 school year.

Discussion

Yeas: Rattee, Nagy

Nays: Fortress, Hinton, Laframboise

Motion failed.

C. 2024-2025 Handbooks (Action Item)

Motion made by Fortress, supported by Laframboise, that the Board of Education table 2024-2025 Handbooks.

Discussion

Roll Call Vote

Yeas: Fortress, Hinton, Laframboise

Nays: Rattee, Nagy

Motion failed.

Motion made by Rattee, that the Board of Education approve the handbooks for the 2024/25 school year, as presented.

Discussion No support received.

Motion failed.

D. MVCA Contracts (Action Item)

Motion made by Fortress, that the Board of Education table MVCA Contracts.

Motion rescinded by Fortress.

Motion made by Fortress, supported by Hinton, that the Board of Education approve the MVCA Contracts, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Hinton, Laframboise, Rattee, Nagy

Nays:

Motion carried.

E. Transportation for Elementary (Action Item)

Motion made by Rattee, that the Board of Education approve the Transportation for Elementary, as presented.

Discussion No support received.

Motion failed.

NEW BUSINESS

A. Oakland School FY2025 Budget (Action Item)

Motion made by Fortress, supported by Laframboise, that the Board of Education approve the Oakland School FY2025 Budget, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Laframboise, Hinton, Rattee, Nagy

Nays:

Motion carried.

B. Michigan Arts Access Grant (Informational Item)

C. Chartwells Renewal Contract (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the Food Service Contract with the MDE rate increase of 2.5%.

Discussion

Roll Call Vote

Yeas: Rattee, Hinton, Laframboise, Nagy

Nays: Fortress

Motion carried.

D. Additional Michigan Cyber Academy (MCA) Teacher (Action Item)

Motion made by Rattee, supported by Fortress, that the Board of Education approve the hiring of a 1.0 FTE General Education Teacher.

Discussion

Roll Call Vote

Yeas: Rattee, Fortress, Hinton, Laframboise, Nagy

Nays:

Motion carried.

E. 2024-2025 Non-Certified Staffing (Action Item)

Motion made by Rattee, that the Board of Education approve the uncertified staff for the 24/25 school year.

Discussion No support received.

Motion failed.

F. Non-Union Contract Agreement (Action Item)

Motion made by Rattee, that the Board of Education pay increases and contract changes for the non-union group for the 2024-2025 school year, as presented.

Discussion No support received.

Motion failed.

G. 2024-2025 Ancillary Services for Vendor Programs (Action Item)

Motion made by Rattee, supported by Fortress, that the Board of Education approve the updates to the 2024-2025 projected Certified Staffing, as presented.

Discussion

Roll Call Vote

Yeas: Rattee, Fortress, Hinton, Laframboise, Nagy

Nays:

Motion carried.

H. 2024-2025 Junior High Principal (Action Item)

Motion made by Rattee, supported by Hinton, that the Board of Education approve the movement of Ms. Carla Beach to the position of Hazel Park Junior High School Principal beginning in the 2024/2025 school year.

Discussion

Roll Call Vote

Yeas: Rattee, Fortress, Laframboise, Nagy

Nays: Hinton

Motion carried.

I. Extended School Year (Action Item)

Motion made by Rattee, supported by Laframboise, that the Board of Education approve the Extended School Year services, as presented.

Discussion

Roll Call Vote

Yeas: Rattee, Laframboise, Fortress, Hinton, Nagy

Nays:

Motion carried.

J. Edison Padding Replacement (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the replacement and repair of the padding for \$23,590, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

K. RFP Doors (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the RFP for the door and lock replacement.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

L. 2024-2025 Museum Contract (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the renewal of the Erickson Building lease, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

M. Resolution for Teacher Appreciation (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the Resolution for Teacher Appreciation, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

N. Overnight Football Trip (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the overnight trip for the Boys Varsity Football Team, as a cost not to exceed \$7000 as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

O. Board Member Training (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the Board Member Training, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

P. 2024-2025 American Reading Company (ARC) (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approves the purchase of the American Reading Company core reading resource for grades K-9, in an amount not to exceed \$324,425.

Amended Motion: Motion made by Fortress, supported by Rattee, that the Board of Education approves the purchase of the American Reading Company core reading resource for grades K-10, in an amount not to exceed \$324,425.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

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

R. Metal Detector (Action Item)

Motion made by Rattee, supported by Laframboise, that the Board of Education approve the purchase of two metal detectors at a cost not to exceed \$43,000, as presented.

Discussion

Roll Call Vote

Yeas: Rattee, Laframboise, Fortress, Hinton, Nagy

Nays:

Motion carried.

S. 2024-2025 Substitute Pay (Action Item)

Motion made by Rattee, that the Board of Education approve the pay rates for the substitute positions.

Discussion No support received.

Motion failed.

T. E-collect (Action Item)

Motion made by Rattee, supported by Laframboise, that the Board of Education support the purchase of PowerSchool's Ecollect at a cost of \$7,236.96, as presented.

Discussion

Roll Call Vote

Yeas: Rattee, Laframboise, Fortress, Hinton, Nagy

Nays:

Motion carried.

U. Student Leadership Camp (Action Item)

Motion made by Rattee, supported by Laframboise, that the Board of Education approve the Student Leadership Camp, as presented.

Discussion

Roll Call Vote

Yeas: Rattee, Laframboise, Fortress, Hinton, Nagy

Nays:

Motion carried.

V. PowerSchool Professional Development (Action Item)

Motion made by Rattee, supported by Laframboise, that the Board of Education approve the PowerSchool Professional Development, as presented.

Discussion

Roll Call Vote

Yeas: Rattee, Laframboise, Fortress, Hinton, Nagy

Nays:

Motion carried.

W. Personnel Recommendations (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the Personnel Recommendations, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

X. 2024-2025 Substitute Pay (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the pay rates for the substitute positions.

Discussion

Motion carried.

Y. Athletic Socks (Action Item)

Motion made by Fortress, supported by Laframboise, that the Board of Education approve the purchase of two (2) pair of athletic socks for Softball and Soccer, as presented.

Amended Motion: Motion made by Fortress, supported by Laframboise, that the Board of Education approve the purchase of one (1) pair of athletic socks for all athletes, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Laframboise, Hinton, Rattee, Nagy

Nays:

Motion carried.

SUPERINTENDENT REPORT

- A. Enrollment
- B. Fundraisers
- ~~C. 2023-24 ADK-Mu Classroom Grant Award~~

REQUESTS FOR FUTURE AGENDA ITEMS

CALENDAR DATES

- A. *Tuesday, April 16, 2024 - Board of Education Workshop 5:30pm*
- B. *Thursday, April 18, 2024 - Board of Education Workshop 4:00pm*
- C. *Monday, April 22, 2024 - Board of Education Workshop 5:00pm*

PUBLIC COMMENT

Kaiya Cook
23077 Harding
Hazel Park MI 48030

I was wondering if the socks would also be purchased for band students?

Eric McPherson
22639 Poplar Ct.
Hazel Park, MI 48030

This meeting started out well, then I heard all the tabled items. This School Board needs to come together and to get the work done! I think the student who was just up here asking for band socks is great! Esports may be able to use some uniforms for their competitions, the cheer team and dance, ect. I would like to commend this board for purchasing socks.

BOARD MEMBER AND ADMINISTRATION COMMENTS

Monica Rattee, Treasurer

Thank you to the students! I hope to get the Board members to some of the Junior High sports events next week.

Beverly Hinton, Trustee

The conference we attended in New Orleans was great and I would like to thank the board for paying for me to go. There were so many inspiring ideas and great networking. I took Special Education 101 and Federal Law, IDEA and 504. It was very informational. Ruby Bridges was there. She is a dynamo lady! Just so many inspiring classes! We took the shuttle to many board workshops and it was fabulous. The general session was ran by Dr Timothy Schrieber on political culture. For April, I'd like to give a shout out to the junior high principals they are good communicators. April 3rd is Parapro Day, those extra hands in the classrooms are phenomenal. Kudos to them. The Robotics competition was great, I hope more kids look into joining. Youth Assistance has 300 people attend the recognition night, a very successful event! Ruby Bridges is a National Civil Rights Activist and she shared letters she has received from students into a book. It was really cute! I'm looking forward to the meeting tomorrow.

Heidi Fortress, Trustee

The confere~~n~~ce was fantastic! Huge networking opportunities and the days were long but it was so worth it. Some of my favorite things were

Ruby Bridges, and bonds. It was fascinating that districts twice the size of ours had a 2 million dollar and remodeled 2 buildings and it only took 3 years to implement and they formed committees after. They also went for another half million dollar bond and I will bring the info tomorrow. I also want to say it is never my intention to be rude. Tonight my daughter is being honored and I am here to support Hazel Park students. I think socks are important. As for all the raises I would like to wait and see how it goes with the teachers before we give raises to Administration.

Deborah Laframboise, Trustee

Thank you to teachers who are retiring. I, too, loved the New Orleans excursion. I learned about T.L.C. Tenacity, Loyalty and Commitment. We went to the exhibit hall and we saw Mimbles. They were really cool, you tap it and your hair stands up. Social workers use this toy to get kids to talk. There's a kit to teach humanity. Congratulations to students with their awards. Thanks to those who got up and spoke tonight. And I hope everyone has a great week.

Dr. Amy Kruppe, Superintendent

As a reminder, we have a meeting tomorrow night where we will be discussing who to interview for the Board Trustee position.

Rick Nagy, President

I enjoyed the students and I love when students speak. I appreciate everyone being here.

Adjournment

Moved and supported that the meeting be adjourned at 8:16pm.

Unanimous Approval.



SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI
SPECIAL BOARD OF EDUCATION WORKSHOP
April 16, 2024 5:30 PM

CALL TO ORDER

The Special Workshop Meeting of the Hazel Park Board of Education was held on April 16, 2024 and was called to order by President Nagy at 5:00 p.m.

ROLL CALL

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

PUBLIC COMMENT- None

APPROVAL OF THE AGENDA (ACTION ITEM)

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

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Motion carried.

PUBLIC COMMENT - None

NEW BUSINESS

A. Board Trustee Candidate Review

PUBLIC COMMENT - None

BOARD MEMBER AND ADMINISTRATION COMMENTS

Dr. Amy Kruppe, Superintendent -

President Nagy can second and make motions, as president. Also, I wanted to make you aware that Non-Union Staffing was not renewed. This means if it isn't approved in May we will need to begin layoffs for next year to include secretaries, paraprofessionals and the custodial/maintenance groups.

Moved and supported that the meeting be adjourned by 6:04 pm

Unanimous approval.



SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI
SPECIAL BOARD OF EDUCATION WORKSHOP
April 18, 2024 4:00 PM

CALL TO ORDER

The Special Workshop Meeting of the Hazel Park Board of Education was held on April 18, 2024 and was called to order by President Nagy at 4:00 p.m.

ROLL CALL

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

PUBLIC COMMENT- None

APPROVAL OF THE AGENDA (ACTION ITEM)

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

Discussion
Roll Call Vote
Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy
Nays:
Motion carried.

PUBLIC COMMENT - None

NEW BUSINESS

A. Board Trustee Candidate Interviews

Moved by Fortress, supported by Rattee, that the Board of Education begin the Board Trustee Candidate Interviews with the following candidates: Adam Duberstein, Charles Hemple, Laura Adkins, Darrin Fox, Nathan Becker and Dennis Whittie.

Discussion
Roll Call Vote
Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy
Nays:
Motion carried.

PUBLIC COMMENT

Sue Hemple
1203 E Hayes
Hazel Park MI 48030

Mrs. Hemple spoke in support of the Mr. Whittie for the vacant Board of Education seat because he would be a neutral party. Also stating that it would be biased for her to come to the podium and recommend Mr. Hemple for the seat.

BOARD MEMBER AND ADMINISTRATION COMMENTS

Moved and supported that the meeting be adjourned by 8:07 pm
Unanimous approval.



SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI
SPECIAL BOARD OF EDUCATION WORKSHOP
May 6, 2024 5:00 PM

CALL TO ORDER

The Special Meeting of the Hazel Park Board of Education was held on May 6, 2024 and was called to order by President Nagy at 5:08 p.m.

ROLL CALL

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

PUBLIC COMMENT- None

APPROVAL OF THE AGENDA (ACTION ITEM)

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

Discussion

Roll Call Vote

Yeas: Rattee, Laframboise, Hinton, Nagy

Nays:

Motion carried.

NEW BUSINESS

A. Board Evaluation

Julie Kaminski from MASB reviewed the self evaluation completed by the Board of Education in review of the 2023/2024 school year performance. They reviewed areas of improvement as well as areas of success.

PUBLIC COMMENT - None

BOARD MEMBER AND ADMINISTRATION COMMENTS

Deborah Laframboise, Trustee

Thank you for coming tonight! There was a lot of reflection here and data.

Monica Rattee, Treasurer

Thanks, Julie.

Beverly Hinton, Trustee

Thank you! 17

Dr. Amy Kruppe, Superintendent

We have Committee of the Whole on the 13th, the resolution if the bond passes & the new member oath of office on the 15th, and our regular meeting is scheduled for the 20th.

Rick Nagy, President

Thank you. I appreciate the training and look forward to seeing you back in June.

Moved and supported that the meeting be adjourned by 7:59 pm
Unanimous approval.

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

CALL TO ORDER

The Regular Meeting of the Hazel Park Board of Education was held at the Hazel Park High School on May 20, 2024 and was called to order by President Nagy at 5:30 pm.

ROLL CALL

Members Present: Beaton, Fortress, Hinton, Laframboise, Rattee, Nagy
Members Absent: Baldwin
Others Present: Kruppe, Zirniss, Dulmage

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA (Action Item)

Moved by Rattee, supported by Beaton, that the Board of Education approve the agenda with the a motion to change the June and August meeting time to 3pm.

Discussion

Roll Call Vote

Yeas: Rattee, Beaton, Nagy
Nays: Fortress, Hinton, Laframboise

Motion failed.

Amended: Moved by Fortress, supported by Hinton, that the Board of Education approve the agenda, as written.

Discussion

Roll Call Vote

Yeas: Fortress, Hinton, Laframboise
Nays: Rattee, Beaton, Nagy

Motion failed.

Amended: Moved by Rattee, supported by Laframboise, that the Board of Education approve the agenda with a motion to add the conversation of moving the June and August meeting time to 3pm.

Discussion

Roll Call Vote

Yeas: Rattee, Laframboise, Beaton, Fortress, Hinton, Nagy
Nays:

Motion carried.

SPECIAL ORDER OF BUSINESS

A. Student of the Month

The Board of Education recognized one student from each building that was selected from students nominated for Student of the Month.

B. Athletic Recognition - Swim Team

The Board of Education recognized the swim team for their 2023/24 Swim season.

C. Student Recognition - Gleaners Mobile Food Bank

The Board of Education recognized the Junior High Student Council & Jardon for their help with the Gleaners Mobile Food Bank during the 2023/24 school year.

D. Oakland County CTE Student of the Year

The Board of Education recognized Roy Griffin for receiving the 2023-24 Oakland County CTE Student of the Year award.

E. Years of Service Recognition

The Board of Education recognized the staff for their years of service as well as the retirees for their years of service and dedication to the district.

F. Junior High Representative

The Junior High Representative, Madison Rattee, shared some current and upcoming events with the Board of Education. The eighth graders went to Washington DC, the seventh graders are at Cedar Point and students who have maintained good grades with no behavior issues were invited to attend a baseball game at Leprechaun Field.

G. High School Representative

The High School Representatives, Christy Gardner and Jeremiah Kemp, shared current and upcoming events with the Board of Education. The sports update included our Track team winning districts, the Girls Softball team is currently tied for districts and they are playing again today. Last week the Senior Summit began. Seniors leave for Cedar Point tomorrow, Honors Night is this week and we have Graduation next week. Our rehearsal breakfast, the Clap-Out and Car Parade will also happen. All Juniors & Seniors had their Prom and it was fantastic! I would like to give a special thank you to Ms. Gordon and Ms. Mac! The last day of school is June 7th, the Retired Teacher Party is June 6th and the Sports Banquet is June 4th.

~~H. Advantage Representative~~

I. Edison Presentation

Edison presented a slideshow to the Board of Education on the Edison Career Center (ECC) and shared what the students are doing and how they are gaining real life experience and skills through these works.

J. PBIS Presentation

Dr. Michelle Krause shared information on the PBIS Behaviors and how the Tier system works and is working for our student population. She shared details on each Tier. The Tier 2 interventions help to create many levels of assistance for students with things like classroom paras and check in/check out. Moving to Behavior Contracts and advancing to the Tier 3 process for Behavior Assessment and Behavior Intervention Plans.

PUBLIC COMMENT

Kiya Cook

Questions on why emergency contacts cannot pick up students without parental permission.

CONSENT AGENDA (Action Items)

A. Approval of Minutes

~~1. Board Meetings~~

~~a. Monday, March 18, 2024 Regular Meeting Closed Session Minutes*~~

~~b. Monday, January 22, 2024 Regular Meeting Closed Session Minutes*~~

~~2. Committee Meetings~~

~~a. Monday, May 13, 2024 Committee of the Whole Closed Session Minutes*~~

B. Monthly Financial Reports

C. Personnel Recommendations

~~D. Conference Requests~~

E. MASSP Renewal

- F. Council for Exceptional Children Renewal
- G. Board Training
- H. MASB Renewal

Motion made by Hinton, supported by Fortress, that the Board of Education approve the consent agenda, as written.

Discussion

Roll Call Vote

Yeas: Hinton, Fortress, Beaton, Laframboise, Rattee, Nagy

Nays:

Motion carried.

UNFINISHED BUSINESS

- A. Non-Certified Staff (Action Item)

Motion made by Rattee, supported by Hinton, that the Board of Education approve the uncertified staff for the 24/25 school year.

Discussion

Roll Call Vote

Yeas: Rattee, Hinton, Beaton, Fortress, Laframboise, Nagy

Nays:

Motion carried.

- B. Handbooks (Action Item)

Moved by Hinton, supported by Rattee, that the Board of Education approve the revised Student Handbook and the new Health Services Handbook, as presented.

Discussion

Roll Call Vote

Yeas: Hinton, Rattee, Beaton, Fortress, Laframboise, Nagy

Nays:

Motion carried.

- C. Expense Reimbursement for NSBA 2024 Annual Conference (Action Item)

Motion made by Fortress, supported by Hinton, that the Board of Education approve the expense reimbursement for NSBA 2024 Annual Conference, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Hinton, Beaton, Rattee, Nagy

Nays:

Abstain: Laframboise

Motion carried.

NEW BUSINESS

- A. L-4029 (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the 2024 Tax Rate Request, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

B. Frontline Proposal (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve switching to Frontline PLM for professional development management for Hazel Park Schools employees.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

C. American Reading Core Professional Development (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the purchase of the American Reading Company core reading resource for grades K-9, in an amount not to exceed \$16,000.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

D. Subject.com (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the purchase of a year contract for Subject.com in the amount of \$177,000.

Amended : Motion made by Fortress, supported by Rattee, that the Board of Education approve the purchase of a two year contract for Subject.com in the amount of \$177,000.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

E. Facility Rentals (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the facility rental proposal, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

F. Doors RFP (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the replacement of doors and hardware be awarded to City Construction in the amount of \$748,041.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

G. Chartwells Agreement (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the additional scope of work not to exceed \$100,000.

Amended: Motion made by Fortress, supported by Rattee, that the Board of Education approve the additional scope of work not to exceed \$100,000 and approve the secure advance of \$250,000 from Chartwells.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

H. Fall Sports Purchase (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the Fall Sports Purchases not to exceed \$40,000, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

I. Oakland Schools ISD Board Election (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve to select Carol Finkelstein and Mark Katz as nominations for the Oakland Schools ISD Board Election.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

J. Portrait of a Graduate (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the Portrait of a Graduate, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

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

L. Student Discipline (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the Student Discipline, as presented.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Beaton, Hinton, Laframboise, Nagy

Nays:

Motion carried.

M. Discussion for June/August Meeting Times (Action Item)

Motion made by Rattee, supported by Beaton, that the Board of Education discuss changing the meeting times for June and August to 3:00pm, as presented.

Discussion

Roll Call Vote

Yeas: Rattee, Beaton, Nagy

Nays: Fortress, Hinton, Laframboise

Motion failed.

N. Approval of the Minutes (Action Item)

Motion made by Fortress, supported by Laframboise, that the Board of Education table the minutes from the last three months for review.

Discussion

Roll Call Vote

Yeas: Fortress, Laframboise, Hinton, Beaton, Rattee, Nagy

Nays:

Motion carried.

O. Conference Requests (Action Item)

Motion made by Fortress, supported by Rattee, that the Board of Education approve the conference requests, as presented.

Amended: Motion made by Fortress, supported by Rattee, that the Board of Education approve the conference requests as presented and to approve mileage for Ms. Beaton’s mileage to the Superintendent Evaluation Workshop.

Discussion

Roll Call Vote

Yeas: Fortress, Rattee, Hinton, Laframboise, Nagy

Nays:

Abstain: Beaton

Motion carried.

SUPERINTENDENT REPORT

- A. Enrollment
- B. Fundraisers

REQUESTS FOR FUTURE AGENDA ITEMS

CALENDAR DATES

- A. *Monday, June 3, 2024 - Board of Education Workshop 5:00pm*
- B. *Monday, June 10, 2024 - Board of Education Committee of the Whole 2:00pm*
- C. *Monday, June 17, 2024 - Board of Education Regular Meeting 5:30pm*

PUBLIC COMMENT

None

BOARD MEMBER AND ADMINISTRATION COMMENTS

Heidi Fortress, Trustee

Welcome April to your first board meeting! Congratulations to the Track team. This is my favorite time of the year when all the sports wrap up and we close out with graduations happening.

Deborah Laframboise, Trustee

Congrats to ~~24~~ the students and congrats to the Retirees for all of your years of service.

Monica Rattee, Treasurer

Congrats to all that are here today. I'm excited for graduation. A great job on PBIS and I love the check-ins! The kids get so excited I love all that work! Welcome to April and kudos to Sherry Rietz on the concert, everyone was crying. Shout out to Greg Richardson for the tournament on Saturday.

Beverly Hinton, Trustee

Wow there a lot of fundraisers for the Dance team, looks like something for everyone! Make sure you help out and participate in one of these to help them out. We have some fabulous people retiring this year. I have worked with everyone retiring from the high school. Great people! Education is a calling, they all want to help the students. Thank you to the all the applicants that applied for the vacancy and welcome to April, she did very well in her interview.

April Beaton, Trustee

I'm so excited to be here and learn from everyone! It's such a great time to be on the board, with all the events and graduations happening. I would like to say Lori Kodan has worked with both of my kids and she is amazing. Congratulations on retirement! Thank you so much!

Amy Kruppe, Superintendent

I had the opportunity to run with the Junior High girls on Saturday, it was a great time! Just wanted to make mention that the diplomas this year were printed early and have Dawn Rice on them. We checked on the cost of having them changed to add April and it was very expensive so we hope that everyone understands it just isn't feasible to spend the additional money. We also wanted to mention that Chartwells earned \$9,000 - \$10,000 for Athletics this year!

Rick Nagy, President

I absolutely love when the students are here. Congratulations to everyone on their years of service and congrats to the retirees. You are going to love it!

Adjournment

Moved and supported that the meeting be adjourned at 7:39pm.

Unanimous Approval.



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

Agenda

Buildings & Grounds Committee

Ford Administration Building
1620 E Elza Avenue
Hazel Park, MI 48030
April 8, 2024
5:00 PM

Board Members Present: Rick Nagy
Board Members Absent: Heidi Fortress, Bev Hinton
Administration: Dr. Amy Kruppe, Superintendent
Jason Zirnis, Assistant Superintendent Business & Operations

Meeting start time - 5:00 pm
Public Comment: None

Agenda Items:

A. Edison Padding Replacement

The committee reviewed & discussed the padding repair & replacement for Edison and suggested moving forward to the board.

B. Transportation of Elementary students

The committee discussed transporting elementary students and suggested moving forward to the board.

C. Metal Detector (2)

The committee reviewed & discussed the metal detectors and suggested moving forward to the board.

Meeting end time: 5:30pm
Minutes submitted by Amy Kruppe, Superintendent





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Agenda

Finance Committee

Ford Administration Building

1620 E Elza Avenue

Hazel Park, MI 48030

April 8, 2024

4:00 PM

Board Members Present: Monica Rattee
Board Members Absent: Debbie Laframboise
Administrators: Dr. Amy Kruppe, Superintendent
Jason Zirnig, Assistant Superintendent of Business & Operations

Meeting start time: 4:00pm
Public comment - None

Agenda Items:

A. Credit Card Statement & Check Register

The committee reviewed the check register and the credit card statement. Questions were asked and answered.

Meeting end time: 4:15pm
Minutes submitted by Amy Kruppe, Superintendent



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www.hazelparkschools.org

Agenda

Personnel Committee

Ford Administration Building

1620 E Elza Avenue

Hazel Park, MI 48030

April 8, 2024

2:00 PM

Board Members Present: Melissa Baldwin, Rick Nagy
Board Members Absent: None
Administrators: Dr. Amy Kruppe, Superintendent
Jason Zirnis, Assistant Superintendent of Business & Operations

Meeting start time - 2:00 pm
Public Comment: None

Agenda Items:

A. Administrative Salary Increase

The committee reviewed & discussed the Administrative salary increases and suggested moving forward to the board.

B. Non Certified Additional Staff

The committee reviewed & discussed the staffing for non-certified staff and suggested moving forward to the board.

C. Non Union Contract Agreement

The committee reviewed & discussed the contract agreement for Non-Union staff and suggested moving forward to the board.

D. Additional Michigan Cyber Academy (MCA) Teacher

The committee discussed the need for an additional general education teacher at MCA and suggested moving forward to the board.





E. Teacher Negotiations

The committee was updated on the negotiations for the HPEA Union.

F. Secretary Negotiations

The committee was updated on the negotiations for the Teamsters Secretary Union.

G. Assistant Superintendent Stipend

The committee reviewed & discussed the training stipend for the Assistant Superintendent and suggested moving forward to the board.

Meeting end time: 2:47pm

Minutes submitted by Amy Kruppe, Superintendent



SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI
COMMITTEE OF THE WHOLE MEETING
May 13, 2024 3:00 PM

CALL TO ORDER

The Committee of the Whole Meeting of the Hazel Park Board of Education was held on May 13, 2024 and was called to order by President Nagy at 3:00 p.m.

ROLL CALL

Members Present: Baldwin (left meeting at 4:30pm), Laframboise, Rattee (left meeting @ 4:55pm), Nagy
Members Absent: Fortress (arrived at 3:02pm), Hinton (arrived at 3:02pm, left meeting @5:25 pm)
Others Present: Kruppe, Zirnis, Dulmage, Cales

APPROVAL OF THE AGENDA (ACTION ITEM)

Moved by Baldwin, supported by Rattee, that the Board of Education approve the agenda with the addition of the two added items.

Discussion Dr. Kruppe, Superintendent, asked to add two items to the agenda. Item F. High School Severy Project and Item G. L-4029.

Roll Call Vote

Yeas: Baldwin, Rattee, Fortress, Hinton, Laframboise, Nagy
Nays:

Motion carried.

PUBLIC COMMENT None

CLOSED SESSION

A. Motion to recess into closed session (c) for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement & (e) to consult with its attorney regarding connection of specific pending litigation, but only if an open meeting would have a detrimental financial effect on litigating or settlement position of the public body pursuant to Section 8(c)(e) of the Open Meetings Act.

Moved by Baldwin, supported by Rattee, that the Board of Education approve the motion to recess into closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement & to consult with its attorney regarding connection of specific pending litigation pursuant to Sections 8(c)(e) of the Open Meetings Act.

Discussion

Roll Call Vote

Yeas: Baldwin, Rattee, Fortress, Hinton, Laframboise, Nagy

Nays:

Motion carried.

Moved to closed session 3:04 pm.

Returned to open meeting 3:22 pm.

NEW BUSINESS

A. PERSONNEL

1) Non-Certified Staff

Discussion: Discussion to approve the non-certified staffing FTE for the 24/25 school year.

2) Central Office Pay

Discussion: Discussion to increase Central Office pay at 5% to match the various contracts for the 2024-2025 school year.

3) Non-Union Contracts

Discussion: Discussion to increase Non-Union Contract at a 5% increase for the 2024-2025 school year. This includes security and preschool staff.

4) Handbooks

a) Student Handbook

Discussion: The updated Student Handbook for the 24/25 school year was shared and discussed.

b) Nurse Handbook

Discussion: The new Hazel Park Health Services Handbook for the 24/25 school year.

5) Assistant Superintendent Stipend

Discussion: Discussion for the Assistant Superintendent to train the Director of Business instead of bringing in an outside company to train.

6) Transportation

Discussion: Information from the bussing survey was shared with the Board members. The administration is proposing transportation at the elementary schools. Parents support the need. Administration would like to decrease truancy with this initiative. The board requested additional breakdowns of numbers for the various schools. This will be brought back to the June committee of the whole.

B. POLICY

C. BUILDINGS & GROUNDS

1) Door RFP

Discussion: Bids received for the Doors. There were 4 total bids with one being incomplete. The lowest reasonable bid was \$646,300 for HS, Edison and UO and included an alternate of \$66,120 for the Junior High.

2) Facility Rentals

Discussion: The updated Facility Rental process and fees were shared with the Board members. An update will be added to include Camp Hazelwood rental fees.

D. FINANCE

1) Fall Sports Purchase

Discussion: Dr. Kruppe shared with the Board members the cost for uniforms and equipment for the following athletic programs: Volleyball, Cross Country, Boys Soccer, Sideline Cheer and Football. The board did not respond to the additional items such as shoes, pads and other items.

2) Subject.com

Discussion: Subject.com was presented as a new online vendor. This is a significant reduction in cost which contain teacher of records for all programs as required. This will be piloted for the summer.

3) Frontline Updates

Discussion: A proposal for Frontline was shared to continue streamlining our human resource Processes. This would eliminate Kalpa and include uploading the previous records. .

4) Grant Information Request

Discussion: Add to June Committee of the Whole meeting again in order to have further conversations.

5) American Reading Company Professional Development

Discussion: Additional request to support administration and edison professional development on literacy.

6) Credit Card Statement and Check Register

Discussion: Questions were discussed regarding the credit card and check register.

E. OTHER

1) Oakland Schools ISD Board Election

Discussion: Board members were reminded to review upcoming election candidates for selection at the board meeting.

2) Portrait of a Graduate

Discussion: Information on Portrait of a Graduate was shared. This will lead to renewed strategic planning for the 2024-2025 school year with stakeholders. .

PUBLIC COMMENT None

BOARD MEMBER AND ADMINISTRATION COMMENTS

Deborah Laframboise, Trustee - Requested an update on the accreditation process and also the Enrollment committee.

Heidi Fortress, Trustee - Request a summary of Bond materials costs to include. The banners, The advertising and the money spent.

Moved and supported that the meeting be adjourned by 5:49 pm
Unanimous approval.



SCHOOL DISTRICT OF THE
CITY OF HAZEL PARK
COUNTY OF OAKLAND AND STATE OF MI
COMMITTEE OF THE WHOLE MEETING
June 10, 2024 3:00pm

CALL TO ORDER

The Committee of the Whole Meeting of the Hazel Park Board of Education was held on June 10, 2024 and was called to order by President Nagy at 3:00pm.

ROLL CALL

Members Present: Beaton, Baldwin (left at 4:32pm), Hinton, Laframboise, Rattee, Nagy
Members Absent: Fortress
Others Present: Kruppe, Zirnis, Cales

APPROVAL OF THE AGENDA (ACTION ITEM)

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

Discussion

Roll Call Vote

Yeas: Beaton, Baldwin, Hinton, Laframboise, Rattee, Nagy
Nays:

Motion carried.

PUBLIC COMMENT - None

NEW BUSINESS

A. PERSONNEL

1) Non-Union Contract

The Board of Education discussed the Non-Union Contracts.

2) Central Office Administration/Support Staff Pay for 2024-2025.

The Board of Education discussed the pay for Central Office Administration and Support Staff.

3) Central Office/Technology Pay

The Board of Education discussed the pay for Central Office and Technology for next school year.

4) Secretary Contract

The Board of Education discussed the Secretary Contract for the 24/25 school year.

B. POLICY

1) ARTICLE VI Finance Changes

The Board of Education discussed Section 8: District Credit Cards for the district.

2) Required Course Adjustments for Graduation

The Board of Education discussed the course adjustments needed for the 2024/25 school year to be in line with state standards for graduation.

C. BUILDINGS & GROUNDS

1) Camp Hazelwood

The Board of Education discussed improvements needed for Hazelwood.

D. FINANCE

1) 2024-2025 Budget

The Board of Education discussed budget assumptions and potentially changing the date of the hearing.

2) Bus Replacement

The Board of Education discussed purchase options of available bus units.

3) Student Accident Insurance

The Board of Education discussed the cost to provide insurance to our student athletes.

4) Expense Reimbursement for NSBA 2024 Annual Conference

The Board of Education reviewed the reimbursement expense submitted from the NSBA 2024 Conference.

5) MVCA Amended and Restated Articles of Incorporation

The Board of Education discussed the MVCA adoption of an amended and restated Articles of Incorporation and the resolution that will be presented to the Board.

6) Grants/Organizations

- a) Playlab
- b) Junior Vikings
- c) Promise Zone
- d) HP Community Coalition
- e) Summer Discovery United Oaks
- f) Summer Discovery Junior High
- g) National Teacher 27 m

The Board of Education discussed the grants we have received and the organizations that flow through the district.

7) K-5 Report Card

The Board of Education discussed the need to update the current report card to align with the grade-level priority standards and instruction framework. This will be completed in two phases.

8) Curriculum Associates i-Ready Diagnostic

The Board of Education discussed the renewal of i-Ready Assessments and Personalized Instruction.

9) Check Register & Credit Card Statement

The Board of Education reviewed the check register and the credit card statement.

E. OTHER

1) Year End District Nurse Report

The Board of Education discussed the report provided from the District Nurses.

2) Transportation Numbers

a) Elementary

b) In-District

The Board of Education reviewed the student numbers for potential transportation provided by the district.

3) Superintendent Evaluation

The Board of Education was given the Superintendent Self Evaluation completed by Dr. Amy Kruppe and also the documents to begin her review along with needed documents.

REQUESTS FOR FUTURE AGENDA ITEMS

PUBLIC COMMENT - None

ADJOURNMENT

Moved and supported that the meeting be adjourned by 5:24pm.

Unanimous approval.



Ford Administration
Jason Zirniss, Assistant Superintendent of Business and Operations
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5217 | F: 248-544-5443
www.hazelparkschools.org

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

FROM: Jason Zirniss
Assistant Superintendent, Business & Operations

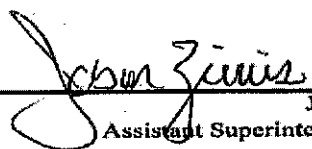
RE: Treasurer's Report May 2024

DATE: June 13, 2024

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)		955,954.22	
	<i>Total - General Fund</i>	<u>\$ 955,954.22</u>	
CENTER PROGRAM (22)		6,749.21	
COMMUNITY SERVICE (23)		192.00	
FOOD SERVICE FUND (25)		4,050.41	
COMMON DEBT (31-39)		0.00	
CAPITAL PROJECTS (41-49)		37,277.25	
	<i>Total - Special Revenue Funds</i>	<u>\$ 48,268.87</u>	
TRUST FUNDS (51)		0.00	
INTERNAL ACCOUNT FUNDS (29)		12,484.39	
	<i>Total - Other Funds</i>	<u>\$ 12,484.39</u>	
TOTAL CHECK DISBURSEMENTS		<u>\$ 1,016,707.48</u>	\$ 1,016,707.48
ACH DEBITS			2,248,077.64
PAYROLL			2,279,546.57
OUTGOING WIRE TRANSFERS			5,516,644.80
P-CARD PURCHASES			<u>121,618.33</u>
TOTAL DISBURSEMENTS IN PERIOD			<u>\$ 11,182,594.82</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

5/31/2024

<u>Date</u>	<u>Amount</u>	<u>Bank Acct Taken From</u>	<u>Reason</u>
5/2/2024	513.66	Gen Funds	Latchkey Fees
5/6/2024	8,062.11	Gen Funds	Health Equity Payment
5/20/2024	8,412.11	Gen Funds	Health Equity Payment
5/2/2024	24,005.33	Gen Funds	EduStaff Payment
5/16/2024	31,489.36	Gen Funds	EduStaff Payment
5/30/2024	17,990.46	Gen Funds	EduStaff Payment
5/6/2024	23,801.14	Gen Funds	Penserv Payment
5/21/2024	23,281.14	Gen Funds	Penserv Payment
5/1/2024	999.95	Gen Funds	Payroll Federal Tax
5/3/2024	251,390.36	Gen Funds	Payroll Federal Tax
5/20/2024	253,694.46	Gen Funds	Payroll Federal Tax
5/31/2024	271,152.74	Gen Funds	Payroll Federal Tax
5/6/2024	37,424.74	Gen Funds	Payroll State Tax
5/20/2024	37,826.59	Gen Funds	Payroll State Tax
5/1/2024	460,091.82	Gen Funds	Ret W/H
5/2/2024	69,335.66	Gen Funds	Ret W/H
5/2/2024	357,693.18	Gen Funds	Ret W/H
5/16/2024	370,912.83	Gen Funds	Ret W/H
5/16/2024	73,111.48	Gen Funds	Ret W/H
5/28/2024	460,091.82	Gen Funds	Ret W/H
5/31/2024	70,781.56	Gen Funds	Ret W/H
5/31/2024	371,341.55	Gen Funds	Ret W/H
	2,248,077.64	Total ACH Debits	

<u>Date</u>	<u>Amount</u>	<u>Payroll</u>
5/3/2024	\$737,613.00	General Payroll
5/17/2024	\$752,638.08	General Payroll
5/31/2024	\$789,295.49	General Payroll
	\$2,279,546.57	Total Payroll

<u>Date</u>	<u>Amount</u>	<u>Wires</u>
5/1/2024	\$2,798,305.99	Debt Pmt
5/21/2024	\$2,718,338.81	Debt Pmt
	\$5,516,644.80	Total Wires

<u>Date</u>	<u>Amount</u>	<u>P-Card Purchases</u>
5/21/2024	121,618.33	General P-Card charges Huntington Bank
	\$121,618.33	Total P-Card Purchases

Hazel Park Schools

Check Register by Fund

Check Date From 5/1/2024 TO 5/31/2024

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
Fund: 110					
05/03/2024	EH 00001094	100600	A C BUILDERS HARDWARE INC		650.00
05/03/2024	EH 00001095	100351	AIRGAS GREAT LAKES		222.83
05/03/2024	EH 00001096	100550	AMAZON CAPITAL SERVICES INC	P2400303	3,118.86
05/03/2024	EH 00001097	100137	BISON PLUMBING INC		3,318.00
05/03/2024	EH 00001098	100431	CLARK HILL PLC		1,083.00
05/03/2024	EH 00001099	100503	HEMPLE, CHARLES		80.00
05/03/2024	EH 00001100	100430	JG POLY SALES		521.60
05/03/2024	EH 00001101	100745	KSS ENTERPRISES		12,323.60
05/03/2024	EH 00001102	100959	PROCARE THERAPY		3,874.58
05/03/2024	EH 00001103	100428	ROYAL ROOFING		974.00
05/03/2024	EH 00001104	100504	SET SEG		113,123.00
05/03/2024	EH 00001105	100515	STAFF CONNECTIONS LLC		8,313.67
05/03/2024	HP 00503461	101104	AMERICAN READING COMPANY INC	P2400010	4,950.00
05/03/2024	HP 00503462	100544	ASCENSION MICHIGAN EMPLOYER SOLUTIONS		329.00
05/03/2024	HP 00503463	100534	BATTERY CENTERS OF AMERICA INC		74.95
05/03/2024	HP 00503464	100346	BIG D LOCK & KEY		634.50
05/03/2024	HP 00503465	100523	BLICK ART MATERIALS		673.39
05/03/2024	HP 00503466	100378	BUCKLES & BUCKLES		241.57
05/03/2024	HP 00503467	100512	CHAPTER 13 TRUSTEE - T. TERRY		1,053.41
05/03/2024	HP 00503468	100308	COCHRANE SUPPLY		85.91
05/03/2024	HP 00503469	100309	CONSUMERS ENERGY		157.32
05/03/2024	HP 00503470	100609	DAVID RUSKIN		556.58
05/03/2024	HP 00503471	100361	DOWNRIVER REFRIGERATION SUPPLY		111.02
05/03/2024	HP 00503472	101219	ECRA GROUP INCORPORATED		7,497.00
05/03/2024	HP 00503474	100446	FAR THERAPEUTIC & PERFORMING ARTS		1,631.25
05/03/2024	HP 00503475	100217	GIANT PLUMBING & HEATING SUPPLY		438.34
05/03/2024	HP 00503476	101369	GLOBAL INTERPRETING SERVICES LLC		158.99
05/03/2024	HP 00503477	100404	HASTINGS AUTO PARTS		575.80
05/03/2024	HP 00503478	100404	HASTINGS AUTO PARTS		58.83
05/03/2024	HP 00503479	100830	INTERACTIVE ENERGY GROUP LLC		89.39

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Report: OSAP5009 - OSAP5009; Check Register by Fund

Selection:

OH_DTL.[oh_ck_dt] <= '05/31/2024' AND OH_DTL.[oh_ck_dt] >= '05/01/2024'

Current Date: 06/14/2024

Current Time: 08:20:18

Hazel Park Schools

Check Register by Fund

Check Date From 5/1/2024 TO 5/31/2024

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
05/03/2024	HP 00503480	100868	KS VENTURES INC		7,913.10
05/03/2024	HP 00503482	100043	MECHANICAL SYSTEMS SERVICES		450.00
05/03/2024	HP 00503483	100589	MILLENNIUM BUSINESS SYSTEMS		401.76
05/03/2024	HP 00503484	100387	MISDU		1,126.71
05/03/2024	HP 00503485	101049	NATIONAL TIME & SIGNAL		964.20
05/03/2024	HP 00503486	100497	OTIS ELEVATOR		2,932.65
05/03/2024	HP 00503487	100468	PROGRESSIVE PLUMBING SUPPLY		506.53
05/03/2024	HP 00503488	101333	RICHARD GAGE DESIGN STUDIO LLC		4,800.00
05/03/2024	HP 00503489	100740	SPECTRUM WIRELESS USA INC	P2400148	280.00
05/03/2024	HP 00503492	100032	VERIZON WIRELESS		154.04
05/03/2024	HP 00503493	101264	ULLIANCE INC		3,441.48
05/10/2024	EH 00001106	100550	AMAZON CAPITAL SERVICES INC	P2400219	695.81
05/10/2024	EH 00001107	100137	BISON PLUMBING INC		223.00
05/10/2024	EH 00001108	100503	HEMPLE, CHARLES		80.00
05/10/2024	EH 00001109	100292	INVEST CENTERS LLC		67,882.99
05/10/2024	EH 00001110	100430	JG POLY SALES		199.25
05/10/2024	EH 00001111	100959	PROCARE THERAPY		3,921.50
05/10/2024	EH 00001112	100428	ROYAL ROOFING		477.00
05/10/2024	EH 00001113	100349	YOUNG SUPPLY CO		1,260.00
05/10/2024	HP 00503495	100458	ACE TRANSPORTATION		2,020.50
05/10/2024	HP 00503496	100534	BATTERY CENTERS OF AMERICA INC		139.80
05/10/2024	HP 00503497	100347	BILLINGS LAWN EQUIPMENT		163.79
05/10/2024	HP 00503499	101363	CASEY & KIRSCH PUBLISHERS	P2400311	750.00
05/10/2024	HP 00503500	101252	CEIA USA LTD	P2400248	633.99
05/10/2024	HP 00503501	100322	CITY HAZEL PARK WATER		5,194.75
05/10/2024	HP 00503503	100404	HASTINGS AUTO PARTS		82.42
05/10/2024	HP 00503504	101224	HOPSKIPDRIVE INC		67,051.81
05/10/2024	HP 00503505	101183	HUTSON		265.73
05/10/2024	HP 00503507	101365	INSTITUTE FOR EDUCATION LEADERSHIP INC		1,500.00
05/10/2024	HP 00503508	100079	INTEGRITY TESTING & SAFETY ADM		231.00
05/10/2024	HP 00503512	100043	MECHANICAL SYSTEMS SERVICES		1,759.94

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Report: OSAP5009 - OSAP5009: Check Register by Fund

Selection:

OH_DTL.[oh_ek_dt] <= '05/31/2024' AND OH_DTL.[oh_ek_dt] >= '05/01/2024'

Hazel Park Schools

Check Register by Fund

Check Date From 5/1/2024 TO 5/31/2024

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
05/10/2024	HP 00503513	101052	NORTHSTAR MAT SERVICE		1,280.00
05/10/2024	HP 00503514	100001	OAKLAND UNIVERSITY		90.00
05/10/2024	HP 00503515	100001	OAKLAND UNIVERSITY		45.00
05/10/2024	HP 00503516	101347	OUR TIME YOUTH RADIO DBA		10,000.00
05/10/2024	HP 00503517	101259	POWERSCHOOL GROUP LLC		15,240.00
05/10/2024	HP 00503518	101372	SCHOOLCRAFT COLLEGE		1,366.00
05/10/2024	HP 00503519	100341	SULLIVANS FLEET SERV INC		2,354.74
05/10/2024	HP 00503520	100235	TOP NOTCH PRINTING LLC		5,387.00
05/20/2024	EH 00001115	100045	A & I ENTERPRISES		166,976.40
05/20/2024	EH 00001116	100600	A C BUILDERS HARDWARE INC		2,340.00
05/20/2024	EH 00001117	100351	AIRGAS GREAT LAKES		259.95
05/20/2024	EH 00001118	100550	AMAZON CAPITAL SERVICES INC	P2400325	442.55
05/20/2024	EH 00001119	100201	BARUZZINI CONTRACTING LLC		440.00
05/20/2024	EH 00001120	100495	C G NEWSPAPERS		7,370.00
05/20/2024	EH 00001121	100810	FOXBRIGHT		799.00
05/20/2024	EH 00001122	100292	INVEST CENTERS LLC		204,158.43
05/20/2024	EH 00001123	100430	JG POLY SALES		1,487.00
05/20/2024	EH 00001125	100520	PEDIATRIC HEALTH CONSULTANTS INC		5,853.50
05/20/2024	EH 00001126	100959	PROCARE THERAPY		4,070.54
05/20/2024	EH 00001127	100515	STAFF CONNECTIONS LLC		8,516.19
05/20/2024	EH 00001128	100349	YOUNG SUPPLY CO		55.60
05/20/2024	HP 00503522	101374	ALL AMERICAN CAMPS LLC	P2400330	600.00
05/20/2024	HP 00503523	101104	AMERICAN READING COMPANY INC	P2400010	76,350.00
05/20/2024	HP 00503524	100544	ASCENSION MICHIGAN EMPLOYER SOLUTIONS		100.00
05/20/2024	HP 00503525	100354	AUTO ZONE		4.39
05/20/2024	HP 00503526	100412	AVENTRIC TECHNOLOGIES		1,047.00
05/20/2024	HP 00503527	100534	BATTERY CENTERS OF AMERICA INC		39.90
05/20/2024	HP 00503528	100346	BIG D LOCK & KEY		56.50
05/20/2024	HP 00503529	100378	BUCKLES & BUCKLES		241.57
05/20/2024	HP 00503531	100512	CHAPTER 13 TRUSTEE - T. TERRY		1,053.41
05/20/2024	HP 00503532	100888	CONSTELLATION		15,977.10

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Selection: OH_DTL.[oh_ek_dt] <= '05/31/2024' AND OH_DTL.[oh_ek_dt] >= '05/01/2024'

Current Date: 06/14/2024

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Hazel Park Schools

Check Register by Fund

Check Date From 5/1/2024 TO 5/31/2024

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
05/20/2024	HP 00503533	100309	CONSUMERS ENERGY		7,839.10
05/20/2024	HP 00503534	100609	DAVID RUSKIN		556.58
05/20/2024	HP 00503535	100185	DETROIT NATIVE SUN NEWSPAPER GROUP		250.00
05/20/2024	HP 00503536	100313	DTE ENERGY		46,740.30
05/20/2024	HP 00503539	100640	FIBER LINK INC		48.75
05/20/2024	HP 00503540	100488	HOME DEPOT CREDIT SERVICES		4,484.20
05/20/2024	HP 00503541	100569	INTEGRITY BUSINESS SOLUTIONS LLC		1,439.60
05/20/2024	HP 00503542	101350	LUCAS, ALLISON		380.00
05/20/2024	HP 00503544	100589	MILLENNIUM BUSINESS SYSTEMS		3,399.55
05/20/2024	HP 00503545	100387	MISDU		685.62
05/20/2024	HP 00503546	100461	NOVA ENVIRONMENTAL INC		1,200.00
05/20/2024	HP 00503547	100202	ORKIN LLC		160.99
05/20/2024	HP 00503548	100058	PHOENIX STONE COMPANY		939.00
05/20/2024	HP 00503549	100364	VIGILANTE SECURITY INC		1,029.50
05/20/2024	HP 00503550	100395	WEINGARTZ SUPPLY COMPANY		13.98
05/21/2024	EH 00001129	100550	AMAZON CAPITAL SERVICES INC	P2400323	156.50
05/21/2024	EH 00001130	100397	SCHOOL SPECIALTY	P2400307	154.64
05/21/2024	HP 00503551	101280	HUBBELL ROTH AND CLARK INC	P2400124	7,950.00
				Fund 110 Total:	955,854.22
Fund: 220					
05/03/2024	HP 00503473	101132	ENTECH MEDICALL STAFFING		874.71
05/03/2024	HP 00503474	100446	FAR THERAPEUTIC & PERFORMING ARTS		2,501.25
05/10/2024	HP 00503502	101132	ENTECH MEDICALL STAFFING		633.65
05/10/2024	HP 00503513	101052	NORTHSTAR MAT SERVICE		226.00
05/20/2024	EH 00001118	100550	AMAZON CAPITAL SERVICES INC	P2400320	106.79
05/20/2024	HP 00503537	101132	ENTECH MEDICALL STAFFING		1,790.76
05/20/2024	HP 00503544	100589	MILLENNIUM BUSINESS SYSTEMS		616.05
				Fund 220 Total:	6,749.21
Fund: 230					
05/10/2024	HP 00503513	101052	NORTHSTAR MAT SERVICE		192.00
				Fund 230 Total:	192.00

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Hazel Park Schools

Check Register by Fund

Check Date From 5/1/2024 TO 5/31/2024

Check Date	Check#	PE ID	Vendor Name	PO#	Amount
Fund: 250					
05/03/2024	HP 00503481	101315	MACOMB SALES & SERVICE LLC		932.90
05/03/2024	HP 00503491	101371	THE SLUSH COMAPNY		550.00
05/10/2024	HP 00503511	101315	MACOMB SALES & SERVICE LLC		430.00
05/20/2024	HP 00503543	101315	MACOMB SALES & SERVICE LLC		2,040.06
05/20/2024	HP 00503544	100589	MILLENNIUM BUSINESS SYSTEMS		79.95
05/20/2024	HP 00503549	100364	VIGILANTE SECURITY INC		17.50
			Fund 250 Total:		4,050.41
Fund: 290					
05/03/2024	EH 00001096	100550	AMAZON CAPITAL SERVICES INC		251.30
05/03/2024	HP 00503490	101211	THE GAZEBO BANQUET CENTER		2,326.96
05/10/2024	HP 00503498	100735	BURKES SPORT HAVEN		225.00
05/10/2024	HP 00503509	100323	JOSTENS INC		1,047.10
05/17/2024	EH 00001114	101323	PETRUZZELLOS BANQUET AND CONFERENCE		7,478.80
05/20/2024	EH 00001118	100550	AMAZON CAPITAL SERVICES INC	P2400315	105.23
05/20/2024	HP 00503530	100735	BURKES SPORT HAVEN		400.00
05/21/2024	HP 00503552	100563	THE LITTLE CREATURES		325.00
05/22/2024	HP 00503553	100563	THE LITTLE CREATURES		325.00
			Fund 290 Total:		12,484.39
Fund: 420					
05/10/2024	HP 00503494	100063	21ST CENTURY MEDIA NEWSPAPER		527.25
05/20/2024	EH 00001124	100948	KINGSCOTT ASSOCIATES INC		21,675.00
05/20/2024	HP 00503538	100254	ENVIRONMENTAL MAINTENANCE ENGINEERS		14,625.00
05/20/2024	HP 00503546	100461	NOVA ENVIRONMENTAL INC		450.00
			Fund 420 Total:		37,277.25
			Grand Total:		1,016,607.48

End of Report



Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CORPORATE ACCOUNT SUMMARY

Previous balance	\$86,901.62	Statement date	04/30/24
Payments	86,901.62	Number of days in billing cycle	30
Credits	1,064.35	Credit limit	500,000.00
Purchases and other debits	122,682.68	Available credit	374,484.00
Cash advances	0.00	Cash limit	0.00
Fees charged	0.00	Available cash	0.00
FINANCE CHARGES	0.00		
New balance	\$121,618.33	Payment due date	05/20/24
		Amount due	\$121,618.33

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

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

Online Access:
 www.huntington.com

Congratulations! You have earned \$608 based on your company's Commercial Card spend this period. This rebate amount will be deposited directly into your company's Huntington Business checking account. Thank you for your business.
 Your next authorized automatic payment of \$121,618.33 will be debited from your account on the payment due date listed on page one of this statement.
 If you have any questions regarding your account, please call us at 1-866-643-4203.

CORPORATE ACCOUNT ACTIVITY

HAZEL PARK SCHOOLS				TOTAL ACTIVITY
XXXX XXXX XXXX 5846				\$86,901.62 CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount
04/22	04/22	F128600G100CHGDDA	AUTOMATIC PAYMENT - THANK YOU	\$86,901.62 CR

5548 YNH 001 7 31 240430 0 PAGE 1 OF 14 1 0 1286 1000 T007 01AK5548

Please detach bottom portion and submit with payment using enclosed envelope



HUNTINGTON NATIONAL BANK
 PO BOX 2360
 OMAHA NE 68103-2360

Account Number XXXX XXXX XXXX 5846
Payment Due Date **May 20, 2024**
Total Amount Due **\$121,618.33**
 You are set up with Automatic Payment in the amount of \$121,618.33

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



Make Check Payable to:

Amount Enclosed
 \$

HUNTINGTON NATIONAL BANK
 PO BOX 182387
 COLUMBUS OH 43218-2387



15810556329000043307312161833121618338
44

⑆598990208⑆ 5583 2930045 15846⑈



Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY							
JAMIE BUCZKO							
XXXX XXXX XXXX 8074			PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$20,000.00			\$5,864.87	\$0.00	\$0.00	\$0.00	\$5,864.87
Post Date	Tran Date	Reference Number	Transaction Description			Amount	
04/04	04/03	5542950FERTG99YL5	MASB 5173275900 MI			99.00	
04/07	04/05	5550036FH12AT99GR	HAMPTON NOLA FRENCH QT NEW ORLEANS LA CHECK IN:04/05/2024 NUMBER OF NIGHTS:0003 CHECK OUT:04/08/2024 DAILY RATE: 548.14			548.14	
04/10	04/08	5550036FL12B0TQAX	HAMPTON NOLA FRENCH QT NEW ORLEANS LA CHECK IN:04/05/2024 NUMBER OF NIGHTS:0003 CHECK OUT:04/08/2024 DAILY RATE: 548.14			548.14	
04/10	04/08	5550036FL129H9B2X	HAMPTON NOLA FRENCH QT NEW ORLEANS LA CHECK IN:04/05/2024 NUMBER OF NIGHTS:0003 CHECK OUT:04/08/2024 DAILY RATE: 548.14			548.14	
04/17	04/17	5543286FW5X8T6PLS	PANERA BREAD #600694 O 248-616-0116 MI			71.35	
04/19	04/19	5543286FY5XVHSSB0	PANERA BREAD #600694 O 248-616-0116 MI			142.56	
04/21	04/19	5265384FY1Z0431E2	MASB 5173275900 MI			99.00	
04/21	04/19	5265384FZ1Z0Q4GJ2	MASB 5173275900 MI			396.00	
04/21	04/19	8271116FY00058KLM	OAKLAND SCHOOLS WATERFORD MI			135.00	
04/25	04/24	5543286G35ZH6GJ59	AMERICAN RED CROSS 800-733-2767 DC			70.00	
04/28	04/26	5544641G62MEQJ9Z0	THE ATS STORE LLC RP HAZEL PARK MI			21.54	
04/28	04/26	7521769G6D332289K	INTERNATIONAL E-Z UP, NORCO CA			1,787.00	
04/28	04/26	5265384G51Z80WRTZ	PAYPAL *LOCK MEDIA 4029357733 MI			1,200.00	
04/28	04/26	5270487G5W7F36MJ6	GRAND TRAV RESORT ACME MI CHECK IN:09/17/2024 NUMBER OF NIGHTS:0003 CHECK OUT:09/20/2024 DAILY RATE: 0.00			199.00	

DEBRA DIMAS							
XXXX XXXX XXXX 8828			PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00			\$1,115.71	\$0.00	\$0.00	\$0.00	\$1,115.71
Post Date	Tran Date	Reference Number	Transaction Description			Amount	
04/05	04/04	5543286FG5WHEPYEE	TST* NEW YORK BAGEL - FERNDALE MI			107.65	
04/09	04/08	0543684FLBLKEL125	WM SUPERCENTER #4424 WARREN MI			8.52	
04/10	04/09	5543286FL5V5K0EJF	AMZN MKTP US*H828Z4733 AMZN.COM/BILL WA			52.37	
04/10	04/10	5543286FM5V68NJEQ	AMZN MKTP US*DS7ZJ7133 AMZN.COM/BILL WA			12.38	
04/11	04/10	5543286FM5V9PPL5P	AMZN MKTP US*MT4QF5VJ3 AMZN.COM/BILL WA			46.79	
04/11	04/11	5543286FN5VFDN4Z8	AMZN MKTP US*MV0YD17P3 AMZN.COM/BILL WA			126.80	
04/12	04/11	5543286FN5VN5FWYT	AMZN MKTP US*9W25F2XC3 AMZN.COM/BILL WA			75.99	
04/12	04/11	5543286FN5VN9TMEZ	AMZN MKTP US*FO4RQ1QI3 AMZN.COM/BILL WA			75.00	
04/14	04/11	5543286FP5VVEDDJK	TST* NEW YORK BAGEL - FERNDALE MI			107.65	
04/18	04/17	0543684FXBLM77QVV	SAMS CLUB #6659 MADISON HEIGH MI			43.56	
04/18	04/18	5543286FX5XKSMVDM	AMZN MKTP US*8Y12N0S13 AMZN.COM/BILL WA			73.02	
04/19	04/18	5543286FX5XS98TGF	AMZN MKTP US*AF90S6D33 AMZN.COM/BILL WA			28.97	
04/19	04/18	5543286FY5XX74MMP	TST* NEW YORK BAGEL - FERNDALE MI			126.55	
04/23	04/22	5548382G22LR6SX7P	WAL-MART #4424 WARREN MI			9.36	
04/26	04/25	5543286G55ZY90KS6	TST* NEW YORK BAGEL - FERNDALE MI			117.10	
04/30	04/29	5543286G8611P08Z0	AMAZON.COM*C13RW4V83 AMZN.COM/BILL WA			104.00	



Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

TECHNOLOGY HP				
XXXX XXXX XXXX 8518				
CREDIT LIMIT \$5,000.00				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
04/14	04/13	5513158FRR3FMEDEK	APPLE.COM/US CUPERTINO CA	319.95
04/14	04/14	5543286FT5WFBSJTR	APPLE.COM/US 800-676-2775 CA	268.95
04/21	04/19	8538390FY000PWJ2P	ALOHI * FAXPLUS PLAN-LES-OUAT DU	99.99
04/26	04/25	8538390G4000BYR75	ALOHI * FAXPLUS PLAN-LES-OUAT DU	199.79

MICHELLE KRAUSE						
XXXX XXXX XXXX 7323						
CREDIT LIMIT \$5,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$63.60	\$0.00	\$0.00	\$0.00	\$63.60
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
04/12	04/11	8230509FN000M1V98	FH* URBAN WICK CANDLE BIRMINGHAM MI	63.60		

CORRI NASTASI						
XXXX XXXX XXXX 6896						
CREDIT LIMIT \$5,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$1,870.18	\$0.00	\$0.00	\$0.00	\$1,870.18
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
04/01	03/31	5531020FB2DLT3VMH	AMZN MKTP US*VH6JX4K53 SEATTLE WA	82.00		
04/03	04/02	5543286FE5VYHB61T	TST* NEW YORK BAGEL - FERNDALE MI	117.10		
04/04	04/02	7526586FEB5B5LGN8	OTC BRANDS INC OMAHA NE	164.90		
04/04	04/03	0543684FFEHS95AVN	LITTLE CAESARS #174 FERNDALE MI	27.72		
04/05	04/04	5543286FF5WBGY3DM	MEIJER # 237 WARREN MI	1.33		
04/05	04/04	0543684FGBLKKBPFJF	SAMS CLUB #6659 MADISON HEIGH MI	32.94		
04/07	04/05	5531020FG2DK4LQKQ	AMZN MKTP US*T13160TX3 SEATTLE WA	92.14		
04/07	04/07	5543286FJ5SAJ74H5	AMZN MKTP US*6I4J630Y3 AMZN.COM/BILL WA	113.09		
04/09	04/09	5543286FL5SZ1R93Z	AMZN MKTP US*FF6U10RJ3 AMZN.COM/BILL WA	97.99		
04/10	04/09	1230202FL00Q3ETTJ	MI SCIENCE CENTER DETROIT MI	473.00		
04/11	04/10	0543684FNBLKG4BXD	WM SUPERCENTER #3487 SHELBY TOWNSH MI	7.56		
04/12	04/11	0543684FPBLKH6R7Q	SAMS CLUB #6659 MADISON HEIGH MI	44.04		
04/12	04/11	0543684FPBLKH6R93	SAMS CLUB #6659 MADISON HEIGH MI	120.93		
04/17	04/16	5543286FW5XAHGE1J	TST* NEW YORK BAGEL - FERNDALE MI	117.10		
04/21	04/20	5543286FZ5Y6ZKBZ8	AMZN MKTP US*173MX8JT3 AMZN.COM/BILL WA	16.99		
04/21	04/21	5543286G05YFF3MNL	AMZN MKTP US*3T3BD3133 AMZN.COM/BILL WA	13.99		
04/22	04/21	8230509G0000LR78P	AMAZON RET* 112-731943 SEATTLE WA	11.99		
04/23	04/23	5543286G25Z0Y2VT9	AMZN MKTP US*JY3KA7LA3 AMZN.COM/BILL WA	8.99		
04/24	04/23	0543684G28PKXP187	KROGER #447 HAZEL PARK MI	8.29		
04/25	04/24	0543684G38PKR9YA5	KROGER #759 WHITE LAKE MI	95.96		
04/25	04/24	0230537G32X8EP0HJ	TST* NEW YORK BAGEL - FERNDALE MI	117.10		
04/28	04/27	5543286G660E6PYAP	MEIJER STORE #681 MACOMB MI	12.69		
04/29	04/28	5543286G760PKP970	AMZN MKTP US*671L17YJ3 AMZN.COM/BILL WA	72.96		
04/30	04/30	5543286G9612QGJ2J	AMZN MKTP US*C65N79JA3 AMZN.COM/BILL WA	19.38		

SHEILA OKANE						
XXXX XXXX XXXX 1086						
CREDIT LIMIT \$5,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$303.20	\$0.00	\$0.00	\$0.00	\$303.20
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
04/15	04/14	8230509FT000HX4RS	LIBIB.COM COVINA CA	11.00		
04/23	04/22	8702130G100005Z9D	SP INSECT LORE SHAFTER CA	182.74		
04/25	04/25	5543286G45ZKWJAH4	AMAZON.COM*QB3XH9H63 AMZN.COM/BILL WA	50.58		

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)							
TAMMY MCHENRY							
XXXX XXXX XXXX 9812			PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$10,000.00			\$3,305.77	\$0.00	\$0.00	\$159.00 CR	\$3,146.77
Post Date	Tran Date	Reference Number	Transaction Description				Amount
04/04	04/03	8271116FE0009TJ02	TICKETS BE DRAMA: BERK NEW YORK CITY NY				165.30
04/05	04/04	5543286FF5W9N1GJV	MEADOWBROOK THEATRE 248-370-3302 MI				357.00
04/09	04/08	0543684FLBLKEL75L	SAMS CLUB #6659 MADISON HEIGH MI				155.64
04/11	04/10	5543286FM5VDTVJ2	AMZN MKTP US*6596R3PV3 AMZN.COM/BILL WA				117.95
04/11	04/10	5543286FM5VELDMRG	AMZN MKTP US*1B21E2DL3 AMZN.COM/BILL WA				78.93
04/11	04/10	5543286FM5VQ89GGW	AMZN MKTP US*SA9D152I3 AMZN.COM/BILL WA				16.95
04/11	04/10	5543286FM5V9FX13P	AMAZON.COM*AK92U2MO3 AMZN.COM/BILL WA				14.19
04/11	04/11	5543286FN5VFDN2LG	AMZN MKTP US*DL8FY06A3 AMZN.COM/BILL WA				109.99
04/12	04/11	5543286FN5VPZWNRA	AMZN MKTP US*ZW1TA1OK3 AMZN.COM/BILL WA				560.65
04/14	04/12	0534588FP8PMQ9PAZ	EDDIES PIZZA WARREN MI				48.00
04/14	04/12	8230509FP000RPPYH	CANVA* I04119-60739824 CAMDEN DE				265.00
04/14	04/13	5543286FR5W55AN64	AMZN MKTP US*KR9IE66I3 AMZN.COM/BILL WA				119.96
04/15	04/15	5543286FS5WP0TM1N	AMZN MKTP US*ON7P13AU3 AMZN.COM/BILL WA				37.97
04/17	04/17	8230509FW0008E9QT	AMAZON MAR* 112-998044 SEATTLE WA				28.99
04/19	04/17	8230698FXLBXL5AAM	E GROUP INC 703-674-5455 VA				225.00
04/19	04/19	5543286FY5XSVTPV8	AMZN MKTP US*WN15R22F3 AMZN.COM/BILL WA				53.99
04/21	04/19	5544641FY61JYBXT0	NAESP-PEAP ALEXANDRIA VA				59.94
04/21	04/19	8271116FY0007EP9W	BACK-2-BACK-XPERIENCE DETROIT MI				180.41
04/21	04/20	5543286FZ5Y8AS579	AMAZON.COM*5U6J92XU3 AMZN.COM/BILL WA				42.57
04/26	04/25	5543286G45ZR01F2G	AMZN MKTP US*6V4JS7LC3 AMZN.COM/BILL WA				9.99
04/26	04/25	8230509G50003QD4E	AMAZON MAR* 112-008510 SEATTLE WA				45.97
04/26	04/26	5543286G55ZV37G45	AMZN MKTP US*BI6U57ED3 AMZN.COM/BILL WA				9.99
04/26	04/26	5543286G55ZY3655	AMAZON.COM*7D30Q1KU3 AMZN.COM/BILL WA				138.39
04/28	04/25	5270715G509FY3VB1	THE HOME DEPOT #2731 MADISON HEIG CREDIT				159.00 CR
04/28	04/26	5550629G6L2V8L9FD	EDUCATIONAL THEATRE AS CINCINNATI OH				354.00
04/28	04/26	5550629G6L2V8L9JZ	EDUCATIONAL THEATRE AS CINCINNATI OH				109.00

ACCOUNTS PAYABLE							
XXXX XXXX XXXX 0249			PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$250,000.00			\$31,233.71	\$0.00	\$0.00	\$0.00	\$31,233.71
Post Date	Tran Date	Reference Number	Transaction Description				Amount
04/02	04/01	8230733FQS66K9JHK	US COACHWAYS 800-3595991 NY				3,610.56
04/02	04/01	5270824FQ2DZ327P5	REPUBLIC SERVICES TRAS PHOENIX AZ				7,823.08
04/03	04/02	5543687FE3TYFZXKE	A AND G CENTRAL MUSIC TROY MI				76.80
04/03	04/02	5543687FE3TYFZXLO	A AND G CENTRAL MUSIC TROY MI				650.00
04/04	04/03	5543286FE5W0LP1LB	TMOBILE*AUTO PAY 800-937-8997 WA				2,000.00
04/05	04/04	7545084FFBDSBZMLA	PROCARE SOFTWARE MEDFORD OR				353.00
04/05	04/04	7545084FFBDSBZMLW	PROCARE SOFTWARE MEDFORD OR				355.00
04/08	04/07	5543286FJ5SGHTXVN	TMOBILE*AUTO PAY 800-937-8997 WA				342.93
04/10	04/09	5270824FM2E11QAM8	REPUBLIC SERVICES TRAS PHOENIX AZ				4,009.91
04/11	04/10	5550629FMM4EAHGM6	ECOLAB INC SAINT PAUL MN				258.50
04/11	04/10	5550629FMM4FGN79V	ECOLAB INC SAINT PAUL MN				93.50
04/11	04/10	5550629FMM4K08T31	ECOLAB INC SAINT PAUL MN				93.50
04/11	04/10	5550629FMM4PVP4SL	ECOLAB INC SAINT PAUL MN				93.50
04/11	04/10	5550629FMM4S9XJWA	ECOLAB INC SAINT PAUL MN				82.50
04/11	04/10	5550629FMM4T8HFAA	ECOLAB INC SAINT PAUL MN				93.50
04/11	04/10	5550629FMM4WQMS5Z	ECOLAB INC SAINT PAUL MN				159.50

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)				
BRADLEY WILKINS				
XXXX XXXX XXXX 2278				
CREDIT LIMIT \$25,000.00				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
04/14	04/12	5543286FP5VZ6DBT0	AMZN MKTP US*LT1QZ7RL3 AMZN.COM/BILL WA	318.00
04/14	04/12	5543286FP5W03RDLR	AMZN MKTP US*IA0VQ3EP3 AMZN.COM/BILL WA	3,187.55
04/17	04/15	0543684FV2X63GWSE	MICRO CENTER #055-RETA MADISON HEIGH MI	139.96
04/17	04/16	5543286FV5X54WM6B	AMZN MKTP US*UV47I1SC3 AMZN.COM/BILL WA	182.70
04/17	04/16	5543286FV5X7JK4LP	AMZN MKTP US*QP3DY5UW3 AMZN.COM/BILL WA	185.30
04/18	04/17	2514061FX13ZZE9M1	CHROMEBOOK PARTS SAINT PAUL MN	1,274.25
04/25	04/23	5265384G3611MS27F	Z'S BAR & RESTAURANT GRAND RAPIDS MI	52.40
04/28	04/25	5543286G5603KN4FQ	COURTYARD BY MARRIOTT GRAND RAPIDS MI	694.13
			CHECK IN:04/22/2024 NUMBER OF NIGHTS:0001	
			CHECK OUT:04/25/2024	
			DAILY RATE: 169.00	

JASON ZIRNIS						
XXXX XXXX XXXX 4388						
CREDIT LIMIT \$100,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$8,267.26	\$0.00	\$0.00	\$0.00	\$8,267.26
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
04/02	04/01	5531020FD2MJH48BF	DUNHAMS 063 FLINT MI	153.46		
04/14	04/11	8535335FPQ1VSPNGH	MSBO 5173272584 MI	150.00		
04/16	04/15	8230509FS000ET8SL	A&P TREE SERVICE PONTIAC MI	5,300.00		
04/17	04/15	8535335FVQ2X44LW6	MSBO 5173272584 MI	650.00		
04/17	04/15	8535335FVQ2X48QVJ	MSBO 5173272584 MI	650.00		
04/28	04/25	5543286G5601P7LWL	AMWAY GRAND PLAZA HOTE GRAND RAPIDS MI	681.90		
			CHECK IN:04/22/2024 NUMBER OF NIGHTS:0003			
			CHECK OUT:04/25/2024			
			DAILY RATE: 0.00			
04/28	04/25	5543286G5601P7LXY	AMWAY GRAND PLAZA HOTE GRAND RAPIDS MI	681.90		
			CHECK IN:04/22/2024 NUMBER OF NIGHTS:0003			
			CHECK OUT:04/25/2024			
			DAILY RATE: 0.00			

CHARLES PLEINESS						
XXXX XXXX XXXX 4166						
CREDIT LIMIT \$5,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$299.40	\$0.00	\$0.00	\$0.00	\$299.40
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
04/01	03/31	8230509FB00079QQ8	CANVA* I04107-18737599 CAMDEN DE	299.40		

GINA BREW						
XXXX XXXX XXXX 8853						
CREDIT LIMIT \$20,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$2,134.72	\$0.00	\$0.00	\$0.00	\$2,134.72
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
04/28	04/26	7545491G5S66HYFPQ	SULLIVANS FLEET SERVIC HAZEL PARK MI	2,134.72		

THOMAS OESTRIKE						
XXXX XXXX XXXX 2511						
CREDIT LIMIT \$10,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$51.35	\$0.00	\$0.00	\$0.00	\$51.35
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
04/07	04/06	8230509FH0008R4QV	NFHSNTWRK* 0474877667U ATLANTA GA	11.99		

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

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

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04/24	04/23	5541734G3TBAAYNEV	NAME:KNOBLOCK,KEVIN TICKET#:00641126859343 LEG 1: ITINERARY#:10000 DATE:04/23/2024 DEPARTURE TIME:10:00 CARRIER:DL ARRIVAL TIME:00:00 ORIGINATION:LAX DESTINATION:LAX DELTA 00622294132423 DELTA.COM CA	9.50
04/24	04/23	5541734G3TBAAYWZY	NAME:KNOBLOCK,KEVIN TICKET#:00622294132423 LEG 1: ITINERARY#:2384 DATE:05/04/2024 DEPARTURE TIME:10:00 CARRIER:DL ARRIVAL TIME:00:00 ORIGINATION:DTW DESTINATION:SAV LEG 2: ITINERARY#:2980 DATE:05/08/2024 DEPARTURE TIME:12:56 CARRIER:DL ARRIVAL TIME:00:00 ORIGINATION:SAV DESTINATION:DTW DELTA 00622294191153 DELTA.COM CA	627.70
04/24	04/23	5542950G2MLPHNEFM	ALLIANZ TRAVEL INS 8772524264 VA	46.08
04/24	04/23	5543286G35ZQK4MAR	ACT*YMCAMETRODETROIT 313-225-2487 MI	1,800.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
CARLA BEACH XXXX XXXX XXXX 1145 CREDIT LIMIT \$5,000.00				
			PURCHASES	\$253.21
			CASH ADV	\$0.00
			FEES CHARGED	\$0.00
			CREDITS	\$0.00
			TOTAL ACTIVITY	\$253.21
04/01	03/31	5543286FB5V5TNRDR	AMAZON.COM*ZU39654X3 AMZN.COM/BILL WA	111.34
04/01	03/31	5543286FB5V7H3KS6	AMZN MKTP US*BN1EY6083 AMZN.COM/BILL WA	141.87

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)						
DANIEL WROBBEL						
XXXX XXXX XXXX 7356		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$20,000.00		\$1,034.45	\$0.00	\$0.00	\$0.00	\$1,034.45
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
04/05	04/04	5526352FG2LT5ARXN	HARBOR FREIGHT TOOLS 4 MADISON HEIGH MI		75.23	
04/17	04/16	5543286FW5X8BP4S8	MEIJER # 306 WARREN MI		121.44	
04/18	04/17	5550629FWM49YFF00	RESTAURANT EQUIPPERS D COLUMBUS OH		148.33	
04/21	04/19	5541734FZJM2JLA9T	SPORTSMANS WAREHOUSE 6 TROY MI		100.59	
04/21	04/19	0543684FZBLKY34QX	SAMS CLUB #6659 MADISON HEIGH MI		126.74	
04/21	04/19	5270715FZ09FY1RMT	THE HOME DEPOT #2731 MADISON HEIGH MI		15.88	
04/23	04/22	0543684G2BLKPBXGV	SAMS CLUB #6659 MADISON HEIGH MI		174.84	
04/24	04/23	5526352G32LT5BZNR	HARBOR FREIGHT TOOLS 4 MADISON HEIGH MI		24.36	
04/24	04/23	5531020G3BM41ZH6R	TONYS ACE HDWE HAZEL PARK MI		14.61	
04/30	04/29	5543286G860ZZYDRP	AMZN MKTP US*SO42K1OY3 AMZN.COM/BILL WA		35.60	
04/30	04/30	5543286G9612S2EX7	MEIJER 268 *PRODESC 877-363-4537 MI		196.83	
KEVIN D KNOBLOCK						
XXXX XXXX XXXX 5663		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$208.13	\$0.00	\$0.00	\$0.00	\$208.13
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
04/24	04/22	8535335G2Q41469HR	STUTTERINGF 8009929392 TN		19.13	
04/26	04/25	8230509G4000MJPW	SP THE AUTISM HELPER PARK RIDGE IL		189.00	
JULIA KENNEDY						
XXXX XXXX XXXX 3617		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$250.90	\$0.00	\$0.00	\$0.00	\$250.90
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
04/09	04/08	8271116FK000Q0RZH	KIWIWRITE.COM NAPERVILLE IL		99.00	
04/19	04/18	5546315FX5SDP913Y	LOUI'S PIZZA, INC. HAZEL PARK MI		84.75	
04/23	04/23	5526352G25ZX5E19P	GUILFORD PUBLICATIONS NEW YORK NY		67.15	
RYANN VOSS						
XXXX XXXX XXXX 5452		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$25,000.00		\$23,106.38	\$0.00	\$0.00	\$307.45 CR	\$22,798.93
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
04/03	04/02	8271116FD000966SQ	AMERICAN PAPER OPTICS BARTLETT TN		209.68	
04/04	04/03	8271116FE0006ADVL	SP POOLWEB COM AUGUSTA ME		368.21	
04/05	04/04	0230537FG00JLR9Z2	BJS WHOLESALE #383 MADISON HEIGH MI		56.93	
04/09	04/08	5543286FK5STSWB0K	SQ *ALLSTAR CREATIONZ GOSQ.COM MI		3,018.75	
04/09	04/08	5550036FK0D17KGM2	WEISSMAN'S THEATRICAL SAINT LOUIS MO		130.85	
04/10	04/09	5543286FL5V39MPLL	SQ *ALLSTAR CREATIONZ GOSQ.COM MI		540.00	
04/10	04/10	5543286FM5V7HWY3X	AMZN MKTP US*8K7G23GV3 AMZN.COM/BILL WA		48.69	
04/10	04/10	5531020FM2DM2XMNY	AMAZON.COM*OZ16LOYG3 SEATTLE WA		40.07	
04/11	04/10	5531020FM2E11K3NY	AMAZON.COM*DE8QT0033 SEATTLE WA		134.03	
04/12	04/11	5542950FNLRSS3JTG	VISTAPRINT 8662074955 MA		254.95	
04/12	04/11	8535335FNQ1VL9A2S	PAYPAL *MOTORCITYGA 4029357733 CA		329.00	
04/14	04/12	5543286FP5VWLYB5V	UPS*29EH74LI2HI 800-811-1648 GA		8.50	
04/14	04/12	5543286FP5VWLYT5Y	UPS*1Z6T9R7J0339593021 800-811-1648 GA		21.24	
04/14	04/12	5543286FP5W0MSDV7	IN *HIGHEST HONOR, INC 248-5887845 MI		38.00	
04/14	04/12	8230733FPS66LB4KH	US COACHWAYS 800-3595991 NY		433.12	
04/14	04/12	7271006FPS66EWZM0	THE LIFEGUARD STORE, I 309-4515858 IL		454.61	

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

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

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04/24	04/23	5543286G25Z8AL3GW	AMZN MKTP US*FH0K05I53 AMZN.COM/BILL WA	75.94
04/25	04/24	5543286G35ZE7AK4N	SQ *RAINBOW DRAPERY & WARREN MI	1,490.00
04/25	04/25	5543286G45ZJY8LAP	AMZN MKTP US*P91C93UI3 AMZN.COM/BILL WA	213.93
04/25	04/25	5543286G45ZKHWW08	AMZN MKTP US*0C5JG66Y3 AMZN.COM/BILL WA	192.29
04/28	04/27	5543286G6607SBZK5	UPS*29YHMF5I64H 800-811-1648 GA	8.50
04/28	04/27	5543286G6607SQD9R	UPS*1Z64TCK10320000416 800-811-1648 GA	15.51
04/29	04/26	5548382G7AT849488	SAMSLUB.COM 888-746-7726 AR	39.58
04/29	04/28	5531020G72E05LNX5	AMAZON.COM*X02FU3MO3 SEATTLE WA	759.00
04/30	04/29	8230509G8000GAQFR	AMAZON MAR* JIMMY PATE SEATTLE WA	19.79
04/30	04/29	8230509G8000QG2YG	AMAZON RETAIL* RVOSS SEATTLE WA	873.78

RAMONA SOULEYRETTE
 XXXX XXXX XXXX 6440
 CREDIT LIMIT \$5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
		PURCHASES	CASH ADV	FEES CHARGED
		\$1,002.82	\$0.00	\$0.00
		CREDITS	TOTAL ACTIVITY	\$0.00
				\$1,002.82
Post Date	Tran Date	Reference Number	Transaction Description	Amount
04/03	04/03	5543286FE5VXXHSFQ	AWL*PEARSON EDUCATION PRSONCS.COM NJ	526.84
04/14	04/13	5543286FR5W47TLZS	AWL*PEARSON EDUCATION PRSONCS.COM NJ	258.64
04/28	04/25	8513429G5Q3V4J173	LANGUSE INV 8882322502 ON	217.34

JR VIKINGS
 XXXX XXXX XXXX 1499
 CREDIT LIMIT \$7,500.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
		PURCHASES	CASH ADV	FEES CHARGED
		\$4,568.04	\$0.00	\$0.00
		CREDITS	TOTAL ACTIVITY	\$0.00
				\$4,568.04
Post Date	Tran Date	Reference Number	Transaction Description	Amount
04/05	04/03	8548614FFLF4EW35F	TOP NOTCH PRINTING HAZEL PARK MI	260.00
04/05	04/03	8548614FFLF4EW35P	TOP NOTCH PRINTING HAZEL PARK MI	640.00
04/05	04/03	8548614FFLF4EW369	TOP NOTCH PRINTING HAZEL PARK MI	1,140.00
04/10	04/09	5543687FL7WQF70D4	HASTY AWARDS INC OTTAWA KS	342.50
04/19	04/18	7545491FXS66J7LMN	SAVERS WHOLESALE PRINT MADISON HEIGH MI	240.86
04/19	04/18	7518738FXS66DJ3HS	QUICK MADE TROPHY SALE WARREN MI	985.00
04/21	04/19	5543286FY5Y0LNSJW	SQ *BOUNCE-N-SLIDE PAR STERLING HEIG MI	583.00
04/22	04/20	0543684G02X74YKQW	KROGER 5447 HAZEL PARK MI	170.18
04/28	04/26	7541823G55T44310Z	NUWAYCOMBAT WILMINGTON MA	206.50



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: June 17, 2024

Please see the personnel actions as indicated on the *Hazel Park Board of Education Personnel Recommendations* report for the June 17, 2024 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
Taylor Bryant	Mandated Reporting and Human Trafficking	10/10/24	Oakland Schools	\$20.00
Stephanie Martin	Mandated Reporting and Human Trafficking	10/10/24	Oakland Schools	\$20.00
Gabriel Miller	Restorative Practices 2 Day Introduction	6/24/24 - 6/25/24	Eastern Mich University	\$395.00
Mary Miller	Restorative Practices 2 Day Introduction	6/24/24 - 6/25/24	Eastern Mich University	\$395.00
Emily Pannecouk	APSI Summer Institute	6/10/24 - 6/13/24	Novi High School	\$750.00
Mary Miller	Restorative Practices Neutral Zone	6/26/24-6/28/24	Eastern Mich University	CANCELLED
Andrea Clayton	Restorative Practices Trainers	6/24/24- 6/25/24	Eastern Mich University	\$395.00
Lynne Evans	Executive Function	9/10/24	Oakland Schools	\$20.00
Mary Hall-Pavlak	Restorative Practices Trainers	6/24/24 - 6/25/24	Eastern Mich University	\$395.00
Mary Ellen Lowe	Executive Function	9/10/24	Oakland Schools	\$20.00
Cynthia Thomas	Restorative Practices Trainers	6/24/24 - 6/25/24	Eastern Mich University	\$395.00
Jodi Cox	Restorative Practices Trainers	6/24/24 - 6/25/24	Eastern Mich University	\$395.00
Danielle Seikay	Josten's Summer Workshop	6/18/24	Clarkston, MI	\$340.00
Shana Williams	23rd Annual CADCA Mid-year Conference	7/14/24 - 7/18/24	Chicago, IL	\$745
Teresa Cuares	Oakland Schools Special Education Summer Summit	8/13/24- 8/14/24	Oakland Schools	\$50.00
Heather Mahoney	Youth Mental Health First Aid	6/18/24	Oakland Schools	\$25.00



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: Thomas Oestrike, Athletic Director
Subject: MHSAA Membership
Date: 6/10/2024

Please find the Michigan High School Athletic Association Resolution for the August 1, 2024 - July 31, 2025 school year, herein referred to as MHSAA. This resolution must be approved each year in order for our athletic programs to participate and be covered in the state programs, which includes the 1,000,000 insurance plan and concussion care gap insurance. Schools that wish to host or participate in meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. To obtain membership, it is necessary to adopt the resolution for its junior high/middle and senior high schools.

Funding Source: N/A

Being a member creates lifelong memories and a sense of community for our student athletes. We have been very fortunate to host many MHSAA district tournaments this past school year because of the atmosphere Hazel Park Schools has created and our beautiful facilities. Continuing our membership will allow our athletes, school district and community members to prosper.

Please see the following articles, pertaining to the MHSAA:

https://www.mhsaa.com/Portals/0/Documents/library/epva7.html?ver=w8nOvRCFp25Sj6D0lzPl_Q%3d%3d

<https://www.mhsaa.com/Portals/0/Documents/library/philos.html?ver=GmxnVAEdibIghHV30e4FBw%3d%3d>

Strategic Goal Alignment:

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

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

Recommendation:

The Hazel Park Board of Education approves the 2024-25 Michigan High School Athletic Association Resolution, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



MHSAA[®] 2024-25

1661 Ramblewood Drive
East Lansing, MI 48823
(517) 332-5046

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. **It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.**

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

MEMBERSHIP RESOLUTION

For the year August 1, 2024 — through July 31, 2025

LIST ON BACK

_____ the School(s) which are under the direction of this Board of Education/Governing Body.

(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2024-25 must be listed on the back of this form)

Hazel Park School District City/Township of Hazel Park

County of Oakland, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current HANDBOOK as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2024 and shall remain effective until July 31, 2025, during which the authorization may not be revoked.

RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

Hazel Park School(s), on the 17th day of June, 2024,
and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Dr Amy Kruppe, Superintendent

(Governing Body Name)

1620 E Elza Ave

(Address)

Hazel Park, MI 48030

(City & Zip Code)

amy.kruppe@myhpsd.org

(Contact E-mail)

Board Secretary Signature
or Designee

Check if Designee

-OVER-

Please be sure to save document and then send to camala@mhsaa.com as an attachment.

Schools Which Are To Be MHSAA Members During 2024-25

NOTE: Pursuant to the MHSAA Constitution, all high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has enrollment and onsite attendance of at least 15 students, whether for grades 6 through 8 or 9, grades 7 through 8 or 9, or grades 9 or 10 through 12; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization. To reach the 15-student minimum for middle school membership, schools may join the MHSAA at the 6th-grade level whether or not 6th-grade students participate in athletics.

- A. This Section does not require school districts to become member schools at the junior high/middle school level and does not require school districts to sponsor any interscholastic athletics for 6th-grade students.
- B. If a school district's MHSAA Membership Resolution lists a junior high/middle school as an MHSAA member school, and if the school sponsors a 6th-grade team in any sport or permits a 6th-grade student to participate with 7th- and/or 8th-grade students in any sport, then all of Regulations III and IV apply to all 6th-graders in all sports involving 6th-graders on teams sponsored by that school. If the school does not allow any 6th-graders to participate in a sport, MHSAA rules do not apply in that sport.

Name the Member High School(s)

List separately from JH/MS even if all grades are housed in the same building.

1. Hazel Park High School
2. Hazel Park High School Viking Virtual Academy
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

If necessary, list additional schools for either column on a separate sheet.

Name the Member Junior High /Middle School(s)

(member 6th, 7th and 8th-grade buildings)

List separately from HS even if all grades are housed in the same building.

1. Hazel Park Junior High School

Name of Member School

Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): 6-8

Provide anticipated 2024-25 7th and 8th-grade enrollment 250

Provide anticipated 2024-25 6th-grade enrollment 130

Grade levels for membership: 6 7 8

Yes No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.

2. _____

Name of Member School

Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): _____

Provide anticipated 2024-25 7th and 8th-grade enrollment _____

Provide anticipated 2024-25 6th-grade enrollment _____

Grade levels for membership: 6 7 8

Yes No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.

3. _____

Name of Member School

Configuration of grades in building (e.g. K-6, 6-8, 7-8, 7-9): _____

Provide anticipated 2024-25 7th and 8th-grade enrollment _____

Provide anticipated 2024-25 6th-grade enrollment _____

Grade levels for membership: 6 7 8

Yes No 6th-graders will be participating in at least one sport with 7th and 8th graders. If yes, and not housed in the same building, add the name of the building that houses 6th-graders on the line below.

Please be sure to save document and then send to camala@mhsaa.com as an attachment.



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
Subject: AASA 2024 Conference
Date: June 10, 2024

I am requesting to attend the AASA National Conference on Education from Wednesday, March 5 to Saturday, March 8, 2024 in New Orleans, Louisiana. I have been requested to present on Safety at this conference. The School Superintendents Association, is the premier professional development and networking event for school superintendents and administrators. More than 3,000 superintendents will be attending.

The approximate total cost for attendance for the three day conference is: **\$1924.00.**

Cost Breakdown:

Registration: \$795.00 - Early bird registration by October 31, 2024
Flight: \$394.00
Room: \$ 245.00 x 3 nights = \$735.00
Meal Allowance (includes 3 meals per day): \$150.00

Funding Source: General Fund Dollars

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 conference request for the AASA National Conference at a cost of \$1924.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: MASA 2024-25 Membership Renewal
Date: June 10, 2024

The Michigan Association of School Administrators (MASA) is the leading association for school superintendents. This organization provides leadership in directing and guiding the superintendent in staff development, decision making, legislation and information. Membership is provided through the Superintendent's contract. The cost of membership for 2024-25 is \$1481.68, which includes membership to MASA and AASA which is the national superintendent association.

Membership in this organization is supported through the district mission statement as this organization allows the superintendent to bring to the district information and strategies of curriculum and instruction, work with all stakeholders and overall work of the superintendent.

Mission Statement

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

Recommendation
That the Board of Education approve the 2024-25 MASA membership at a cost of \$1481.68.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Superintendent





Membership Dues

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

Dues Amount:	\$1,481.68
Member ID:	13471
Member Year:	7/1/2024 - 6/30/2025

Superintendent / New Superintendent Information

Name: Amy Kruppe	Name:
Email: amy.kruppe@hazelparkschools.org	Email:
Mobile Phone: <small>Contact information is for MASA internal use in the event we need to contact a member directly</small>	Mobile Phone:

Item Description	Total
1 Membership Dues (7/1/2024 - 6/30/2025)	\$1,481.68
AASA Membership Dues (7/1/2024 - 6/30/2025)	
2 <input type="checkbox"/> I do not want AASA Membership Subtract \$485 from total (subtract \$241 for districts with less than 350)	
3 <input type="checkbox"/> MASA Executive Assistant Membership 2024 - 2025 (Optional) *Complete contact section below when adding this option. Name: _____ Email: _____ Phone: _____	\$100.00
Total	\$ _____

Renewal Options:

1. Online Membership Renewal:

Sign in at <https://masaonline.gomasa.org>

Once you have signed in, click on your district's name and select the renew option



2. Alternate Mailing Payment Method:

Payments may be made by check or credit card.
 All checks should be made out to MASA and include member(s) name.



Card #: _____
 Expiration Date: _____ CVV/CID: _____
 Name Printed on Card: _____
 Signature _____



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: Non-Union Contract
Date: May 1, 2024

We are seeking the approval for updates to the contract and increases in pay for the Non-Union Employees for the 2024-2025 school year:

Increase in pay range for GSRP and Preschool Academy Teachers:
2023-2024 pay range \$41,260 to \$49,038 per year
2024-2025 pay range \$43,323 to \$51,489 per year

Increase in pay range for GSRP Associate Teachers:
2023-2024 pay range \$16.75 to \$18.50 per hour
2024-2025 pay range \$17.59 to \$19.43 per hour

2024-2025 pay increase and additional step added for Security Guards:
1st year \$15.90/hour
2nd year \$16.69/hour - adjusted to 5% between steps
3rd year \$17.52/hour - added step (5%)

Added Juneteenth to the holiday schedule for all groups. Employees would only get the holiday if they are scheduled to work.

A 5% increase would apply to other staff who fall under this agreement (technology).

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 , Grants

Recommendation

That the Board of Education approve pay increases and contract changes for the non-union group for the 2024-2025 school year, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





Non-Union Employee Salary & Benefit Summary

2024-2025 School Year

Central Office Staff (Non-Administration)

Vacation Days. Central Office Staff will be provided with paid vacation time according to the following schedule below:

- Vacation requests must be approved in advance by the employee’s immediate supervisor.
- Vacation time is expected to be used by June 30 of each year.
- Central Office Staff may carry over unused vacation days to August 31, upon written approval from the Superintendent. If days are not used by August 31st, they will be removed from the employees vacation bank.
- The Superintendent may waive this maximum vacation carryover for extenuating circumstances on a case by case basis.

Years of Service	# of Days
0 to 4 Years	10 Days
5 to 9 Years	15 Days
10 or More Years	20 Days

Sick Time. Unused sick time for Central Office Staff shall not accumulate above 50 days.

Upon retirement or death, Central Office Staff shall be paid one-half of their unused cumulative sick days up to a maximum of 50 full days of pay (up to 100 unused sick days). The total payment shall not exceed \$5,000.

Employees shall be allocated sick leave days at the beginning of the contract year for the purposes of personal illness or injury, or illness in the immediate family (interpreted as spouse, son or daughter, parents, or other dependents). Employees who terminate before the end of the 2024-2025 school year and have used their allocated sick leave will have their days prorated as appropriate.

Central Office sick leave shall be allocated as follows:

- Employees will be allowed 12 days per year without loss of salary.



- Not more than two (2) sick leave days may be used for personal business; such leave shall be granted upon written request from the employee to his/her supervisor, in advance if possible.
- In the event of an emergency, personal business leave may be approved after the absence of the employee.
- If you are out for three or more days, the employee must return with a Doctor’s note stating that the employee is fit for duty.

Insurance. Non-union Central Office Staff working 30 hours or more per week are eligible for single subscriber, 2-Person, or Full Family Medical, Dental, Vision and ancillary insurance coverage, subject to annual hard cap limits. Medical and ancillary benefit insurance plan carriers and benefit levels may be changed at the discretion of the Board of Education.

Longevity. Central Office Staff will be paid longevity according to the following schedule those receiving longevity before 2017-2018 shall remain on the previous hourly rate of \$1.75 and below is for those after 2018:

Years of Service	Hourly Rate	Annual Hours (2080)
Prior to 2017-18 20 or more years	\$1.75	\$3,640.00
2017-18 and Onward 20 or more years	\$1.50	\$3,120.00

Paid Holidays. Employees shall receive the following paid holidays:

Friday before Labor Day	Christmas Eve	MLK Day*
Labor Day	Christmas Day	Good Friday
Wednesday before Thanksgiving*	New Years Eve	First Day of Spring Break
Thanksgiving Day	New Years Day	Memorial Day
Friday after Thanksgiving		Juneteenth

**If school is not in session.*

In the event that one of the above holidays falls on a Saturday or Sunday, an alternate holiday will be awarded, not to be in conflict with the school calendar.

When July 4 falls on Tuesday, Monday July 3 shall be an additional paid holiday. When July 4 falls on Thursday, Friday, July 5 shall be an additional paid holiday.



GSRP, Preschool Academy, and Associate Teachers

Salary. GSRP Preschool Teachers & GSRP Associate Teachers are employed on an hourly basis as follows:

- GSRP and Preschool Teacher: \$43,323 to \$51,489 per year
- GSRP Associate Teacher: \$17.59 to \$19.43 per hour

Salary placement for GSRP, Preschool Academy, and Associate Teachers shall be determined by the Superintendent at the time of hire and may include consideration for degrees obtained and relevant prior experience.

Sick Time. GSRP, Preschool Academy, and Associate Teachers shall be given employees 10 days each year without loss of salary.

- Not more than two (2) sick leave days may be used for personal business; such leave shall be granted upon written request from the employee to his/her supervisor, in advance if possible.
- In the event of an emergency, personal business leave may be approved after the absence of the employee.
- If you are out for three or more days, the employee must return with a Doctor’s note stating that the employee is fit for duty.
- Unused sick leave time shall accumulate in an employee’s sick leave bank up to a maximum of 50 days. Upon retirement an employee shall receive a payment equivalent to \$20 per day for up to 50 days, with a maximum payment of \$1,000.
- Employees shall be allocated sick leave days at the beginning of the contract year for the purposes of personal illness or injury, or illness in the immediate family (interpreted as spouse, son or daughter, parents, or other dependents). Employees who terminate before the end of the 2024-2025 school year and have used their allocated sick leave will have their days prorated as appropriate. Immediate family is interpreted as spouse, son or daughter, parents, or other dependents.

Calendar: Employees should follow the Early Childhood Calendar including professional development days.

GSRP Associate Teachers shall receive the following holidays:

Friday before Labor Day	Friday after Thanksgiving	MLK Day*
Labor Day	Christmas Eve	Good Friday



Wednesday before Thanksgiving*	Christmas Day	First Day of Spring Break
Thanksgiving Day	New Years Eve	Memorial Day
	New Years Day	Juneteenth**

***if school is in session*

**if school is not in session*

Insurance: Staff working 30 hours or more per week are eligible for single subscriber, 2-Person, or Full Family Medical, Dental, Vision and ancillary insurance coverage, subject to annual hard cap limits. Medical and ancillary benefit insurance plan carriers and benefit levels may be changed at the discretion of the Board of Education.

Vendor Alternative Education Staff

Salary/Rate. The hourly pay rate for employees working at vendor alternative education programs is \$21.13 per hour.

Sick Time. Vendor Alternative Education Teachers shall be considered as 10-month employees and authorized 10 days each year without loss of salary.

- Not more than two (2) sick leave days may be used for personal business; such leave shall be granted upon written request from the employee to his/her supervisor, in advance if possible.
- In the event of an emergency, personal business leave may be approved after the absence of the employee.
- If you are out for three or more days, the employee must return with a Doctor’s note stating that the employee is fit for duty.
- Unused sick leave time shall accumulate in an employee’s sick leave bank up to a maximum of 50 days. Upon retirement an employee shall receive a payment equivalent to \$20 per day for up to 50 days, with a maximum payment of \$1,000.
- Employees shall be allocated sick leave days at the beginning of the contract year for the purposes of personal illness or injury, or illness in the immediate family (interpreted as spouse, son or daughter, parents, or other dependents). Employees who terminate before the end of the 2024-2025 school year and have used their allocated sick leave will have their days prorated as appropriate.

Insurance: Staff working 30 hours or more per week are eligible for single subscriber, 2-Person, or Full Family Medical, Dental, Vision and ancillary insurance coverage, subject to annual hard cap limits. Medical and ancillary benefit insurance plan carriers and benefit levels may be changed at the discretion of the Board of Education.



Paid Holidays. Employees shall receive the following paid holidays:

Friday before Labor Day	Friday after Thanksgiving	MLK Day*
Labor Day	Christmas Eve	Good Friday
Wednesday before Thanksgiving*	Christmas Day	First Day of Spring Break
Thanksgiving Day	New Years Eve	Memorial Day
	New Years Day	Juneteenth**

**If school is not in session*

***if school is in session*

Security Staff

Salary. Security personnel are employed on an hourly basis as follows:

1st year	\$15.90/hour
2nd year	\$16.69/hour
3rd Year	\$17.52/hour

Sick Time. Security personnel shall be considered as 10-month employees and authorized 10 days each year without loss of salary.

- Not more than two (2) sick leave days may be used for personal business; such leave shall be granted upon written request from the employee to his/her supervisor, in advance if possible.
- In the event of an emergency, personal business leave may be approved after the absence of the employee.
- If you are out for three or more days, the employee must return with a Doctor’s Note that they are fit for duty.
- Unused sick leave time shall accumulate in an employee’s sick leave bank up to a maximum of 50 days. Upon retirement or death an employee shall receive a payment equivalent to \$20 per day for up to 50 days, with a maximum payment of \$1,000.
- Employees shall be allocated sick leave days at the beginning of the contract year for the purposes of personal illness or injury, or illness in the immediate family (interpreted as spouse, son or daughter, parents, or other dependents). Employees who terminate before the end of the 2024-2025 school year and have used their allocated sick leave will have their days prorated as appropriate.



Insurance: Staff working 30 hours or more per week are eligible for single subscriber, 2-Person, or Full Family Medical, Dental, Vision and ancillary insurance coverage, subject to annual hard cap limits. Medical and ancillary benefit insurance plan carriers and benefit levels may be changed at the discretion of the Board of Education.

Paid Holidays. Employees shall receive the following paid holidays:

Friday before Labor Day	Friday after Thanksgiving	MLK Day*
Labor Day	Christmas Day	Good Friday
Wednesday before Thanksgiving*	New Years Eve	First Day of Spring Break
Thanksgiving Day	New Years Day	Memorial Day
Juneteenth**		

**If school is not in session*

***if school is in session*

In the event that one of the above holidays falls on a Saturday or Sunday, an alternate holiday will be awarded, not to be in conflict with the school calendar.



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 Human Resources
Subject: Central Office Administration Pay Increase
Date: June 6, 2024

We are seeking the approval for a 5% increase in pay for the following Central Office Administration and support staff for the 2024-2025 school year. The increase would be effective July 1, 2024.

Name	Position	2023/2024 Pay		2024/2025 Pay
Jason Zirniss	Assistant Superintendent of Business and Operations	152,794.72	7,639.74	160,434.46
Dr. Stephanie Dulmage	Assistant Superintendent of Teaching and Learning	140,400.00	7,020.00	147,420.00
Dr. Megan Papsian-Broadwell	Executive Director of Student Services	135,200.00	6,760.00	141,960.00
Julia Kennedy	Supervisor of Student Services	105,000.00	5,250.00	110,250.00
Kevin Knoblock	Supervisor of Student Services	105,000.00	5,250.00	110,250.00
Kristy Cales	Director of Human Resources	124,800.00	6,240.00	131,040.00
Bradley Wilkins	Director of Technology	102,129.04	5,106.45	107,235.49
Charles Pleiness	Director of Communications	80,000.00	4,000.00	84,000.00
James Paterson	District Counsel	120,000.00	6,000.00	126,000.00
Karla Graessley	Community Schools Director	119,902.00	5,995.10	125,897.10
Gregory Richardson	Supervisor of Maintenance and Custodial	80,000.00	4,000.00	84,000.00
Thomas Oestrike*	Athletic Director	89,980.00	2,699.40	92,679.40
Gina Brew	Supervisor of Transportation	64,519.52	3,225.98	67,745.50

*Received 3%





Ford Administration
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www.hazelparkschools.org

Strategic Goal Alignment -

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

Funding Source: General Fund, Grants

Recommendation

That the Board of Education approve pay increases for the central office administration for the 2024-2025 school year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Dr. Amy Kruppe, Superintendent
From: Kristy Cales, Director of Human Resources
Subject: Central Office and Support Staff & Technology
Date: June 6, 2024

We are seeking the approval for a 5% increase in pay for the following Central Office Support Staff & Technology Staff for the 2024-2025 school year. The increase would be effective July 1, 2024.

Name	Position	2023/2024 Pay		2024/2025 Pay
Jamie Buczko	Administrative Assistant to Superintendent	65,343.20	3,267.16	68,610.36
Linda Yates	Administrative Assistant to the Assistant Superintendent of Teaching and Learning	50,000.00	2,500.00	52,250.00
Ryann Voss	Administrative Assistant to the Assistant Superintendent of Business and Operations	50,000.00	2,500.00	52,250.00
Julie Drew	Payroll Specialist	64,030.72	3,201.54	67,232.26
Elizabeth Allen	Accounts Payables Specialist	53,352.00	2,667.60	56,019.60
Matthew Drew	District Tech Support	44,021.12	2,200.93	46,222.05
Samantha Richardson	District Tech Support	44,021.12	2,200.93	46,222.05
Joshua Shurter	District Tech Support	49,753.60	2,487.68	52,241.28

Strategic Goal Alignment -

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

Funding Source: General Fund

Recommendation

That the Board of Education approve pay increases for the central office administrative and support staff for the 2024-2025 school year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





Ford Administration
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www.hazelparkschools.org

To: Amy Kruppe, Superintendent
From: Jason Zirnig, Assistant Superintendent of Business and Operations
Subject: Assistant Superintendent Training Stipend
Date: June 13, 2024

We have extended an offer to a past employee to replace the Director of Business. Crystal Mubarak previously the Districts payroll specialist has accepted the position. Ms Mubarak has been working with the Michigan Court System performing payroll and other duties assigned while completing her Masters. There will be a transition period where a lot of learning will take place to bring her up to speed on the new systems, general ledger accounting, grants accounting and management, reconciliations and the new software.

In the meantime there is a significant amount of work to be undertaken at the position since the departure of the previous Business Director, we reviewed the current contracted rates for external help, those rates were between \$125 to \$150 an hour. With any contracted person there is a significant amount of time that needs to be spent with them understanding the District and teaching them our systems. Since February I have been working to maintain the Business Office by undertaking the duties and responsibilities of both positions.

I am recommending that in Lieu of a contractor, I be provided a stipend for \$10,000 to undertake the additional work of the Business Director in the interim, updating and reviewing our current systems and training Ms Mubarak. As Ms Mubarak gains in proficiency the stipend will be evaluated by the Superintendent beyond June 30, 2024. The costs of the stipend would roughly equate to less than 10 hours a week of a contractor. The amount of work a contractor would be able to do in 10 hours is nominal given that the first few months I would have had to supervise and review any work done. I would rather work with Ms Mubarak and my staff to refine systems and the accounting procedures and work the additional time as opposed to rely on outside parties.

Goal Statement:

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

Funding Source: General Fund

Recommendation

That the Board of Education approve the Stipend to the Assistant Superintendent of Business and Operations, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





Ford Administration
Jason Zirnis, Assistant Superintendent of Business and Operations
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5217 | F: 248-544-5443
www.hazelparkschools.org

To: Board of Education
From: Amy Kruppe, Superintendent
Subject: Expense Reimbursement for NSBA 2024 Annual Conference
Date: June 10, 2024

We are seeking approval for reimbursement to Heidi Fortress & Beverly Hinton of expenses incurred during the attendance at the NSBA 2024 Annual Conference, held in New Orleans from Saturday, April 6 to Monday, April 8, 2024. This conference attendance was previously approved by the Board on November 20, 2023.

Please see the attached document for the detailed expenses.

Strategic Goal Alignment

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

Funding Source: General Fund

Recommendation

That the Board of Education approve the Expense Reimbursement for NSBA 2024 Annual Conference, as presented.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Amy Kruppe, Superintendent
From: Kristy Cales, Director of Human Resources
Jason Zirnis, Assistant Superintendent of Building and Operations
Subject: Transportation 2024-2025
Date: June 13, 2024

I am writing to propose the initiation of transportation services for the upcoming 2024-2025 school year, specifically focusing on elementary students. This initiative is essential in addressing chronic truancy issues and enhancing academic performance within our district.

As part of this proposal, we are seeking approval to add three additional Bus Drivers to the AFSCME Group. With the aim of reintroducing bussing to our district and accommodating increased activities, the need for additional drivers has become evident. The District in the implementation will need to add three additional buses for the proposed services as an initial estimate.

The estimated costs associated with this proposal are as follows:

Bus Drivers:

- Hours: 8 per day
- Days: 180 per year
- Rate: \$24.21 per hour
- Number of Staff: 3
- Estimated Total (including fringe rate of 50%): \$157,000

Buses:

- Cost per Bus: \$75,000
- Number of Buses: 3
- Total Cost: \$225,000

Total Estimated Cost for Transportation Services: \$382,000

The addition of transportation services is a proactive step towards addressing concerns related to chronic absenteeism. By providing bussing at the elementary level, we aim to reduce this issues among our in-district students. Research has shown that reliable transportation can significantly impact student attendance and academic engagement.

We believe that investing in transportation services will not only improve student attendance and academic outcomes but also enhance the overall efficiency and effectiveness of our district's operations.





Thank you for considering this proposal. We look forward to discussing this matter further and working collaboratively towards the betterment of our district.

If approved we may see staggered implementation through the school year due lack of bus drivers. We will be constrained by staffing the positions since licensed bus drivers are in high demand and training new drivers can take up to 2 months. If enough new drivers are not hired, we will scale back the implementation to one or two buildings and build the program from there and assess the impact it has on students. For example, if we have one driver added we will address the transportation requests from parents, ability to accommodate the students and at what grade levels since our buses can only carry 77 passengers. Once a second driver is added the program will be expanded.

Strategic Goal Alignment -

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

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

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

Funding Source: General Fund

Recommendation

That the Board of Education approve the hiring of three additional bus drivers and purchasing 3 additional buses, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



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

To: Amy Kruppe, Superintendent
From: Jason Zirniss, Assistant Superintendent of Business and Operations
Subject: Auditor Appointment
Date: June 16, 2024

Plante Moran PLLC has communicated that they will no longer be performing the audit of Hazel Park Schools. Several factors played into their decision.

1. Delays in the prior year audit, their presumption that this may occur again which would negatively impact their ability to provide services to their other clients needs and meet deadlines.
2. Payment of prior year audit fees, there were communications lapses on my part that caused the fee to become delinquent and as part Plante Moran' policies continued services cannot be provided until all fees are due.

Due to the timing of the cancellation of services I contacted the two low bidders from the 2019 RFP, Yeo & Yeo Auditors and Consultants (Y&Y) and UHY LLP (UHY).

Y&Y have submitted a quote for services to perform the audit at a price of \$45,200 for the first year with two, one year extensions. If additional major programs are required for completion of the single audit an additional fee of \$4,100 will be incurred for each additional program. With Audit Fieldwork to be completed during August.

UHY has submitted a quote for services to perform the audit at a price of \$45,000 for the first year with two, one year extensions. If additional major programs are required for completion of the single audit an additional fee of \$5,000 will be incurred for each additional program. With Audit Fieldwork to be completed during the later half of September.

The fee from Plante Moran from 2022/23 was \$48,500 with additional costs of \$22,475.


Based on the need to contract a company to perform the audit and get fieldwork scheduled we are recommending UHY LLP as successors to Plante Moran PLLC.

Funding Source: General Fund

Recommendation

That the Board of Education appoint UHY LLP as the District auditors for the 2023/24 school year for a not to exceed amount of \$45,000 for basic audit, if additional major programs are required for completion of the single audit an additional fee of \$5,000 will be incurred for each additional program.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**



Amy Y. Kruppe, Ed.D.
Superintendent



**AMENDED AND RESTATED ARTICLES OF INCORPORATION
For Use by Domestic Nonprofit Corporations**

OF

**MICHIGAN VIRTUAL CHARTER ACADEMY
IDENTIFICATION NUMBER ASSIGNED BY THE BUREAU 800925820**

Pursuant to the provisions of the Michigan Nonprofit Corporation Act of 1982, as amended (the "Act"), being MCL 450.2101 et seq. and Part 6E of the Revised School Code (the "Code") as amended, being Sections 380.551 to 380.561 of the Michigan Compiled Laws, the undersigned corporation executes the following Amended and Restated Articles of Incorporation:

1. The present name of the corporation is: Michigan Virtual Charter Academy.
2. The corporation identification number (CID) assigned by the Bureau is: 800925820
3. The corporation has used no other names.
4. The date of filing for the original Articles of Incorporation was: June 7, 2010

The following Amended and Restated Articles of Incorporation supersede the current Restated Articles of Incorporation and shall be the Articles of Incorporation for the Corporation:

ARTICLE I

The name of the Corporation is: Michigan Virtual Charter Academy

The authorizing body for the Corporation is: The Board of Education of The City of Hazel Park School District.

ARTICLE II

The purpose or purposes for which the corporation is organized are:

1. The Corporation is organized for the purpose of operating as a public school academy that is a school of excellence, particularly a cyber school, as that term is defined pursuant to Part 6E of the Revised School Code, Sections Act 451, P.A. 1976 (as amended the "Code"), MCL 380.551-380.561.

2. The corporation is a governmental entity and all activities incident to its purposes, shall at all times be conducted so as to be a governmental entity pursuant to Section 115 of the United States Internal Revenue Code ("IRC") or any successor law. Notwithstanding any other provision of these Restated Articles, the corporation shall not carry on any other activity not

permitted to be carried on by a governmental instrumentality exempt from federal income tax under Section 115 of the IRC or by a nonprofit corporation organized under the laws of the State of Michigan and subject to a Contract authorized under the Code.

3. Michigan Virtual Charter Academy will lead the evolution of digital education to inspire and empower students to cultivate their unique gifts to reach their greatest potential. As leaders of innovative education, Michigan Virtual Charter Academy is dedicated to developing learning systems of excellence that remove barriers, create opportunities, empower students, and deliver hope.

ARTICLE III

The corporation is formed upon a Non-Stock, Directorship basis.

The value of assets which the corporation possesses is:

Real Property: None

Personal Property: \$85,513.31 (furniture and equipment)

The corporation is to be financed under the following general plan:

- a. State school aid payments received pursuant to the State School Aid Act of 1979 or any successor law.
- b. Federal funds.
- c. Donations.
- d. Fees and charges permitted to be charged by public school academies.
- e. Other funds lawfully received.

ARTICLE IV

The street address of the registered office of the corporation and the name of the resident agent at the registered office:

1. Registered Agent Name: Joseph B. Urban
2. Street Address: 220 Park Street, Suite 200, Birmingham, Michigan 48009
3. Registered Office Mailing Address: 220 Park Street, Suite 200, Birmingham, Michigan 48009

ARTICLE V

No part of the net earnings of the Corporation shall inure to the benefit of or be distributable to its directors, board, officers or other private persons, or organization organized and operated for a profit (except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in the furtherance of the purposes set forth in Article II hereof).

Notwithstanding any other provision of these Amended and Restated Articles of Incorporation, the Corporation shall not carry on any other activities not permitted to be carried on by a governmental entity exempt from federal income tax under Section 115 of the Internal Revenue Code, or comparable provisions of any successor law.

To the extent permitted by law, upon dissolution of the Corporation, the Board shall, after paying or making provision for the payment of all of the liabilities of the Corporation, dispose of all of the assets of the Corporation to the Authorizer for forwarding to the State School Aid Fund established under Article IX, Section 11 of The Constitution of The State of Michigan of 1963, as amended.

ARTICLE VI

The Corporation and its incorporators, board members, officers, employees, and volunteers have governmental immunity as provided in section 7 of Act No. 170 of the Public Acts of 1964, being section 691.1407 of the Michigan Compiled Laws.

ARTICLE VII

The Authorizing Body for the Corporation is the Board of Education of The City of Hazel Park School District. ("The Authorizer"). These Amended and Restated Articles of Incorporation shall not be amended except by the process provided in Article VIII, Section 8.2 of the Contract executed by the Corporation and the Authorizer.

ARTICLE VIII

Except as otherwise provided by law, a director or volunteer officer of the Corporation is not liable to the corporation for money damages for any action taken or any failure to take any action as a director or volunteer officer.

The Corporation assumes all liability to any person other than the Corporation for all acts or omissions of a volunteer director incurred in the good faith performance of his or her duties as a director.

ARTICLE IX

The Corporation assumes the liability for all acts or omissions of a volunteer officer, provided that:

(A) The volunteer was acting or reasonably believed he or she was acting within the scope of his or her authority; (B) The volunteer was acting in good faith; (C) The volunteer’s conduct did not amount to gross negligence or willful and wanton misconduct; (D) The volunteer’s conduct was not an intentional tort; and (E) The volunteer’s conduct was not a tort arising out of the ownership, maintenance or use of a motor vehicle as described in Section 209(E)(V) of Act 162, Public Acts of 1982.

ARTICLE X

The Board of Directors shall have all the powers and duties permitted by law to manage the business, property, and affairs of the Corporation.

ARTICLE XI

The officers of the Corporation shall be a President, Vice-President, Secretary and a Treasurer, each of whom shall be a member of the Board of Directors and shall be selected by the Board of Directors. The Board of Directors may select one or more assistants to the Secretary or Treasurer and may also appoint such other agents as it may deem necessary for the transaction of the business of the Corporation.

ARTICLE XII

Before issuance of a Contract to charter a public school academy to the Corporation by the Board of Education of The City of Hazel Park School District (the “Board of Education”), the method of selection, length of term, and the number of members of the Board of Directors of the Corporation shall be approved by a resolution of the Board of Education as required by the Code.

ARTICLE XIII

The definitions set forth in the Terms and Conditions incorporated as part of the Contract shall have the same meaning in these Amended and Restated Articles of Incorporation.

ARTICLE XIV

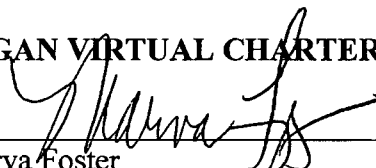
Effective Date: 07/01/2024

ADOPTION OF AMENDED AND RESTATED ARTICLES OF INCORPORATION

These Amended and Restated Articles of Incorporation of Michigan Virtual Charter Academy were duly adopted on the 20th day of May 2024 in accordance with the provisions of Section 641 of the Act. These Amended and Restated Articles of Incorporation restate, integrate and do further amend the provisions of the Michigan Virtual Charter Academy Restated Articles of Incorporation, effective July 1, 2019, and were duly adopted by the Board of Directors. The necessary number of votes were cast in favor of these Amended and Restated Articles of Incorporation.

Signed this 20 day of May 2024

MICHIGAN VIRTUAL CHARTER ACADEMY

By: 
Marva Foster

Its: Board President

Date: 5/20/2024

APPROVED BY:

**BOARD OF EDUCATION OF THE CITY OF HAZEL PARK SCHOOL DISTRICT
(AUTHORIZER)**

By: _____

Its: _____

Date: _____

**THE SCHOOL DISTRICT OF THE CITY OF HAZEL PARK
OAKLAND COUNTY, MICHIGAN**

**RESOLUTION TO APPROVE MICHIGAN VIRTUAL CHARTER ACADEMY
AMENDED AND RESTATED ARTICLES OF INCORPORATION**

At a regular meeting of the Board of Education of The City of Hazel Park School District, Oakland County, Michigan (the "School District"), held at the School District's Board Offices, on the 17th day of June 2024, at p.m., Local Time.

PRESENT: MEMBERS:

ABSENT: MEMBERS:

The following preamble and resolution were offered by Member and supported by Member

WHEREAS, the Michigan Legislature has provided for the establishment of schools of excellence which are cyber schools as part of the Michigan public school system by enacting Act No. 362 of the Public Acts of 1993.

WHEREAS, according to this enacted law, the Board of Education of The City of Hazel Park School District (" District Board"), as the governing body of a general powers school district, is an authorizing body empowered to issue contracts to organize and operate schools of excellence which are cyber schools.

WHEREAS, the District Board authorized Michigan Virtual Charter Academy (the "Academy") as a school of excellence which is a cyber school, in accordance with Part 6E of the Revised School Code ("Code") and issued a Contract to the Academy to organize and operate a school of excellence that is a cyber school beginning July 1, 2019 and terminating on June 30, 2024.

WHEREAS, the District Board has reviewed the Superintendent's (Charter Schools Officer) recommendation to reauthorize the Academy for a contract not to exceed five (5) years, and to issue a Contract to the Academy to continue to operate a school of excellence that is a cyber school, effective July 1, 2024.

WHEREAS, The District Board has previously approved the Terms and Conditions of the Contract, dated July 1, 2024 between the Board of Education of the City of Hazel Park School District and Michigan Virtual Charter Academy for a period not to exceed five (5) years, Beginning July 1, 2024.

NOW, THEREFORE, BE IT RESOLVED:

1. These Amended and Restated Articles of Incorporation of Michigan Virtual Charter Academy were duly adopted on the 20th day of May 2024 in accordance with the provisions of Section 641 of the Act. These Amended and Restated Articles of

Incorporation restate, integrate and do further amend the provisions of the Michigan Virtual Charter Academy Restated Articles of Incorporation, effective July 1, 2019, and were duly adopted by the Board of Directors.

2. The City of Hazel Park School District Board hereby approves the Michigan Virtual Charter Academy Amended and Restated Articles of Incorporation that will allow MVCA to continue to operate a school of excellence that is a cyber school under the Code.
3. The District Board hereby delegates authority to the Superintendent to take whatever action is necessary to effectuate the outcome of this Resolution.
4. All Resolutions and parts of Resolutions insofar as they conflict with this Resolution are hereby rescinded.

YEAS: MEMBERS:

NAYS: MEMBERS:

RESOLUTION DECLARED ADOPTED

Secretary, Board of Education

I hereby certify that the foregoing constitutes a true and complete copy of a resolution duly adopted by the Board of Education of the City of Hazel Park School District, County of Oakland, Michigan, at a regular meeting held on the 15th day of April 2024 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Secretary, Board of Education



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 Human Resources
Subject: 2024-2025 Invest Salaries
Date: June 12, 2024

We are seeking the approval for a 5% increase in pay for the following Invest/HP employees for the 2024-2025 school year. The increase would be effective July 1, 2024. The salaries are paid by Hazel Park and deducted from the state aid we receive for the students from Invest.

Name	Position	2023/2024 Pay	Increase	2024/2025 Pay
Christine Glasper	Invest Counselor	70,000.00	3500.00	73,500.00
Abdulkarim Bitti	Science Teacher	55,987.20	2,799.15	58,786.35
Miad Shamass	Math Teacher	55,987.20	2,799.15	58,786.35

Strategic Goal Alignment -

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

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

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

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

Funding Source: General Fund

Recommendation

That the Board of Education approve pay increases for the Invest/HP Employees for the 2024-2025 school year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Amy Kruppe, Superintendent
From: Kristy Cales, Director of Human Resources
Subject: Reclassification of Position
Date: June 12, 2024

We are seeking approval for the reclassification of the Administrative Assistant to the Superintendent for Human resources to Human Resource Specialist. This change is being completed due to a review of industry standards in Human Resource for schools. The first quartile salary for this position compared to similar district size, budget size and metro Detroit is \$57,000- \$62,000.

Human Resources specialist assists with a variety of human resource assignments including employment, benefit administration, employee relations, performance monitoring, labor relations, and the development/analysis of human resource policies and procedures. Maintains several human resource databases and programs to ensure human resource information systems are current. This is consistent with the job responsibilities that the administrative assistant performs.

We are requesting this change in title as of July 1st, 2024. We additionally have our current Human Resource staff attending the program for human resource free from the ISD, to continue to improve services to our staff.

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: General Fund

Recommendation

That the Board approved the job classification at the rate of \$60,000 beginning July 1st, 2024.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Policy: Article VI Finances
Date: June 10, 2024

We are presenting the Board of Education with Policy: Article VI Finances, Section 8 District Credit Cards.

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 first reading of the Policy: Article VI Finances, Section 8 - District Credit Cards.

**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 and Learning
Subject: i-Ready Renewal
Date: June 17, 2024

The i-Ready suite of assessments is one of the main tools used by the district to monitor the proficiency and growth of our students in grades K-8. Information gained from the diagnostic and progressing monitoring checks is used to inform decisions about instruction and intervention. The digital platform includes several instructional supports and a variety of reports that provide insight into standards performance and the next steps to increase proficiency and growth.

This past year, we piloted the use of the reading diagnostic with our 9th-grade students as a consistent source of student data. The use of this tool allowed us to closely monitor the impact of ARC Core and inform instructional decisions. We would like to expand the use of diagnostics to the 10th grade and add the math diagnostic. On an as-needed basis, we will use the diagnostics as an additional source of information for students in grades 11 and 12 who may not have proficient reading and math skills.

Based on the high usage of the i-Ready assessments, it is recommended that the Board of Education approve the renewal costs for the 2024-2025 school year with additional licenses for Hazel Park High School.

Building	Assessment & Instruction	Sub-Total
Hoover, United Oaks, and Webb	\$12,539.80	\$12,539.80
Hazel Park Junior High	\$6,352.58	\$6,352.58
Hazel Park High School	Estimate (\$4,134.00)	\$4,134.00
Advantage	\$661.44	\$661.44
Edison	\$826.80	\$826.80
*INVEST	Estimate (\$20,000)	\$20,000
	Total Cost	Estimate (\$44,514.62)

*Will be paid out of the general fund but charged back to INVEST; INVEST is purchasing personalized instruction for the 2024-2025 school year

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:

- General Fund
- Center Funds
- 104i Benchmark Assessment Funding





**HAZEL PARK
SCHOOLS**

Recommendation:

That the Board of Education approves the yearly renewal costs in an amount not to exceed \$46,000.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

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

Amy Y. Kruppe, Ed.D.
Superintendent

United Way for Southeastern Michigan
Grant Agreement



1. INTRODUCTION

United Way for Southeastern Michigan, a Michigan non-profit corporation of 3011 W. Grand Blvd., Ste. 500, Detroit, Michigan 48202 (“UWSEM,” “United Way” or “Grantor”), has approved a grant up to \$188,480.00 (the “Grant”) to Hazel Park School District - Hazel Park Junior High Summer School of 22770 Highland Ave., Hazel Park MI 48030 (the “Partner” or “Grantee”), each a “Party” to the Grant Agreement and collectively, the “Parties.” The Grant is being made to support Summer Discovery programming as defined in the 2024 RFP to be held at Partner’s site (the “Summer Discovery Program” or “Project”). This Grant Agreement establishes the legal terms and conditions of the awarding and use of the Grant and constitutes the entire agreement between Parties.

2. OVERVIEW

This Project is possible through the collaboration of UWSEM (Project Fiduciary), Ballmer Group (Funder), and Building Impact Partners (Program Implementation Service Provider). Summer Discovery is a regional effort designed for students and families in Southeast Michigan, where many students need more access to learning and activity opportunities during the summer break. We believe in equitable access to safe, quality out-of-school-time (OST) programs that grow academic outcomes, offer enrichment activities that increase exposure and interest in careers, engage families, and deepen community support for afterschool and summer programs. We believe that ALL kids in Michigan deserve opportunities to succeed in school and to dream big about their futures.

As a condition of the Grant, Partner will be required to cooperate with third parties designated by UWSEM and/or Funder, such as Building Impact Partners, Kitamba MGT, LLC, and Lavinia, for program implementation, assessments, program performance measurement, and reporting to Funder (each individually and collectively, “Service Provider(s)”). This Grant Agreement addresses Partner’s required collaboration with Project third parties, each of whom are contractually obligated to perform services on behalf of UWSEM consistent with this Grant Agreement. In addition, certain Service Providers require execution of licensing and data use agreements by the Grantee which are attached as appendices to this Grant Agreement, but are not incorporated into this Grant Agreement and must be executed between the parties so indicated in such appendices to be effective, as *Appendix A: Kitamba MGT, LLC, Data Use Agreement for Summer Discovery Evaluation, and Appendix B: Lavinia Group Third Party Licensing Agreement & Data Privacy Agreement*. In the event of a conflict between this Agreement and the Appendices, the terms of this Agreement shall prevail.

3. ISSUE DATE

The Grant has been issued by UWSEM on March 21, 2024

4. GRANT PERIOD

The effective funding cycle is March 21, 2024 to September 30, 2024. Funding may be adjusted based on final enrollment numbers, attendance, actual expenditures, or failure to provide timely reporting.

United Way for Southeastern Michigan
Grant Agreement



5. GRANT ACTIVITIES/USE OF FUNDS

Partner will use Grant Funds solely to implement the Summer Discovery Program. Under sections 501 and 4945 of the Internal Revenue Code (the "Code"), the grant may not be used to carry on propaganda, to attempt to influence legislation, or participate in, intervene in, or attempt to influence the outcome of, political campaigns or elections. Additionally, under the applicable provisions of the Code, the grant funds may only be used in furtherance of the Partner's charitable purposes as envisioned by the Project. The Partner agrees to:

1. Not use the Grant for purposes prohibited by the preceding two sentences,
2. Use the Grant in furtherance of the Partner's charitable purposes (as set forth in its Articles of Incorporation and Application For Recognition of Exemption to the IRS) and
3. Promptly reimburse the UWSEM any Grant amounts not used to further its charitable purposes.

6. GRANT CONTINGENCIES

Contingencies may be issued at any point during the Grant Period, the application, or after the Grant has been awarded. Contingencies are defined as issues or concerns that arise during the grant period and was an unforeseen event period with written notification to the other party of the event or circumstance. Mutually, it will be determined if any contingencies arise that will need to be resolved before the Grant is able to continue with payment and deliverables outlined in this grant agreement.

7. EXPECTATIONS

Expectations of Partners

1. Maintaining up to date contact information for the organization with Partner's Building Impact Partners staff liaison(s).
2. Adhering to all expectations, policies, procedures, financial and programmatic reporting deadlines as outlined in this Grant Agreement and as reasonably communicated by Building Impact Partners.
3. Complying with and supporting all applicable laws concerning unlawful discrimination and having a written policy that is in compliance with such laws.
4. Complying with and supporting all applicable laws concerning licensure and facilities as mandated by local state, or federal agencies with jurisdiction over such matters.
5. Informing UWSEM staff in writing of strategic alliances and mergers (see *Appendix E* for details).
6. Work closely with Building Impact Partners staff and program officers to ensure all grant requirements and deliverables are met in accordance with the grant award.
7. Provide summer programming in accordance with the Summer Discovery model, as described in the Request for Proposal (RFP).
 - a. Summer Programming offered is free for children and families.
8. Reporting as described by your Building Impact Partners program officer.

Expectations of UWSEM and Building Impact Partners:

1. Providing access to reasonable support from Building Impact Partners staff to assist with applying for grants, outcome measurement, building partnerships, training opportunities and other types of technical assistance.

8. OUTCOMES & DELIVERABLES

Partner is responsible for the following outputs as determined by the organization and which continued funding in contingent. This section constitutes the individual Scope of Work under this grant:

Estimated student enrollment: Core 72 students Intensive 28 students
 Number of days of student programing: Core 23 days Intensive 25 days
 Half day or full day: Full Day

United Way for Southeastern Michigan
Grant Agreement



Type of programing: School-Selected

The Summer Discovery Program is a commitment to ensuring students have equitable, safe, and engaging opportunities to learn and thrive this summer. The Summer Discovery Program mission and business model reflect a focus on measuring outcomes for funded programs and alignment with that intent. Details regarding outcome alignment, revisions of outcomes, indicators and related data, and use of on-line data reporting tools are outlined in *Section 13: Conditions*.

9. USE, OWNERSHIP, SECURITY AND TREATMENT OF GRANTEE PERSONAL DATA

The Parties acknowledge that in order to provide the services and Project described herein, Grantor, Funder and/or Service Provider(s) may receive or create and the Grantee may provide documents or data that comprise personally identifiable information and/or are covered by federal statutes, among them, the Federal Educational Rights and Privacy Act ("FERPA") at 20 U.S.C. 1232g (34 CFR Part 99), Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6506, and Protection of Pupil Rights Amendment ("PPRA") 20 U.S.C. 1232h).

Further, the Parties agree:

- a. With regard to the processing of Grantee Personal Data (which means Personal Data provided by or on behalf of Grantee to be processed by Grantor and its Service Provider(s) in connection with providing the services and Project funding as described herein; the term encompasses "**education records**" as that term is defined by the Family Educational Rights and Privacy Act), Grantee is the Data Owner and Grantor processing such Personal Data on behalf of Data Owner. The term "Data Owner" means the entity which determines the purposes and means of the processing of Grantee Personal Data.
- b. All Grantee data accessed or used by UWSEM shall at all times be treated as confidential by UWSEM and shall not be copied, used or disclosed for any purpose not related to providing services and Project funding to the Grantee. As outlined in in this Section, UWSEM recognizes that personally identifiable information is protected against disclosure by Federal and State Statutes and Regulations, and Grantor agrees to comply with said restrictions.
- c. In the event of a confirmed data security breach, UWSEM shall: (i) notify Grantee of the security breach without undue delay and notification shall include at least the information required by applicable data protection laws; (ii) investigate the security breach and provide Grantee with information about the security breach; and (iii) take reasonable steps to mitigate the effects and to minimize any damage resulting from the security breach and to allow Grantee to take reasonable and appropriate steps to do the same to the extent such steps are within Grantee's control.
- d. UWSEM shall cooperate with Grantee, and with any third parties designated by Grantee, to respond to the security breach relative to Grantee Personal Data.
- e. UWSEM shall not sell or share Grantee Personal Data for targeted advertising and other purposes. Service Provider shall not combine District Personal Data with other Personal Data except as permitted by Data Protection Laws.
- f. Service Provider commitments to maintaining data privacy and security of Grantee Personal Data is described in the Appendices which shall be negotiated and executed by the Grantees as a condition of the grant award.

10. EDUCATION RECORDS AND DESIGNATED SCHOOL OFFICIAL

- a. The Parties acknowledge that the Grantee is subject to FERPA, which law and supporting regulations generally address disclosure of personally identifiable information in education records. The Parties agree that UWSEM and Service Provider(s) are each a "school official" under FERPA and have a legitimate educational interest in personally identifiable information from education records because UWSEM/Service

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Provider: (1) provides a service or function for which the District would otherwise use employees; (2) is under the direct control of the District with respect to the use and maintenance of education records; and (3) is subject to the requirements of FERPA governing the use and redisclosure of personally identifiable information from education records.

- b. The Parties anticipate that UWSEM and Service Provider(s) may receive personally identifiable information in education records from the Grantee only as an incident of service or training that UWSEM and Service Provider provides to the Grantee pursuant to this Agreement. UWSEM and Service Provider shall be permitted to use any such personally identifiable information in education records as a function of performing its duties and obligations.

11. REPORTING/SCHEDULE (PERFORMANCE STANDARDS):

Data Collection: The Project reporting requirements and process will be determined, communicated, and collected by Building Impact Partners. The Parties agree and represent that Partners are not required and will not report or transfer to UWSEM and its Service Providers program participant personally identifiable information nor education records comprising student personal information for performance reporting purposes. To be clear, Partners will endeavor to provide only de-identified data or aggregated reports to UWSEM and/or its Service Providers. In the event that personally identifiable information is inadvertently shared or transferred to UWSEM and its Service Providers, the Parties will work together in good faith to communicate such occurrence and to ensure that such personal data is destroyed and/or returned to Partner and Partner shall promptly re-submit the required report(s) in a de-identified or aggregated manner.

Evaluation Philosophy: Ballmer Group is collaborating with a third party, independent researcher, Kitamba MGT, LLC, to help understand the impact of Summer Discovery on students, and to provide evidence of your best practices for Out of School Time (OST).

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Reporting Requirements:

Grantees will also participate in a program evaluation. Grantee agrees to:

- Submit a detailed and timely report by August 30, 2024. The report will follow templates provided by Building Impact Partners and will include:
 - A program-level and site-specific survey addressing program activities, outcomes, lessons learned, and compliance with commitments in Grantee's application.
 - A financial report describing how funds were spent against initial budget and assumptions (budget expenditure report)
 - Additional documentation (e.g. general ledger detail, receipts, cleared checks) as needed and requested by the Building Impact Partners program officer.
 - Program attendance for participants (not including any personally identifiable information like names or student IDs)
 - Site-level student demographic data (aggregate report)
- Recruit and support Program participants, Program participant families, and/or teachers employed by Grantee to complete surveys and/or focus group discussions for the purpose of understanding aspects of stakeholder experience with the Program. Facilitate the parent/guardian assent process for student program participation and student surveys before survey administration.

A third party research team will directly collect additional data that Grantees are required to submit to Edcite and/or Lavinia Group. Data may include but not be limited to the following:

- Lavinia de-identified pre-test and post-test administration data, student pre-program and post-program survey data, also including:
 - Anonymized or hashed student ID
 - Grade Level (school year 2023-24)
 - Rising Grade Level (school year 2024-25)
 - School/Community Based Organization Name
 - Teacher or Classroom Name or ID

Grantee agrees to the following assessment administration and sharing requirements:

- All sites must implement Lavinia pre- and post-assessments.
- Administering the assessments will require providing student rosters to the rostering and/or assessment platform.
- Assessments must either be administered on the rostering and/or assessment platform provided by the Project, or Grantee will need to enter assessment data into the rostering and/or assessment platform and report student-level results no later than three days after the program ends.
- Grantee commits to using its best efforts to ensure all Project participants take the pre- and post-assessments, to provide a clear picture of progress through the program and opportunities for future improvement and student support. **Notwithstanding anything to the contrary in this agreement, there shall be no use restrictions in connection with any data which is aggregated and anonymized.**
- Grantee commits to using its best efforts to recruit Summer Discovery Program participants, participant families, and teachers employed by Grantee to complete surveys and/or interviews and/or focus group discussions for the purpose of understanding aspects of stakeholder experience with the Program.

All information and reports requested must be provided to Building Impact Partners by the date specified. Failure to provide timely information may result in final payment being held.

Failure to meet deliverables or contingencies may result in an immediate hold on the partner allocation and forfeiture of the award for the remainder of the grant cycle.

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Partners may be invited to participate in additional data collection efforts related to evaluation and assessments.

Participation in this initiative can help schools and the field learn about what is working in summer learning programs at a pivotal time when so many students across the country are struggling to recover from learning loss. In order to maximize the potential benefit for educators everywhere who are working on this challenge, participating schools will share or will authorize other organizations (as described within) to share with the research team the data described above in order to facilitate an external evaluation of the Program.

Grantee agrees to execute separate forthcoming data use agreements. Refer to *Appendix A: Kitamba MGT, LLC, Data Use Agreement for Summer Discovery Evaluation*, and *Appendix B: Lavinia Group Third Party Licensing Agreement & Data Privacy Agreement*.

12. PAYMENT SCHEDULE & BUDGET

In an effort to expedite the transfer of funds to all partners, you are required to provide UWSEM with a completed copy of the Electronic Payment Authorization Form to expedite payments. All funds will be disbursed electronically to the financial institution of choice, payable to the Partner. Any unused funds for the program year must be returned to UWSEM unless a special approval for extension has been authorized in writing from UWSEM (in consultation with Ballmer Group and Building Impact Partners).

United Way will disburse funds as described below upon full execution of the grant agreement and agreeing to the terms of the Grant Agreement.

- 70% of the maximum grant award will be made within two (2) weeks of a fully executed Grant Agreement
- Up to 30% of the maximum grant award will be made by October 11, 2024, dependent on timely and complete reporting, and the following enrollment requirements:
 - Maximize access: Actual enrollment is at least 70% of the adjusted enrollment;
 - Maximize student impact: Average student attendance meets or exceeds 70%.

Refer to Appendix F for budget.

Refer to the Scope of Work as referenced in *Section 8: Outcomes and Deliverables*.

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13. CONDITIONS

The Grant is made, and all proceeds of the Grant must be used, in accordance with all applicable procedures, including, without limitation; the following stipulations. Please read the following carefully:

1. Type of Investment

This Grant is issued through funding by Ballmer Group, for the purposes of providing high quality summer programming in Wayne, Oakland, and Macomb counties.

2. Governance

Partner agrees to maintain a responsible governing board or local advisory group whose members serve without pay, are representative of the community and meet at regular intervals. Information regarding governance and management of the organization (articles of incorporation, and written policies and procedures) will be made available to UWSEM upon request.

Partner agrees to offer opportunities for participation in programs, services, policy formulation, and staff employment to persons without discrimination based on race, religion, age, gender, economic status, weight, sex, cultural heritage, national origin and disability.

3. Financial Reporting Requirements

Partner agrees to keep comprehensive and accurate financial records that conform to basic accounting and financial reporting requirements and to have these records audited annually by an independent auditing firm.

For additional detail of reporting requirements for this award, refer to *Section 11: Reporting/Schedule (Performance Standards)*.

4. Publicity and Marketing

a. Marketing

- All printed promotional materials including but not limited to brochures, programs, newsletters, press releases, educational materials, and announcements, which reference the funded program(s) must include mention of United Way for Southeastern Michigan as a funder *Sample Credit Line: "(Name of program) is made possible with grant funding from United Way for Southeastern Michigan."*
 - *Summer Discovery and United Way for Southeastern Michigan Logo and reference use approval must be obtained by UWSEM prior to printing. Please email creative to marketingrequests@liveunitedsem.org to obtain approval. Please include project name and creative type to be approved. Summer Discovery and UWSEM logos can be downloaded from <https://www.summerdiscoverymi.org/>*
- The use of the brand name Summer Discovery or United Way for Southeastern Michigan via digital (i.e. website, blogs, electronically distributed releases and social media) must hyperlink back to the website, www.SummerDiscoveryMI.org for Summer Discovery or www.unitedwaysem.org for United Way for Southeastern Michigan
- Should you have questions please send an email to MarketingRequests@liveunitedsem.org.

b. Public Relations

- All media-related communication that recognizes other funding sources must also recognize United Way for Southeastern Michigan as a funding source of the grant project.
- Acknowledgement of the funded partnership may be facilitated with the use of a credit line or United Way logo. (Logos may not be altered.) *Sample Credit Line: "(Name of program) is made possible with grant funding from United Way for Southeastern Michigan."*

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- Should you have questions please send an email to MarketingRequests@liveunitedsem.org and UWSEM staff will reply within two business days.

c. **Social Media**

- United Way should be tagged in any mention of United Way-funded programs via social media (FB, X/Twitter, etc.) using the following social media handles:

Facebook: United Way for Southeastern Michigan

X/Twitter: @UnitedWaySEM

LinkedIn: United Way for Southeastern Michigan

Instagram: @UnitedWaySEM

- To uplift the partnership via social media, please share your social media handles and relevant hashtags with United Way by emailing MarketingRequests@liveunitedsem.org.
- For questions, contact MarketingRequests@liveunitedsem.org.

d. **Crediting United Way for Southeastern Michigan**

Acknowledgement of the United Way partnership may be facilitated by using the United Way for Southeastern Michigan logo and/or credit line.

- The logos provided to you must be produced as a unit without alteration.
- In addition to the use of the United Way for Southeastern Michigan logo, funding recipients may also use the following line of text (or reasonably similar wording) to credit United Way: *"This program is supported in part by a grant from United Way for Southeastern Michigan."*

5. **Outcome Alignment**

United Way funding is contingent on the Partner's ability to demonstrate that it has implemented the programs and services described in the application in order to achieve program outcomes, which align with United Way's broad community outcomes.

6. **Revisions and Changes**

A. Changes Requiring UWSEM approval

1. Proposed revisions and/or changes to the outcome or indicators presented in *Section 8: Outcomes and Deliverables*, will be accepted for review at defined points during the grant period. All requests for these changes must be submitted with justification through the proper forms to the Building Impact Program Officer.
2. Any budget line item shifts of greater than 10%.
3. Failure to obtain approval for these conditions and significant alterations could jeopardize future funding.

B. Changes **NOT** Requiring approval

1. Revisions in programmatic activities or strategies that do not alter the original program design.
2. Any budget line item shifts less than 10% of the specific line item.

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7. Counterterrorism

The Partner agrees to adhere to the standards outlined in *Appendix C: Counterterrorism Compliance*.

8. Payment Terms and Contingencies

The payment schedule is outlined in *Section 12: Payment Schedule & Budget*. UWSEM reserves the right to withhold the distribution of funds due to programmatic or financial impropriety or failure to comply with the terms of this Grant Agreement until the issue(s) is resolved to the satisfaction of UWSEM and in consultation with Ballmer Group and Building Impact.

Final Payment and retaining full issued funding will be contingent upon meeting attendance related criteria, review and approval of final expenditure report, final spend reported, meeting all grant reporting requirements, and meeting the following grant requirements:

- Serve students completing grades K-8 in spring 2024 (Rising 1st - Rising 9th graders) in Macomb, Wayne, and Oakland County
- Provide at least 20 days of summer instruction (excludes assessment-only or enrichment-only days)
- Provide an average of three hours of high-quality English language arts (ELA) and math instruction over at least 20 days
- Provide care for students for 8+ hours/day (may include before- and/or after- care), including both academics and enrichment
- Ensure a student-to-teacher ratio of no more than 25:1
- Hire teachers who provide the ELA and math academic instruction who are qualified to provide academic instruction during the school year (For CBOs: current teachers, former teachers, or individuals who are pursuing licensure/certification to deliver the 3+ hours of ELA and math instruction)
- Utilize family engagement strategies, including regular touchpoints with families throughout the summer
- Administer standardized pre- and post-assessments provided by Summer Discovery
- Conduct in-person instruction and enrichment

9. Termination Options

UWSEM reserves the right to terminate this Grant Agreement at any time in the event that Ballmer Group and Building Impact Partners determine that the Partner has not performed in accordance with this Grant Agreement or satisfied the specific contingencies of the approved program, including in the event that, based on UWSEM's determination, in consultation with Ballmer Group and Building Impact, that:

- As applicable to the incorporation tax status of the partner, if 501 (c)(3) Partner loses its exemption from federal income taxation under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended,
- Partner is non-compliant with any federal, state and local laws or regulations, or
- Partner ceases program operations.

Partner may terminate this Grant Agreement by providing reasonable notice of their intent and rationale for doing so to UWSEM staff in writing.

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In the event of a termination of this Grant Agreement, any funds that have not yet been paid to the partner will be immediately forfeited. If all grant funds have been paid in full, partner may be required to return amount as determined by Ballmer Group and Building Impact Partners with advanced written notification.

10. Severability and Governing Law

In the event that any provision or any part of a provision of this Grant Agreement is finally determined to be superseded, invalid, illegal or otherwise unenforceable pursuant to applicable laws by an authority having jurisdiction, such a determination shall not affect the legality or enforceability of the remaining provisions or parts of provisions, which shall remain in full force and effect as if the unenforceable provision or part were deleted. This Grant Agreement is governed by the laws of the State of Michigan.

11. Indemnification

To the extent permitted by law, each party to this Grant Agreement hereby agrees to indemnify, defend and hold harmless the other party and affiliated organizations, including trustees, officers, and employees, from and against, and in respect to, any and all losses, expenses, costs, obligations, liabilities and damages, including interest, penalties and reasonable attorney's fees and expenses, that may as a result of any grossly negligent or willful acts or omissions of the indemnifying party, or any of its agents or employees.

12. Scope of Work Changes

In the event that the Partner deems a change necessary to the requirements as set forth in *Section 8: Outcomes & Deliverables* (the "Scope of Work"), the Partner will consult with Building Impact Partners regarding these changes in advance. Any proposed changes will be assessed to determine the reason(s) behind the need for a change and the potential impact to the project. No change to the Scope of Work will be made without explicit written consent from UWSEM (in consultation with Building Impact) in the form of an amendment to this Grant Agreement.

13. Change Requests

UWSEM reserves the right to request any changes to the requirements and specifications of this Grant Agreement and the Scope of Work to be performed by the Partner under this Grant Agreement. During the course of ordinary business, it may become necessary for UWSEM to discontinue certain business practices or create additional services/deliverables covered by this Grant Agreement.

14. Ownership of Deliverables and Data

All deliverables created by Partner and delivered to in connection with this Grant Agreement (the "Deliverables") shall be owned by funder, Ballmer Group, and shall be considered works made for hire by the Partner for Ballmer Group under United States Copyright law. UWSEM shall own all United States and international copyrights, trademarks, patents or other proprietary rights in the Deliverables. All data, except for Personal Data as defined in Section 9, submitted to Building Impact Partners, UWSEM, or third party, independent researchers, in connection with this Grant Agreement (the "Data") is considered property of Ballmer Group. Individual client confidentiality is protected and Ballmer Group, UWSEM, Building Impact Partners will never disclose a clients' name or photo without prior consent and approval. Partner shall, in a timely manner, secure such consent and approval upon Ballmer's request. Partner agrees to execute and deliver any additional documents reasonably required to effectuate the intent of the Parties with respect to the ownership of the Deliverables and/or the Data upon Ballmer's request.

15. Accountability

Partner is held accountable for the targets projected for the indicators listed in the application. It is expected that targets be projected with full supporting information. Progress towards targets may be evaluated at various points of the year, dependent upon strategy. Partner is responsible to maintain backup copies of all data submitted to Building Impact or as a part of the Summer Discovery Program.

16. Acceptance of Grant

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Signing this Grant Agreement indicates Partner's acknowledgement and acceptance of the terms outlined above.

17. Counterparts

This Grant Agreement may be executed simultaneously in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In addition, signatures transmitted by facsimile or other electronic means shall be deemed the same as originals and shall be effective upon receipt.

18. UWSEM contact

Any notifications related to this Grant Agreement should be sent in writing to the following:

Contract Administration:

Nick Piper
Director, Project Management Office
United Way for Southeastern Michigan
3011 W. Grand Blvd, Suite 500
Detroit, MI 48202
SummerDiscovery@unitedwaysem.org

Program Administration :

Caitlin Hannon
Partner
Building Impact Partners
1040 1st Avenue, #306
New York, NY 10022
summerdiscoverymi@buildingimpact.co

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As evidence of the Parties' mutual understanding of and agreement with the terms herein, they have signed this Grant Agreement as of the Issue Date of the Grant set forth above.

UNITED WAY FOR SOUTHEASTERN MICHIGAN

DocuSigned by:
Darienne Hudson 6/10/2024
By: F2093A82688D490... Date: _____

Name: Darienne Hudson

Title: President and CEO

HAZEL PARK SCHOOL DISTRICT - HAZEL PARK JUNIOR HIGH SUMMER SCHOOL

DocuSigned by:
Amy Kruppe 6/9/2024
By: C3DEA07C08C0480... Date: _____

Name: Amy Kruppe

Title: Superintendent

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Appendix A: Kitamba MGT, LLC, Data Use Agreement for Summer Discovery Program Evaluation

This Data Use Agreement (the “Agreement”) effective as of March 21, 2024 (the “Effective Date”), by and between Kitamba MGT, LLC with a business address at 4320 West Kennedy Boulevard, Suite 200 Tampa, Florida 33609 (the “Researcher”), and Hazel Park School District - Hazel Park Junior High Summer School with an address located at 22770 Highland Ave., Hazel Park MI 48030 (the “Grantee”) establishes the terms and conditions under which the Researcher will receive and use certain data as described below. Grantee and the Researcher are sometimes referred to in this Agreement singularly as a “Party” and collectively as the “Parties.”

WHEREAS, The Researcher is working to evaluate the Summer Discovery program, a summer instruction and enrichment program for students completing grades K-8 in Southeast Michigan (collectively, the “Program”);

WHEREAS, Grant Funds for the Program are sourced from Ballmer Group.

WHEREAS United Way for Southeastern Michigan (the “Grantor”) provides Grant Funds to Grantee and has established a Grant & Asset Transfer Agreement (the “Grant Agreement”) with the Grantee, of which this Agreement is an attachment;

The Parties agree as follows:

1. **Definition of Data.** The data subject to this Agreement consists of data related to students, teachers or other employees shared by Grantee and other information as described in Exhibit A (the “Data”), except as such data may be deemed by applicable law to be a public record.
2. **License to use the Data.** Grantee grants the Researcher and its subcontractors (collectively, the “Research Team”) the right to use the Data solely for the purpose of conducting the Study to evaluate the effectiveness of the Program, as described in Section 5.
 - 2.1. A Grantee’s Data may only be shared with the research team if Grantee has executed a Grant Agreement with United Way for Southeastern Michigan.
 - 2.2. It is Grantee’s responsibility to ensure all necessary Grant Agreements have been obtained.
 - 2.3. The research team shall have no liability for any Data improperly shared by Grantee.
3. **Notice.** Notice regarding termination or other matters relating to this Agreement shall be made in writing sent to the following individuals:

Cassie Gare
Kitamba MGT LLC
Director
4320 West Kennedy Boulevard,
Suite 200
Tampa, Florida 33609
E-Mail: cgare@kitamba.com

With a copy to:
Legal Department
Kitamba MGT LLC
4320 W. Kennedy Boulevard
Suite 200

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Tampa, FL 33609

E-Mail: legal@mgtconsulting.com

4. **Restrictions on the Research Team's Use of Data.** The Researcher, in regard to any student data obtained, will:
 - 4.1. Not disclose the information to any other party without the consent of the parent or eligible student. The terms and conditions for Funding Sources and Building Impact access to data is governed by the Grant Agreement between Funder and Grantee;
 - 4.2. Use the data for no purpose other than the work stated in this Agreement;
 - 4.3. Allow Grantee access to any relevant records for purposes of completing authorized audits;
 - 4.4. Secure all data obtained pursuant to this Agreement with password protection and not copy, reproduce or transmit data obtained pursuant to this Agreement except as necessary to conduct the Study in accordance with this Agreement. All copies of data of any type, including any modifications or additions to data from any source that contains information regarding students, are subject to the provisions of this Agreement in the same manner as the original data. The ability to access or maintain data under this Agreement shall not under any circumstances transfer from the research team to any other institution or entity;
 - 4.5. The research team agrees to use appropriate safeguards to protect the Data from misuse and unauthorized access or disclosure, including, without limitation, (i) maintaining adequate password protections for any server, system, or device on which the Data may reside, and (ii) taking any other measures reasonably necessary to prevent any use or disclosure of the Data other than as provided in this Agreement.
 - 4.6. The research team will report to Grantee any use or disclosure of the Data not provided for by this Agreement of which the research team becomes aware. Such report shall be made to the contact noted in this Agreement as soon as reasonably possible, but, in any event, no later than five (5) business days from the date on which the research team becomes aware that the Data have been used or disclosed in a manner not provided for by this Agreement.
5. **Study Background and Description.** The Study aims to use the Data to support evaluation of the Program. The Study intends to generate evidence about learning and instruction by evaluating the effectiveness of the Program for participating students' academic achievement and other outcomes over the course of the Program.
6. **Evaluation, Reporting, and Publication.** Grantor, Building Impact, Funding Sources, and the research team will cooperate in the collection and analysis of data from narrative, financial, and data reports in order to evaluate the impact of the Program and identify opportunities to support students in the future. Any public reports will aggregate data. Aggregate data may be provided to participating schools at the conclusion of the Program. If data is shared back with Grantee, Grantee will receive back data on the schools it operates only. No other grantee will receive school level data that could be used to identify Grantee or the schools Grantee operates. The Researcher will only provide reports to Grantor, Building Impact, and Funding Sources as described in the Grant Agreement.
7. **Term and Termination of Data Use.** The research team's access to the Grantee's Data shall be effective as of the Effective Date of this Agreement and upon the execution of a Grant Agreement between the Grantor and Grantee throughout the Grant Term. Grantee or Grantor, in consultation with Building Impact Partners and Ballmer Group, may terminate the research team's data use immediately, with no advance notice to the research

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team, if Grantee has reason to believe that the research team has violated this Agreement, including, but not limited to, unauthorized disclosure or use of Data inconsistent with this Agreement.

8. **Representation and Warranty.** NO WARRANTIES, WHETHER EXPRESS OR IMPLIED, ARE MADE. THE DATA TRANSFERRED TO THE RESEARCH TEAM PURSUANT TO THIS AGREEMENT IS PROVIDED “AS IS.”
9. **Entire Agreement.** This Agreement contains all of the terms and conditions agreed upon by the Parties regarding the subject matter of this Agreement and supersedes any prior agreements other than the Grant Agreement.
10. **Relationship of the Parties.** Nothing in this Agreement shall be construed to create a partnership, joint venture, agency, employment or other joint business relationship between the Parties or any of their affiliates.
11. **Assignment.** Neither Party may assign, cede, or transfer any of its rights or obligations under this Agreement without the written consent of the other Party, not to be unreasonably withheld.

[Signature page follows]

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IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives on the day and date specified above.

Hazel Park School District - Hazel Park Junior High School **Kitamba MGT LLC**

Amy Kruppe
C3DEA07C08C0480...

A handwritten signature in blue ink, appearing to read "Trey Traviesa".

By: _____
Amy Kruppe

By: _____

Name: _____
Superintendent

Name: Trey Traviesa

Title: _____
6/9/2024

Title: Chief Executive Officer

Date: _____

Date: May 24, 2024

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Appendix A - EXHIBIT A

DATA REQUIRED FOR STUDY

Data may include but not be limited to the following:

- Data and reports provided to Building Impact Partners, UWSEM, and Ballmer Group on behalf of the Summer Discovery Program. Specifically, data and reports are:
 - A program-level and site-specific survey addressing Program activities, outcomes, and lessons learned.
 - Program attendance for participants (not including any personally identifiable information like names or student IDs)
- Student-level data includes:
 - Lavinia pre-test and post-test administration data and student pre-program and post-program survey data, also including:
 - Anonymized student ID
 - Grade Level (school year 2023-24)
 - Rising Grade Level (school year 2024-25)
 - School/Community Based Organization Name
 - Teacher or Classroom Name or ID
- Site-level, aggregated, student demographic data

Recruit and support Program participants, Program participant families, and/or teachers employed by Grantee to complete surveys and/or focus group discussions for the purpose of understanding aspects of stakeholder experience with the Program Facilitate the parent/guardian assent process for student surveys before survey administration.

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Appendix B: The Lavinia Group Third Party Service & Licensing Agreement

This Agreement (the “Lavinia Group Third Party Service & Licensing Agreement”) effective as of May 15th, 2024, by and between Lavinia Group, and the Grantee, establishes the terms and conditions under which the Grantee will receive and use Lavinia Group curriculum and assessment materials as described below.

All grantees must sign this service and licensing agreement. If a grantee has opted in to using the Lavinia RISE curriculum, this agreement applies to Curriculum and Assessment materials provided by The Lavinia Group. If a grantee is selecting their own curriculum, this agreement applies to Assessment materials provided by The Lavinia Group.

WHEREAS Grantee wishes to use Curriculum and/or Assessment Materials prepared by The Lavinia Group to implement the Program;

WHEREAS Grantor has purchased the right to use such materials from The Lavinia Group in connection with the Program under a limited license;

NOW, THEREFORE, in consideration of the promises and mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto, intending to be legally bound, hereby agree as follows:

Definition of “Curriculum and Assessment Materials.” For the purposes of this Licensing Agreement, “Curriculum and Assessment Materials” includes all materials created by the Lavinia Group including, without limitation, such materials reflecting the Insight Humanities™ curriculum, Close Reading for Meaning™ Curriculum, Story Problems Curriculum, Phonics Curriculum, Pre- and Post-Assessments, and Guided Reading for Meaning™ method which includes, without limitation, PowerPoint slides, videos, recordings of trainings/meetings, training methods described and deployed on paper, Intellectual Prep Agenda methodology and materials, pre- and post-assessments, Student Work-Study templates, rubrics, lesson plans and overviews, booklists, RedThread Readers (Lavinia Group’s decodable texts) and student-facing materials. The Curriculum and Assessment Materials include, as examples, the following:

Category	Curriculum Materials
Professional Development	<ul style="list-style-type: none"> ● PPT Slides and handouts ● Videos ● Recordings of trainings/meetings ● Work-Study templates ● Intellectual Preparation templates ● Main Idea/Short Response Coaching Guides/Rubrics ● Pre- and post- assessments
Curriculum (Insight Humanities™, Close Reading for Meaning™, Story Problems, Pre- and Post-Assessments, Phonics Curriculum)	<ul style="list-style-type: none"> ● Unit overviews, lesson plans, and corresponding materials ● Criteria lists and student coaching tools ● Booklists ● Coaching Tools ● Problem Sets ● Assessments ● RedThread Readers

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Use of Curriculum and Assessment Materials. The Curriculum and Assessment Materials are owned exclusively by the Lavinia Group and shall be used only for execution of the Program and only during the term of: **May 15, 2024-August 31, 2024 for Curriculum Materials and May 15-September 30, 2024 for Assessment Materials.** Neither the Curriculum and Assessment Materials, nor any pieces or parts thereof, shall be used for any other purpose during or after the term. Except for the limited use described in this paragraph, neither Grantor nor Grantee shall have any rights whatsoever in the Curriculum and Assessment Materials. In addition, any commercial use of the Curriculum and Assessment Materials is strictly forbidden.

Termination. Grantor and/or the Lavinia Group may terminate Grantee's limited right to access and use the Curriculum and Assessment Materials at any time and for any reason, without cause. Any rights to access and use the Curriculum and Assessment Materials by Grantee shall automatically terminate upon the expiration or termination of the Licensing Agreement for any reason.

Upon the earlier of (i) August 31, 2024 (Curriculum Materials) and September 30, 2024 (Assessment Materials), or (ii) notice of termination of access and/or use by either the Lavinia Group or Grantor, Grantee agrees to terminate its use of the Curriculum and Assessment Materials and promptly return or destroy any and all parts of the Curriculum and Assessment Materials disclosed to it, and any copies or reproductions thereof;

Trademarks. All Curriculum and Assessment Materials will include one or more of The Lavinia Group™, Lavinia Group Insight Humanities™, and Close Reading for Meaning™ trademarks. Such marks shall not be removed, obscured, or modified in any way. Any videos made or broadcasts done by Grantee involving the Curriculum and Assessment Materials will have the trademark visible at all times during the presentations where Consultant's materials or methods are being used. Grantee will not advertise the Curriculum and Assessment Material or any component thereof to be anything other than of The Lavinia Group™. To imply otherwise would generate confusion in the marketplace.

Scope of License. Grantee will provide the Curriculum and Assessment Materials only to those individuals in its company or organization who require the Curriculum and Assessment Materials for execution of the Program. Grantee and its directors, officers, employees and contractors will not use, share, disclose, publish, or distribute the Curriculum and Assessment Materials, or allow them to be used, shared, disclosed, published, communicated, or made available, in whole or part, to any entity or person outside of its organization or company, other than to the student participants in Program and only as necessary.

Ownership. Grantee acknowledges and agrees that all Curriculum and Assessment Materials, whenever created, are proprietary to and the exclusive property of the Lavinia Group, and that the Lavinia Group has all right, title and interest in such Curriculum and Assessment Materials. Neither Grantor nor Grantee has any ownership or rights with respect to any Curriculum and Assessment Materials created or delivered except as expressly licensed herein.

Provided "As Is." Grantee acknowledges that Curriculum and Assessment Materials are provided "as is," and the Lavinia Group disclaims all warranties, express or implied, including without limitation, fitness for a particular purpose, merchantability, and non-infringement. In consideration for the use of the Curriculum and Assessment Materials, Grantee agrees that in no event shall the Lavinia Group be liable to Grantee for any damages, judgments, settlements, fines, penalties, costs or expenses arising out of or relating to Grantee's use of the Curriculum and Assessment Materials.

Grantee acknowledges that it will have access to Lavinia Group curriculum materials only if designated in its approved application to Summer Discovery. All Summer Discovery Grantees will have access to Lavinia Group pre- and post-assessments and agree to implement the assessments. Grantee agrees to procure necessary books and materials for Summer Discovery as outlined by Lavinia Group.

Grantee understands and agrees that the Lavinia Group will have access to and will utilize the data described in Section 2 of the Grant & Asset Transfer Agreement, including the Edcite Uploaded Data, subject to applicable data privacy laws.

United Way for Southeastern Michigan
Grant Agreement



United Way
for Southeastern Michigan

Hazel Park School District - Hazel Park Junior High Summer School

DocuSigned by:

Amy Kruppe

C3DEA07C08C0480...

(Signature of Authorized Representative)

Amy Kruppe Superintendent

(Name and Title)

6/9/2024

(Date)

United Way for Southeastern Michigan
Grant Agreement



Appendix B - EXHIBIT B

Data Privacy Agreement

This Data Privacy Agreement ("DPA") is by and between Edcite, Inc., a California corporation ("Edcite") and Lavinia Group ("LG" or "Lavinia Group") (collectively, the "Providers") and the Grantee.

WHEREAS, the Lavinia Group has agreed to provide the Grantee with certain educational services, which include the administration of digital assessments ("Services") pursuant to a separate contract (the "Lavinia Group Third Party Service & Licensing Agreement"); and

WHEREAS, in order to provide the Services described in the Lavinia Group Third Party Service & Licensing Agreement, Lavinia Group has contracted with Edcite to use its platform as part of the RISE program;

WHEREAS, in connection with the RISE program, the Grantee may provide to Lavinia Group or to Providers together documents or data that are covered by several federal statutes ("Student Data"), among them, the Family Educational Rights and Privacy Act ("FERPA") at 20 U.S.C. 1232g (34 CFR Part 99), Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6506; Protection of Pupil Rights Amendment ("PPRA") 20 1232h; and

WHEREAS, for the purposes of this DPA, Providers are a school official with legitimate educational interests in accessing educational records pursuant to the Service Agreement; and

WHEREAS, the Parties wish to enter into this DPA to ensure that the RISE Agreement and any provision of data by the Grantee to Lavinia Group or to Providers together conforms to the requirements of the privacy laws referred to above and to establish implementing procedures and duties; and

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

- 1. Purpose of DPA.** The purpose of this DPA is to describe the duties and responsibilities to protect Student Data transmitted to Providers from Grantee pursuant to the RISE Agreement, including compliance with all applicable statutes, including the FERPA, PPRA, COPPA, SOPIPA, and other applicable Federal and State laws. In performing the services, the Providers shall be considered a School Official with a legitimate educational interest, and performing services otherwise provided by the Grantee.
- 2. Student Data Property of Grantee.** All Student Data transmitted to the Providers pursuant to the RISE Agreement and this DPA is and will continue to be the property of and under the control of the Grantee. The Providers further acknowledge and agree that all copies of such Student Data transmitted to the Providers, including any modifications or additions or any portion thereof from any source, are subject to the provisions of this Agreement in the same manner as the original Student Data. The Parties agree that as among them, all rights, including all intellectual property rights in and to Student Data contemplated per the RISE Agreement shall remain the exclusive property of the Grantee. With respect to the use and maintenance of Student Data, Providers shall be directed by and under the supervision of the Grantee.

United Way for Southeastern Michigan
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3. **Authorized Use.** The data shared pursuant to the RISE Agreement, including persistent unique identifiers, shall be used for no purpose other than the Services stated in the RISE Agreement and/or otherwise authorized under the statutes referred to in subsection (1), above. Providers also acknowledge and agree that neither shall make any re-disclosure of any Student Data or any portion thereof, including without limitation, meta data, user content or other non-public information and/or personally identifiable information contained in the Student Data, without the express written consent of the Grantee.
4. **Employee Obligation.** Providers shall require all employees and agents who have access to Student Data to comply with all applicable provisions of this DPA with respect to the data shared under the RISE Agreement.
5. **No Disclosure.** De-identified information may be used by the Providers both during the Term of the RISE Agreement and subsequently for the purposes of development, research, and improvement of educational sites, services, or applications, as any other member of the public or party would be able to use de-identified data pursuant to 34 CFR 99.31(b). Providers agree not to attempt to re-identify de-identified Student Data and not to transfer de-identified Student Data to any party unless (a) that party agrees in writing not to attempt re-identification, and (b) prior written notice has been given to Grantee who has provided prior written consent for such transfer. Providers shall not copy, reproduce or transmit any data obtained under the RISE Agreement and/or any portion thereof, except as necessary to fulfill the RISE Agreement.
6. **Disposition of Data.** Upon written request and in accordance with the applicable terms herein, Provider shall dispose or delete all Student Data obtained under the Service Agreement when it is no longer needed for the purpose for which it was obtained. Disposition shall include (1) the shredding of any hard copies of any Student Data; (2) Erasing; or (3) Otherwise modifying the personal information in those records to make it unreadable or indecipherable by human or digital means. Nothing in the Service Agreement authorizes Providers to maintain Student Data obtained under the Service Agreement beyond the time period reasonably needed to complete the disposition. Upon request, Providers shall provide written notification to Grantee when the Student Data has been disposed of. The duty to dispose of Student Data shall not extend to data that has been de-identified, pursuant to the other terms of the DPA.
7. **Advertising Prohibition.** Providers are prohibited from using or selling Student Data to market or advertise to students or families/guardians; (b) inform, influence, or enable marketing, advertising, or other commercial efforts by a Provider; or (c) develop a profile of a student, family member/guardian or group, for any commercial purpose other than providing the Service to Grantee. This section does not prohibit Providers from using Student Data for adaptive learning or customized student learning purposes.
8. **Data Security.** The Provider agrees to abide by and maintain adequate data security measures, consistent with industry standards and technology best practices, to protect Student Data from unauthorized disclosure or acquisition by an unauthorized person.

United Way for Southeastern Michigan
Grant Agreement



9. **Data Sharing.** Grantee authorizes Lavinia to provide any necessary de-identified Student Data to Kitamba MGT, LLC.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as follows:

Lavinia Group, LLC

A handwritten signature in black ink that reads "Jackie Taslim".

Signature:

Name: Jackie Taslim

Title: Co-President

Date: May 15, 2024

Edcite, Inc.

Signature:

A handwritten signature in black ink that reads "Julia Sweeney".

Name: Julia Sweeney

Title: Director of Sales

Date: May 15, 2024

United Way for Southeastern Michigan
Grant Agreement



Appendix C: Counterterrorism Compliance

In compliance with the spirit and intent of the USA PATRIOT Act and other counterterrorism laws, the United Way for Southeastern Michigan requests that each funded partner ("Organization") certify that it is in compliance with the United Way for Southeastern Michigan and the United Way Worldwide (UWW) compliance program yearly.

ORGANIZATION NAME: _____

Check the Appropriate Box to indicate Your Compliance With Each of the Following:	Comply	Do not Comply
This Organization is not on any federal terrorism "watch lists," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorist Organizations maintained by the State Department.	<input type="checkbox"/>	<input type="checkbox"/>
This Organization does not, will not and has not knowingly provided financial, technical, in-kind or other material support or resources* to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.	<input type="checkbox"/>	<input type="checkbox"/>
This Organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism	<input type="checkbox"/>	<input type="checkbox"/>
This Organization does not, will not and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or to support Foreign Terrorist Organizations.	<input type="checkbox"/>	<input type="checkbox"/>
This Organization does not re-grant to organizations, individuals, programs and/or projects outside of the United States of America without compliance with IRS guidelines.	<input type="checkbox"/>	<input type="checkbox"/>
This Organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.	<input type="checkbox"/>	<input type="checkbox"/>
This Organization takes reasonable steps to certify against fraud with respect to the provision of financial, technical, in-kind or other material support or resources to terrorists and terrorist organizations.	<input type="checkbox"/>	<input type="checkbox"/>

*In this form, "material support and resources" means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials.

I certify on behalf of the Organization listed above that the foregoing is true.

Print Name: _____ Title: _____

Signature: _____ Date: _____

United Way for Southeastern Michigan
Grant Agreement



Appendix D: Electronic Payment Form

This form authorizes us to make EFT payments with addendum records that carry payment related information to your organization(s). You should bring this information to the attention of your financial institutions for completion.

If your agency completed this last year and all information is still the same, you do not have to complete it.

Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Phone: _____

Title: _____ Fax: _____

Financial Institution Information

To be completed by your financial institution

Bank Name: _____

Address: _____

City: _____ State: _____ Zip: _____

EFT Coordinator Name: _____ Phone: _____

Nine-Digit Bank Routing Number: _____

Bank Account Number: _____

Type of Account: () Checking () Savings

Signature of Financial Institution Representative

Title

This authorization will remain in effect until either party advises otherwise (30 days written notice)

Authorized Signature

Title

Date

United Way for Southeastern Michigan
Grant Agreement



Appendix E: Strategic Alliances & Merger

As applicable to the legal entity funded under this grant agreement:

Policy

United Way for Southeastern Michigan (UWSEM) will support mergers and strategic alliances between funded partner organizations that demonstrate relevancy to UWSEM funding priorities at the time of an alliance, merger and/or program acquisition. UWSEM may provide technical assistance for the funded partner organizations that are interested in forming/entertaining a strategic alliance/merger. Technical assistance may be provided to alliance partners to facilitate the timely, efficient and amicable implementation of the alliance plan. Strategic restructuring efforts should also result in services that improve the lives of individuals and communities in accordance with the mission of UWSEM.

The UWSEM staff leadership team and task force(s) reserve the right to reevaluate the funding for each entity as a result of a merger. Final funding decisions will be made once the consolidation is complete and UWSEM has received the required documentation.

Mergers between funded and non-funded organizations in the region will be considered on a case-by-case basis, but all funding should continue to support individuals and families living in Southeastern Michigan as outlined under the Summer Discovery program.

Procedures

1. Interest in Discussing a Strategic Alliance or Merger

Funded partner organizations should notify UWSEM if two or more agencies are interested in exploring a formalized alliance and request UWSEM technical assistance, which is dependent upon available resources. Funded partner organizations that choose to independently meet to explore opportunities for strategic restructurings other than mergers are not required to involve UWSEM in their discussions or report this to UWSEM.

2. Notice of a Merger

If organizational discussions result in a merger, funded partner organizations should notify UWSEM of the planned changes in writing as soon as possible, but no later than three months before the merger is completed and formally recognized by the State. At this time, United Way may hold the allocation for the agencies involved until information has been submitted regarding the details of the merger.

In addition, the partner must submit information describing:

- a. The effect on service delivery, including information on what programs, if any, will be eliminated as a result of the merger.
- b. The effect on governance, management, administrative costs and the overall financial stability of the organization.

3. Required Documentation to be submitted to UWSEM

After the transaction is complete, the Board of Directors of the entity assuming legal and fiscal responsibility of UWSEM funding for this program shall provide United Way with the following information in writing:
Official date of merger and/or acquisition

- a. Date this change is to be effective (if different than the date of the merger and/or acquisition).
- b. A copy of the letter submitted to the Charitable Trust Section of the State of Michigan. This letter should address the following:
 - An explanation of the transaction
 - A copy of the merger agreement
 - A copy of the plan of merger

United Way for Southeastern Michigan
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- Articles of Incorporation of the non-survivor agency
 - IRS returns and audited financial statements for the last 3 years
 - Information on the survivor agency
 - Articles of Incorporation of the survivor agency
 - IRS returns and audited financial statements for the last 3 years on the survivor agency
- c. Letter from the Attorney General that recognizes the dissolution of the acquired organization.
- d. Updated roster of the Board of Directors.
- e. Other information as requested.

4. Funding Notification

After the merger and/or acquisition is complete and the agency has submitted all required documents to UWSEM, in consultation with Ballmer Group and Building Impact, a final decision about the funding relationship will be made and the agency will be notified in writing of the decision.

a. Notice to Continue Funding

If a decision to continue the funding relationship is made, the entity assuming legal and fiscal responsibility of UWSEM funding will receive a revised Grant Agreement to be signed and returned to UWSEM within 30 days of receipt.

b. Notice to Terminate Funding

UWSEM, in consultation with Ballmer Group and Building Impact, reserves the right to terminate a funding relationship if changes resulting from merger and/or acquisition negatively impact the services provided by UWSEM funding or if services planned following the consolidation are no longer aligned with UWSEM funding priorities or needs at the time of the merger and/or acquisition. In this case, UWSEM will utilize procedures outlined in the Affiliation Exit Strategy Policy.

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Appendix F: Budget

Use of funds needs to be consistent with the budget submitted as part of revised enrollment targets.

Expense Category	\$ Allocated from Total Amount Requested
<i>Personnel</i>	\$104,310.00
<i>Fringe Benefits</i>	\$41,724.00
<i>Contracts/Consulting</i>	\$-
<i>Advertising/Media/Communications</i>	\$-
<i>Supplies (NOTE: Gift cards for attendance incentives is not an allowable expense.)</i>	\$14,130.00
<i>Curricular Materials*</i>	\$6,500.00
<i>Equipment</i>	\$-
<i>Enrichment Services</i>	\$20,000.00
<i>Transportation</i>	\$1,816.00
<i>Other Direct Operating Costs</i>	\$-
<i>Indirect Costs</i>	\$-
Total Amount Requested	\$188,480.00

United Way for Southeastern Michigan



Electronic Payment Form

This form authorizes us to make EFT payments to you or your organization.

Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Phone: _____

Title: _____ Fax: _____

Financial Institution Information

Bank Name: _____

Address: _____

City: _____ State: _____ Zip: _____

EFT Coordinator Name: _____ Phone: _____

Nine-Digit Bank Routing Number: _____

Bank Account Number: _____

Type of Account: Checking Savings

This is certifying that the signor is a financial representative of the organization and verifies that the financial information is accurate.

DocuSigned by:
Amy Kruppe
C3DEA07C08C0480

6/9/2024

Signature of Authorized Representative
Amy Kruppe

Date
Superintendent

Print name

Title



Please upload a copy of a cancelled check or a signed letter from your bank with routing and account information.

THIS IS WATERMARKED PAPER - DO NOT ACCEPT WITHOUT NOTING WATERMARK - HOLD TO LIGHT TO VERIFY WATERMARK



Hazel Park Schools
1620 East Eiza
Hazel Park, MI 48030

PAY TO THE ORDER OF ONE HUNDRED NINETY EIGHT DOLLARS AND 00/100

IMAGINE LEARNING LLC
8860 E. CHANDLER RD
SUITE 100
SCOTTSDALE, AZ 85250

DATE	CHECK NO.	AMOUNT
05/10/24	00503506	\$*****198.00

VOID AFTER 90 DAYS

Laura
BOARD OF EDUCATION, PRESIDENT

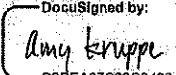
Heidi
BOARD OF EDUCATION, TREASURER

⑈00503506⑈ ⑆072403473⑆ 0138264191⑈

Financial Institution Information

Bank Name: Huntington
 Address: 1620 E. Elza
 City: Hotel Park State: MT Zip: 48030
 EFT Coordinator Name: Jason Finis Phone:
 Nine-Digit Bank Routing Number: 072403473
 Bank Account Number: 01382641911
 Type of Account: Checking Savings

This is certifying that the signor is a financial representative of the organization and verifies that the financial information is accurate.

DocuSigned by:

 Signature of Authorized Representative
 Amy Kruppe
 Print name
 Date: 6/3/2024
 Title: Superintendent

Required - Attachment



Please upload a copy of a cancelled check or a signed letter from your bank with routing and account information.

Certificate Of Completion

Envelope Id: E178F23E93F44AA386B3031C104EE67F	Status: Completed
Subject: Summer Discovery Grant Agreement - Signature Required	
Source Envelope:	
Document Pages: 31	Signatures: 5
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Nick Piper
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	3011 W Grand Blvd. Suite 500
	Detroit, MI 48202
	nick.piper@liveunitedsem.org
	IP Address: 69.14.174.119

Record Tracking

Status: Original	Holder: Nick Piper	Location: DocuSign
6/3/2024 12:12:10 PM	nick.piper@liveunitedsem.org	


Signer Events

Signer Events	Signature	Timestamp
Karen LeGendre karen.legendre@unitedwaysem.org Interim, Chief Financial Officer United Way for Southeastern Michigan Security Level: Email, Account Authentication (None)	Completed Using IP Address: 68.188.184.197	Sent: 6/3/2024 12:12:24 PM Viewed: 6/3/2024 1:30:17 PM Signed: 6/3/2024 1:32:21 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Amy Kruppe amy.kruppe@myhpsd.org Superintendent Security Level: Email, Account Authentication (None)	 C3DEA07C08C0480...	Sent: 6/3/2024 1:32:23 PM Viewed: 6/6/2024 7:12:51 PM Signed: 6/9/2024 5:03:13 PM
	Signature Adoption: Pre-selected Style Using IP Address: 68.48.187.152	

Electronic Record and Signature Disclosure:
Accepted: 6/6/2024 7:12:51 PM
ID: 33e6296b-d7b9-45bd-bac4-61e608f758c2

Darienne Hudson darienne.hudson@liveunitedsem.org President and CEO Security Level: Email, Account Authentication (None)	 F2093A82688D499...	Sent: 6/9/2024 5:03:15 PM Viewed: 6/10/2024 5:36:01 AM Signed: 6/10/2024 5:36:05 AM
	Signature Adoption: Pre-selected Style Using IP Address: 35.128.15.252	

Electronic Record and Signature Disclosure:
Accepted: 6/10/2024 5:36:01 AM
ID: 4ca2efb8-cbc5-4a43-a0b5-b206065242a9

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
United Way Summer Discovery Staff summerdiscovery@unitedwaysem.org Security Level: Email, Account Authentication (None)	COPIED	Sent: 6/10/2024 5:36:07 AM
Electronic Record and Signature Disclosure:		
Not Offered via DocuSign		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/3/2024 12:12:25 PM
Certified Delivered	Security Checked	6/10/2024 5:36:01 AM
Signing Complete	Security Checked	6/10/2024 5:36:05 AM
Completed	Security Checked	6/10/2024 5:36:07 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, United Way for Southeastern Michigan (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact United Way for Southeastern Michigan:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: nick.piper@liveunitedsem.org

To advise United Way for Southeastern Michigan of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at nick.piper@liveunitedsem.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from United Way for Southeastern Michigan

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to nick.piper@liveunitedsem.org and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with United Way for Southeastern Michigan

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to nick.piper@liveunitedsem.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify United Way for Southeastern Michigan as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by United Way for Southeastern Michigan during the course of your relationship with United Way for Southeastern Michigan.



Recipient Information

1. Recipient Name

HAZEL PARK SCHOOL DISTRICT
1620 E Elza Ave
Community Schools
Hazel Park, MI 48030-2358

2. Congressional District of Recipient

11

3. Payment System Identifier (ID)

1386003088A2

4. Employer Identification Number (EIN)

386003088

5. Data Universal Numbering System (DUNS)

6. Recipient's Unique Entity Identifier (UEI)

WUTWHMJLM7L5

7. Project Director or Principal Investigator

Dr. Stephanie Dulmage
Program Director
stephanie.dulmage@myhpsd.org
248-658-5234

8. Authorized Official

Mr. Jason Zirniss
AOR
jason.kirniss@myhpsd.org
248-658-5234

Federal Agency Information

CDC Office of Financial Resources

9. Awarding Agency Contact Information

Mr. Dervin Capers
GTE1@cdc.gov
770-448-2523

10. Program Official Contact Information

Bianca Anderson
Public Health Advisor
qky4@cdc.gov
404-498-2089

Federal Award Information

11. Award Number

1 NH28CE003608-01-00

12. Unique Federal Award Identification Number (FAIN)

NH28CE003608

13. Statutory Authority

Drug-Free Communities Act, 21 USC 1531 et seq., P.L. 105-20

14. Federal Award Project Title

Hazel Park Community Coalition Drug Free Communities Grant 2023

15. Assistance Listing Number

93.276

16. Assistance Listing Program Title

Drug-Free Communities Support Program Grants

17. Award Action Type

New

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date	09/30/2023	- End Date	09/29/2024
20. Total Amount of Federal Funds Obligated by this Action			\$125,000.00
20a. Direct Cost Amount			\$125,000.00
20b. Indirect Cost Amount			\$0.00
21. Authorized Carryover			\$0.00
22. Offset			\$0.00
23. Total Amount of Federal Funds Obligated this budget period			\$0.00
24. Total Approved Cost Sharing or Matching, where applicable			\$125,000.00
25. Total Federal and Non-Federal Approved this Budget Period			\$250,000.00
26. Period of Performance Start Date	09/30/2023	- End Date	09/29/2028
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance			\$250,000.00

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer - Signature

Kevin Heath
Grants Management Specialist

30. Remarks



Recipient Information
Recipient Name HAZEL PARK SCHOOL DISTRICT 1620 E Elza Ave Community Schools Hazel Park, MI 48030-2358
Congressional District of Recipient 11
Payment Account Number and Type 1386003088A2
Employer Identification Number (EIN) Data 386003088
Universal Numbering System (DUNS)
Recipient's Unique Entity Identifier (UEI) WUTWHMJLM7L5
31. Assistance Type Project Grant
32. Type of Award Other

33. Approved Budget (Excludes Direct Assistance)	
I. Financial Assistance from the Federal Awarding Agency Only II. Total project costs including grant funds and all other financial participation	
a. Salaries and Wages	\$44,380.00
b. Fringe Benefits	\$21,340.00
c. Total Personnel Costs	\$65,720.00
d. Equipment	\$5,000.00
e. Supplies	\$20,000.00
f. Travel	\$5,500.00
g. Construction	\$0.00
h. Other	\$0.00
i. Contractual	\$28,780.00
j. TOTAL DIRECT COSTS	\$125,000.00
k. INDIRECT COSTS	\$0.00
l. TOTAL APPROVED BUDGET	\$125,000.00
m. Federal Share	\$125,000.00
n. Non-Federal Share	\$125,000.00

34. Accounting Classification Codes						
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
3-9390LJF	23NH28CE003608	CE	410U	93.276	\$125,000.00	75-23-0943



DEPARTMENT OF HEALTH AND HUMAN SERVICES Notice of Award

Centers for Disease Control and Prevention

Award# 1 NH28CE003608-01-00

FAIN# NH28CE003608

Federal Award Date: 08/31/2023

Direct Assistance

BUDGET CATEGORIES	PREVIOUS AMOUNT (A)	AMOUNT THIS ACTION (B)	TOTAL (A + B)
Personnel	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00

AWARD ATTACHMENTS

HAZEL PARK SCHOOL DISTRICT

1 NH28CE003608-01-00

1. Terms and Conditions

AWARD INFORMATION

Incorporation: In addition to the federal laws, regulations, policies, and CDC General Terms and Conditions for Non-research awards at <https://www.cdc.gov/grants/federal-regulations-policies/index.html>, the Centers for Disease Control and Prevention (CDC) hereby incorporates Notice of Funding Opportunity (NOFO) number **CDC-RFA-CE23-0004**, entitled **Drug-Free Communities (DFC) Support Program**, and application dated April 11, 2023, as may be amended, which are hereby made a part of this Non-research award, hereinafter referred to as the Notice of Award (NoA).

Approved Funding: Funding in the amount of \$125,000 is approved for the Year 01 budget period, which is September 30, 2023 through September 29, 2024. All future year funding will be based on satisfactory programmatic progress and the availability of funds.

The federal award amount is subject to adjustment based on total allowable costs incurred and/or the value of any third party in-kind contribution when applicable.

Note: Refer to the Payment Information section for Payment Management System (PMS) subaccount information.

Financial Assistance Mechanism: Grant

Key Personnel: In addition to the Principal Investigator/Project Director identified in this Notice of Award, the application and work plan included individuals considered key personnel. In accordance 45 CFR Part 75.308, the recipient must request prior approval from CDC to change the following individual/position:

***Jason Zirnis – Authorized Organization Representative or Business Official
Dr. Stephanie Dulmage – Principal Investigator/Project Director
Kimberly Hart – Project Coordinator***

Expanded Authority: The recipient is permitted the following expanded authority in the administration of the award.

- Carryover of unobligated balances from one budget period to a subsequent budget period. Unobligated funds may be used for purposes within the scope of the project as originally approved. Recipients will report use, or intended use, of unobligated funds in Section 12 “Remarks” of the annual Federal Financial Report. If the GMO determines that some or all of the unobligated funds are not necessary to complete the project, the GMO may restrict the recipient’s authority to automatically carry over unobligated balances in the future, use the balance to reduce or offset CDC funding for a subsequent budget period, or use a combination of these actions.

FUNDING RESTRICTIONS AND LIMITATIONS

Notice of Funding Opportunity (NOFO) Restrictions:

Restrictions that must be considered while planning the programs and writing the budget are:

- Recipients may not use funds for research.

- Recipients may not use funds for clinical care except as allowed by law.
- Recipients may use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to the recipient.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
 - the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body

See Additional Requirement (AR) 12 for detailed guidance on this prohibition and additional guidance on lobbying for CDC recipients.

- The direct and primary recipient in a cooperative agreement program must perform a substantial role in carrying out project outcomes and not merely serve as a conduit for an award to another party or provider who is ineligible.
- DFC grant funds may not be used to supplant current funding of existing activities. “Supplant” is defined as replacing funding of an Applicant’s existing program with funds from a federal grant.
- No more than 10 percent of the total federal grant award may be used for data collection and evaluation purposes unless approved by the Project Officer and Grants Management Specialist. It is not a requirement for coalitions to hire evaluators.
- Applicants may not use funds to provide funding to community organizations through mini-grants, or as a pass-through program, including one coalition funding another coalition.
- DFC grant funds may not be passed through by contract or any other method to another entity to conduct the programmatic work of the DFC Program. DFC grant recipients are expected to perform the substantive role and manage the efforts carried out by this grant.
- Applicants may not use funding for stipends or for tuition expenses.
- Applicants may not use funds for the following (not a fully exhaustive list):
 - Youth Sports Programs
 - Purchase of Naloxone/Narcan
 - Treatment services/programs/facilities
 - Construction
 - Landscaping/neighborhood revitalization projects, including lighting or community gardening efforts
 - Law enforcement equipment, drug courts, drug search detection canines, or related training
- Vaping detection devices, fentanyl test strips, and/or drug testing kits
- Special Considerations:
 - Food is generally unallowable. Exceptions within the DFC Support Program may include food used as a small incentive (not to exceed \$3.00 per person) to encourage participation in a community-wide event. Food costs are not allowable for general coalition or subcommittee meetings.
 - The cost of promotional items is generally unallowable. However, the exception would be for program outreach, and other specific purposes necessary to meet the requirements, goals, and objectives of the federal grant award.

- Recipients may use funds for program staff background checks and drug tests.
- **Funding Restriction for an Applicant applying as a Fiscal Agent on behalf of a coalition:**
 - The applicant can only be in receipt of one DFC grant at a time and cannot apply on behalf of multiple coalitions.
 - An organization serving as fiscal agent may not receive DFC funds on behalf of a coalition that has had 10 years of DFC funding.
- **Funding Restriction on 501(c)(3) Coalitions:**
 - A coalition applying as its own legal applicant [i.e., 501(c)(3)] or through one or more Fiscal Agents, may receive no more than 10 years of DFC funding.ping detection devices, fentanyl test strips, and/or drug testing kits

Indirect Costs:

Indirect costs are not applicable to this award.

Matching Funds Requirement: The required level of non-federal participation for the Drug Free Communities Grant Program is \$125,000.

Matching is generally calculated on the basis of the federal award amount and is comprised of recipient contributions proposed to support anticipated costs of the project during a specific budget period (confirmation of the existence of funding is supplied by the recipient via their Federal Financial Report). The recipient must be able to account separately for stewardship of the federal funding and for any required matching; it is subject to monitoring, oversight, and audit. The recipient may not use matching expenditures to count toward any Maintaining State Funding requirement.

When a recipient requests a carryover of unobligated funds from prior year(s), matching funds equal to the new requirement must be on record in the CDC grant file, or the recipient must provide evidence with the carryover request.

The recipient must receive and expend non-Federal matching funds as required in the NOFO and the Drug-Free Communities Act. In-kind support (i.e., donations, volunteer time, etc.) may also be used to satisfy the match requirement. The table below indicates the percentage of match required for DFC grant recipients in each year of the grant.

Grant Year	Matching Requirement
1-6	100%
7-8	125%
9-10	150%

REPORTING REQUIREMENTS

Annual Progress Report and Core Measures Data:

Annual Progress Report

In August 2024, all DFC recipients must submit an Annual Progress Report in the DFC & CARA Me system located at: (<https://dfcme.ondcp.eop.gov/>). For more information on the DFC & CARA Me system, please contact the DFC National Evaluation Team at dfc_evaluators@icf.com.

Core Measures Data

DFC recipients are required to provide core measures data every two years, via the DFC & CARA Me system, on the following core measures for alcohol, tobacco, marijuana, and (illicit) use of prescription drugs for three grades (6th-12th) with a recommended combination of at least one middle school grade and at least one high school grade:

1. Past 30-day use
2. Perception of risk or harm
3. Perception of parental disapproval of use
4. Perception of peer disapproval of use

Year 6 Recipients

Year 6 recipients who received continuous funding between Years 5 and 6 will remain on the core measure reporting schedule established in the first five years of DFC funding.

Year 6 recipients who have not had sequential years of DFC funding will need to speak with the DFC National Evaluation Team to determine when to report core measures. Please contact the DFC National Evaluation Team at dfc_evaluators@icf.com for more information.

Required Disclosures for Federal Awardee Performance and Integrity Information System (FAPIIS):

Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the CDC, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at the following addresses:

CDC, Office of Grants Services
Stephanie Latham, Grants Management Officer/Specialist
Centers for Disease Control and Prevention
BRANCH 5 Supporting Chronic Disease and Injury Prevention
2939 Flowers Rd South, Mailstop: TV-2
Atlanta, GA 30341
Fax: 404-248-4180 (Include "Mandatory Grant Disclosures" in subject line)
Email: fzv6@cdc.gov (Include "Mandatory Grant Disclosures" in subject line)

AND

U.S. Department of Health and Human Services
Office of the Inspector General
ATTN: Mandatory Grant Disclosures, Intake Coordinator
330 Independence Avenue, SW
Cohen Building, Room 5527
Washington, DC 20201

Fax: (202)-205-0604 (Include “Mandatory Grant Disclosures” in subject line) or
Email: MandatoryGranteeDisclosures@oig.hhs.gov

Recipients must include this mandatory disclosure requirement in all subawards and contracts under this award.

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371. Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 and 376, and 31 U.S.C. 3321).

CDC is required to report any termination of a federal award prior to the end of the period of performance due to material failure to comply with the terms and conditions of this award in the OMB-designated integrity and performance system accessible through SAM (currently FAPIIS). (45 CFR 75.372(b)) CDC must also notify the recipient if the federal award is terminated for failure to comply with the federal statutes, regulations, or terms and conditions of the federal award. (45 CFR 75.373(b))

PROGRAM OR FUNDING GENERAL REQUIREMENTS

Drug-Free Communities (DFC) Program: The Drug-Free Communities (DFC) Support Program was established under the Drug-Free Communities Act of 1997, P.L. 105-20. The purpose of DFC funding is to address two major goals: 1) establish and strengthen collaboration among communities, public and private non-profit agencies, and Federal, state, local and tribal governments to support the efforts of community coalitions, and 2) reduce substance use among youth and, over time, among adults.

The DFC Program is funded and directed by the Office of National Drug Control Policy (ONDCP) and partners with the Centers for Disease Control and Prevention (CDC) for day-to-day management. While responsibility rests with the recipient for achieving the primary goals of the program, CDC shall monitor and provide continuing technical assistance, consultation, and coordination in the execution of the project during the funding period. You can find additional details about the support available to you as a recipient on the DFC Me (Management and Evaluation) system’s Learning Center at <https://dfcme.ondcp.eop.gov/>.

Recipient Roles and Responsibilities: For the purposes of the DFC Program, a recipient is either a coalition that has received a grant or is an outside agent that is serving as the grant award recipient on behalf of a community coalition. The following Statutory Eligibility Requirements must be met each year while the coalition is funded by the DFC Program.

The Statutory Eligibility Requirements pertain to all DFC-funded coalitions. If you are the recipient for a coalition, you are responsible for ensuring all eligibility criteria are met by the coalition.

The recipient must continue to meet the Statutory Eligibility Requirements, as required by the original Funding Opportunity Announcement and the Drug-Free Communities Act during each year of funding.

- The coalition must have at least one representative from the required 12 sectors, as outlined in the NOFO and the Drug-Free Communities Act of 1997;
- The coalition must maintain meeting minutes that demonstrates it is a unique entity that has substantial involvement from its members and is working toward to the two goals of the DFC Program;

- The coalition must address multiple (more than one) drugs in its annual 12-Month Action Plan for each year of funding;
- The coalition must have as its principal mission the reduction of youth substance use;
- The coalition has not received 10 years of DFC funding;
- The coalition must provide data every two years on the following core measures for alcohol, tobacco, marijuana, and prescription drugs for three grades (6th-12th):
 - o Past 30-day use;
 - o Perception of risk or harm;
 - o Perception of parental disapproval of use; and
 - o Perception of peer disapproval of use
- The recipient must be an entity eligible to receive Federal funds;
- The recipient must not request more than **\$125,000** per year;
- The recipient must document non-Federal match as defined in the DFC Act; and
- The recipient can only be awarded one DFC grant at a time.

Other Requirements for all DFC Recipients (coalitions or outside agents)

- The recipient must continue implementing the specific goals and objectives outlined in their approved application for DFC funding;
- The recipient must develop a funding plan that ensures (1) the required match of requested Federal funds and (2) to solicit substantial financial support from non-Federal sources for sustainability purposes;
- The recipient's key personnel is the Program Director and Project Coordinator, of the DFC-funded coalition must participate in the DFC Me (Management and Evaluation) system. (<https://dfcme.ondcp.eop.gov/>);
- The recipient is expected to use the Strategic Prevention Framework (SPF), a five step evidence based process for community planning and decision making; and,
- The recipient must plan and implement a comprehensive 12-Month Action Plan inclusive of the Seven Strategies for Community Change.

Requirements for Recipients in Year 3 and 7

- The coalition must submit via the DFC Me system a Strategic Plan for Sustainability with the February Progress Report in Years 3 and 7 of DFC funding.

DFC Management and Evaluation (DFC Me) System

DFC Me is ONDCP's new interactive system designed to improve communication and help your coalition better manage its DFC grant requirements. DFC Me is also your one-stop shop for submitting Semi-Annual Progress Reports, sharing best practices, receiving the latest program and training updates, and the ability to request technical assistance.

The Program Director and Project Coordinator of the DFC-funded coalition must participate in the DFC Me system (<https://dfcme.ondcp.eop.gov/>), so that they receive information from ONDCP DFC Staff on a regular basis. This includes submitting contact information for each of the required 12 sector representatives. Key Personnel should discuss the use of the DFC Me system with sector members chosen to represent each sector, so that they understand their role in distribution of information sent to them. Information sent to specific sectors will always be sent to the Key Personnel.

DFC-funded coalitions will receive additional information on the DFC Me system via email from their assigned DFC PO. For more information on the DFC Me system, please contact the DFC National Evaluation Team at dfc_evaluators@icf.com.

Award Expectations and Noncompliance

The eligibility and program requirements originally outlined in the NOFO must continue to be adhered to as the funded project is implemented. Recipients must comply with the performance goals, milestones, outcomes, and performance data collection as reflected in the NOFO and related policy and guidance, as well as the certifications and assurances submitted with the award application.

Failure to meet any one of these requirements is considered non-compliance with program and grant regulations. If for any reason you do not comply with the applicable terms, conditions, rules and regulations, or deadlines for the DFC Program, your grant will be subject to the Progressive Discipline and Appeals Process. There are three progressive discipline actions that can be taken: 1) Addition of special terms or conditions, 2) Suspension, and 3) Termination.

Failure to comply with Special Terms and Conditions may also result in a financial drawdown restriction on your Payment Management System account or denial of funding in the future. Additional terms and/or conditions may also be applied to this award if outstanding financial or programmatic compliance issues are identified by Centers for Disease Control and Prevention (CDC).

Corrective Action Plan (CAP)

When requested by the DFC PO, the recipient must develop a Corrective Action Plan (CAP) and complete the approved plan within the designated timeframe designated by the DFC PO. The Corrective Action Plan must be designed to address potential or identified deficiencies in performance and/or in the conditions contributing or causing the identified unsatisfactory performance. Failure to submit a responsive CAP may result in a determination of non-compliance with program and grant regulations and the addition of special terms or conditions to the award.

PAYMENT INFORMATION

The HHS Office of the Inspector General (OIG) maintains a toll-free number (1-800-HHS-TIPS [1-800-447-8477]) for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. Information also may be submitted by e-mail to hstips@oig.hhs.gov or by mail to Office of the Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington DC 20201. Such reports are treated as sensitive material and submitters may decline to give their names if they choose to remain anonymous.

Payment Management System Subaccount: Funds awarded in support of approved activities have been obligated in a subaccount in the PMS, herein identified as the “P Account”. Funds must be used in support of approved activities in the NOFO and the approved application.

The grant document number identified beginning on the bottom of Page 2 of the Notice of Award must be known in order to draw down funds.

September 21, 2023

Amy Kruppe, Ed.D.
Superintendent
City of Hazel Park School District
Administration Building
1620 E Elza Ave
Hazel Park, Michigan 48030-2358

Re: # GG-202324457

Dear Dr. Kruppe:

We are pleased to announce that the Board of Trustees of the Community Foundation for Southeast Michigan has adopted the following resolution:

RESOLVED, that a grant of \$55,000 to City of Hazel Park School District for support for Michigan Stage to expand their youth theater programming to new communities be approved.

Included are the Terms of Grant Agreement related to this grant. Please make special note of all the provisions and procedures indicated. Please sign and submit the Terms of Grant Agreement to the Community Foundation for Southeast Michigan as soon as possible indicating your acceptance of the grant award and its terms. Also, please visit our website at cfsem.org/grantee-press/ for guidelines about publicizing your award, and any unique reporting requirements. Grantee report reminders will be emailed to you separately.

After a signed copy of the Terms of Grant Agreement has been received, it is anticipated that payment will be made as follows.

Date:	Amount:
October 2023	\$55,000.00

Please note that your payment will be mailed to the mailing address on file in Fluxx. To update, request changes to applications@cfsem.org.

We wish you every success and look forward to receiving reports on your progress.

Sincerely,

Richard L. DeVore
President

TERMS OF GRANT AGREEMENT

City of Hazel Park School District
GG-202324457

PLEASE READ CAREFULLY!

I. Acceptance of Grant

The grant to your organization from the Community Foundation for Southeast Michigan is for the explicit purposes described in the Grant Resolution and is subject to your acceptance of the terms described therein.

To accept the grant and receive the funds, return a signed copy of this "Terms of Grant Agreement" to the Community Foundation for Southeast Michigan. Please refer to the grant number and title in all communication concerning the grant.

Grantee:

City of Hazel Park School District

Date Authorized:

September 19, 2023

Grant Number:

GG-202324457

Amount Granted:

\$55,000

Grant Resolution:

RESOLVED, that a grant of \$55,000 to City of Hazel Park School District for support for Michigan Stage to expand their youth theater programming to new communities be approved.

Grant Period:

Begins – September 21, 2023

Terminates – June 28, 2024

II. Review of Grant Activity

The grantee will furnish the Community Foundation for Southeast Michigan with written reports according to the following schedule:

Report:

Final Report

Due Date:

August 2, 2024

TERMS OF GRANT AGREEMENT

City of Hazel Park School District
GG-202324457

III. Special Provisions

In accepting this grant, the grantee agrees to the following conditions:

1. To use the funds granted solely for the purpose stated.
2. To repay any portion of the amounts granted which is not used for the purpose of the grant.
3. To return any unexpended funds if the grantee loses its exemption from Federal income taxation as provided under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), or (b) as a governmental entity or political subdivision within Section 170 (c) of the Code.
4. To maintain books and records adequate to verify actions related to this grant should this prove necessary.
5. Pre-approval is needed for any modifications in the approved project budget.

IV. Publicity

We strongly encourage the grantee to publicize the receipt of this grant. Please share a copy of any press releases and announcements for approval prior to distributing, as well as copies and links of news coverage that results from press outreach.

Please visit our website at cfsem.org/grantee-press/ for guidelines about publicizing your award, and any unique reporting requirements.

For the Grantee:

DocuSigned by:



Signature of Authorized Representative

9/22/2023

Date

Amy Kruppe

Superintendent

Name and Title of Authorized Representative



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

HAZEL PARK JUNIOR VIKINGS
C/O JAMES PATERSON
1620 E ELZA
HAZEL PARK, MI 48030

Date:
10/18/2023
Employer ID number:
93-3388121
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
June 30
Form 990-PF required:
Yes
Effective date of exemption:
August 25, 2023
Addendum applies:
No
DLN:
26053670005663

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a private foundation within the meaning of Section 509(a).

We further determined you qualify as a private operating foundation under IRC Section 4942(j)(3). We'll treat you as a private operating foundation as long as you continue to meet the requirements of Section 4942(j)(3).

You're required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation, annually, whether or not you have income or activity during the year. If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PF" in the search bar to view Publication 4221-PF, Compliance Guide for 501(c)(3) Private Foundations, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,


Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Letter 1076 (Rev. 2-2020)
Catalog Number 35161A

MICHIGAN DEPARTMENT OF EDUCATION

608 W. Allegan P.O. Box 30008
Lansing, Michigan 48909

GRANT AWARD NOTIFICATION

<p>1 Recipient Entity Name and Address: Hazel Park, School District of the City of 1620 E Elza Ave Hazel Park, MI 48030 District/Recipient Code: 63130</p>	<p>5 Recipient Business Contact: Name: Amy Kruppe Position: Superintendent Telephone: 248-658-5220 Email: amy.kruppe@hazelparkschools.org</p>									
<p>2 Award Information Grant Title: 27m(7): National Board: First Time Candidate Grant Fiscal Year: 2023-2024 Funding Source (check one): <input type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> Other: _____ Subaward Type (select): Competitive Grant Number – Project Number: 849-2024 Grant Code: 275</p>	<p>6 Authorized Funds:</p> <table border="0"> <thead> <tr> <th></th> <th align="right">Date:</th> <th align="right">Amount:</th> </tr> </thead> <tbody> <tr> <td>Original Approved Amount:</td> <td align="right">10/1/2023</td> <td align="right">\$2,125</td> </tr> <tr> <td>Amendments:</td> <td></td> <td></td> </tr> </tbody> </table> <hr/> <p>Current Authorized Amount: \$2,125</p>		Date:	Amount:	Original Approved Amount:	10/1/2023	\$2,125	Amendments:		
	Date:	Amount:								
Original Approved Amount:	10/1/2023	\$2,125								
Amendments:										
<p>3 Report Due Dates: Final Expenditure Report: N/A Final Performance Report: N/A</p>	<p>7 Expenditure Period: Beginning date: 10/01/2023 Ending date: 09/20/2025</p>									
<p>4 MDE Program Staff Contact: Name: Tara Totten MDE Office: Office of Educator Excellence Telephone: 517-335-5954 Email: MDE-EdWorkforceGrants@michigan.gov</p>	<p>8 Method of Obtaining Payment: Regular monthly State Aid payment upon approval Payment Contact: State Aid/School Finance: 517-241-2208</p>									
<p>9 Legislative Authority Pertaining to Award: Section 388.1627m of Public Act 103 of 2023 (State School Aid Act)</p>										
<p>10 Authorizing Official: Michael F. Rice, Ph.D., State Superintendent</p> <p align="center"></p> <p align="right">Date: 5/13/2024</p>										

Hazel Park, School District of the City of

\$2,125

PIC Number	Teacher Name	# of Components	School Building Name	Grant Award
1124362	Markeata Lee	4	Advantage Alternative Program	\$2,125



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
Tammy McHenry, Principal HPHS
Subject: Requested Course Adjustments for Graduation
Date: June 17, 2024

To better prepare students for success after graduation and comply with the new state requirement for Financial Literacy (.5 credits), we recommend removing Digital Computer Applications (.5 credits) a high school graduation requirement and replacing it with a Financial Literacy course. Given the extensive use of computers in online learning and daily coursework, the digital learning experience requirement is already being fulfilled.

Funding Source:

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.

Recommendation

That the Board of Education approve removing Digital Computer Applications as a graduation requirement with the added Financial Literacy graduation requirement added by the State of Michigan.

**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 and Learning
Subject: K-5 Report Card Committee
Date: 6/17/2024

Purpose

Due to changes in curriculum and instruction, revisions are needed for the current K-5 report card. The focus will be on aligning the report card content with grade-level standards and creating a format that is clear and easy for parents/guardians to understand. To ensure the report card meets the needs of teachers and parents/guardians, the committee will provide opportunities for feedback throughout the development phase to evaluate its ease of use and effectiveness in communicating performance and expectations.

Proposed Timeline

Action	When?	Who is Involved?
Convene a K-5 Standards-Based Report Card Committee	June/July 2024	K-5 Teachers, Coaches, and Administrators
Phase 1 Committee Work: Research & Development of Draft Report Card	July - Early October, 2024	K-5 Teachers, Coaches, and Administrators
Phase 2 Committee Work: Implementation and Stakeholder Input	November - March, 2024	K-5 Teachers, Coaches, and Administrators

Cost Breakdown

Staff Compensation (If applicable)

Budget Item	Number of Staff Members	Number of Days	Hours/Staff Member	Total Hours	Total Expenses
Staff Compensation Summer	8	3	6	144	\$7488





Staff Compensation 2024/2025 School Year	8	16	2	256	\$13312
				Grand Total	\$20,800

Funding Source: General Fund/Center Fund/Other Grants

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.

Recommendation

That the Board of Education approves the staff compensation for the K-5 Report Card committee for \$20,800.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent

Project Title: K-5 Report Card Committee

Project Proposal Submission Date: 5/6/24

Project Status: Proposal In Progress

Assistant Superintendent of Teaching and Learning Approval: Approved

Superintendent Approval: Approved

Board of Education Approval: Not Yet Discussed

Bargaining Unit Approval (If Needed): No

Board of Education Approval Required: Yes

Decision Date:

Department: Teaching and Learning

Part I

Project Need (Data, Strategic Plan Alignment)

- The current report card is not aligned with the grade-level priority standards and instructional frameworks in ELA, Math, and Social Studies, which results in a lack of clarity for parents/guardians and students, the need for additional assessment data to “fit” the current items on the report card, incomplete report card fields, and inconsistent grading practices.
- Revisions to the K-5 report card have not been completed since 2018. At the time, the updates were minimal with little stakeholder input (teachers, building principals, parents/guardians).
- While the current report card is in a standards-based format, comprehensive training on the process of assessing mastery using a standards-based approach was not completed. Furthermore, we have not engaged in a process of gathering feedback from stakeholders to determine the ease of use and the ability to communicate performance and expectations.

Evidence of Impact (Research and Evidence-Based, if applicable)

- Teachers who implement standards-based grading and reporting consistently say it contributes to a learning culture, in place of the traditional grading/point accumulation culture, and that students become self-directed learners who have a much more positive attitude about school and learning.

Project Description, Timeline, and Goals

Project Description and Goals:

- To develop a K-5 Standards-Based Report Card Committee to accomplish the following goals:
 - Phase 1:
 - Gather and analyze research on high-quality standards-based report cards

- Conduct surveys and forums to gather and analyze stakeholder feedback about standards-based grading and report cards
- Revise and pilot the K-5 Report Card with stakeholder feedback/input during the development stage
- Phase 2:
 - Develop a roll-out and implementation plan that includes staff training and opportunities to gather stakeholder feedback
 - Engage in iterative cycles of improvement based on stakeholder feedback
 - Develop a long-term plan for standards-based teaching and learning

Timeline

Action	When?	Who is Involved?
Convene a K-5 Standards-Based Report Card Committee	June/July 2024	K-5 Teachers, Coaches, and Administrators
Phase 1 Committee Work	July - Early October, 2024	K-5 Teachers, Coaches, and Administrators External Stakeholders
Phase 2 Committee Work	November - March, 2024	K-5 Teachers, Coaches, and Administrators External Stakeholders

Budget Details

Staff Compensation (If applicable)

Budget Item	Number of Staff Members	Number of Days	Hours/Staff Member	Total Hours	Total Expenses
Staff Compensation Summer	8	3	6	144	\$7488
Staff Compensation 2024/2025 School Year	8	16	2	256	\$13312
				Grand Total	\$20,800

Resource/Materials Costs

Budget Item	Cost/Unit	# of Licenses or Items	Total Cost	Total Expenses
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			Grand Total	\$0.00

Training Fees

Budget Item	Number of Staff Members	Training Fees	Total Cost	Total Expenses
			Grand Total	0.00

Financial Impact: 21,700

Funding Source: General Fund

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

Recommendation

Part II (complete following approval)

Plan of Action and Program Evaluation - See the Teaching and Learning Proposal Tracking Sheet



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 Zirniss, Assistant Superintendent of Business and Operations
Subject: Hazelwood Maintenance
Date: June 13, 2024

With the departure of Mr. Brown from the residence at Camp Hazelwood, we no longer have an individual that is dedicated to maintaining the property. The house is currently in need of repairs and, now that it is vacant, we have the perfect opportunity to make the necessary updates. Based on several walkthroughs we have identified the following concerns

- 1. Roof
- 2. Windows and doors
- 3. Deck
- 4. Flooring
- 5. Paint and trim

We are recommending that improvements are quoted out and prioritized and are requesting an initial \$25,000 to perform some of the work listed above. We will keep the Board updated if any additional needs should arise during this process.

Goal Statement

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

Funding Source: No direct financial impact

Recommendation

That the Board of Education approve the site improvement at Camp Hazelwood at a cost not to exceed \$25,000.

**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 Zirnis, Assistant Superintendent of Business and Operations
Subject: Bus Replacement
Date: June 13, 2024

As part of the assessment of the bus fleet, it was identified that a new general education passenger bus was needed to replace some of the older buses in the fleet. The Board approved the purchase of a used bus from Macomb Intermediate School District but no general education buses were available this year.

We have been in contact with Holland Bus Company and they currently have a select number of lease turn ins. These buses are similar to the buses that we purchased previously from Holland Bus Co.

The price for the bus we have identified as a good fit for our fleet is 2020 77 passenger bus for 69,000.

Funding Source: General Fund

Recommendation

That the Board of Education approve the purchase of a new used bus for 69,000 plus any title or fees.

**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, Assistant Superintendent of Business and Operations
Subject: Student Accident Insurance
Date: June 16, 2024

Student accident insurance was eliminated a number of years ago due to cost cutting measures. We are recommending its reinstatement to ensure the safety of our Middle and High School student athletes when participating in the District's athletic programs.

Student Accident Insurance Incorporated as provided two options:

Cost to provide insurance to our student athletes:

Regular Coverage \$8,850

- \$50,000 total coverage
- Physicians Services \$1,000
- Hospital Inpatient Care up to \$500 per day
- Outpatient Care up to \$1,000 per day

Comprehensive Coverage \$12,650

- \$50,000 total coverage
- Physicians Services \$2,500
- Hospital Inpatient Care up to \$700 per day
- Outpatient Care up to \$2,000 per day

We are recommending the Comprehensive Coverage package for Board approval.

Funding Source: General Fund

Recommendation

That the Board of Education approve the Comprehensive Student Athlete Insurance Coverage from Student Accident Insurance Incorporated for a general fund cost of \$12,650 for the 2024/2025 school year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





Ford Administration
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5200 | F: 248-544-5443
www.hazelparkschools.org

May 22, 2024

Robyn Vincent

Good afternoon,

The FOIA request dated May 20, 2024 is granted.

Please find enclosed a copy of the previous two superintendent contracts, as requested in the FOIA request dated May 20, 2024.

Please contact me at james.paterson@myhpsd.org or (248) 658-5225 if you would like to discuss the FOIA request further, or if you have any questions.

Respectfully,

James Paterson
District Counsel
FOIA Coordinator

By: Email

cc. Dr. Amy Kruppe
Jamie Buczko

HAZEL PARK SCHOOL DISTRICT
SUPERINTENDENT'S CONTRACT OF EMPLOYMENT

THIS CONTRACT is made and entered into in Hazel Park, Oakland County, Michigan, by and between the School District of the City of Hazel Park, a Michigan general powers school district whose offices are located at 1620 E. Elza, Hazel Park Mi. 48030. (hereinafter the "School District"), and Amy Y. Kruppe, (hereinafter "Superintendent").

IT IS AGREED:

1. **EMPLOYMENT TERM** - The School District hereby employs Superintendent and Superintendent agrees to work for the School District for a term commencing on July 1, 2022, and extending through June 30, 2028, unless otherwise terminated under the terms and conditions stated herein. Superintendent shall advise the Board of Education six (6) months in advance of her intention to terminate her employment within the term of this Contract as originally agreed to or as may be extended by later amendment. It is understood and agreed that Superintendent is employed in the capacity of Superintendent, as defined in the Michigan Revised School Code.

2. **DUTIES** - The Superintendent agrees to devote her talents, skills, efforts and abilities toward competently and proficiently fulfilling all duties and responsibilities of the position assigned. The Superintendent agrees to faithfully perform those duties assigned by the Board of Education and to comply with the directives of the Board of Education with respect thereto. The Superintendent

further agrees to comply with and fulfill all responsibilities and tasks required by state and federal law and regulations, and by the Board of Education, to carry out the educational programs and policies of the School District during the entire term of this Contract. The Superintendent agrees to devote substantially all of her business time, attention and services to the diligent, faithful and competent discharge of her duties on behalf of the School District to enhance the operation of the School District and agrees to use her best efforts to maintain and improve the quality of the programs and services of the School District.

3. **SALARY** – The School District shall pay the Superintendent a salary of \$171,746.64 (One Hundred Seventy One Thousand Seven Hundred Forty Six Dollars and Sixty Four Cents) per annum, payable in biweekly equal installments. Superintendent's salary may be adjusted as otherwise agreed by the Superintendent and the Board of Education.

4. **MERIT/PERFORMANCE-BASED PAY** – Consistent with and part of the requirements of legislation requiring that job performance be a significant factor in determining compensation and additional compensation, the Superintendent shall be eligible for merit/performance-based pay as follows. If the Board gives the Superintendent an overall performance rating of "Effective" on her final annual evaluation, then the merit pay shall be an amount equal to \$2,000 (Two Thousand Dollars); if the Board gives the Superintendent an overall performance rating of "Highly Effective" on her final evaluation, then the merit pay shall be an amount equal to \$4,000 (Four Thousand Dollars). Any such merit pay shall be paid no later than June of each fiscal year. The Board and the Superintendent will

agree to establish up to three annual goals that will be included as a portion of the annual evaluation of the current approved evaluation tool; however, in the absence of agreement between the Board and the Superintendent, the Board will establish the goals. In the event that the Superintendent has received an overall performance rating of “Highly Effective” on three consecutive annual evaluations by the Board, and the Board decides to conduct the following evaluation biennially instead of annually, the Superintendent shall be deemed to have been rated “Highly Effective” for the skipped year in which no actual evaluation was conducted, and thus will be eligible to receive merit/performance-based in the amount of \$4,000 (Four Thousand Dollars) for that year.

5. **WORK YEAR** - Superintendent shall perform her duties over the full twelve (12) months of the School District’s fiscal year (July 1 to June 30), less applicable vacation, leave, and holidays as defined in the District’s calendar approved by the Board of Education. Superintendent shall be expected to attend meetings of the Board of Education and its committees and to attend and participate in School District functions or, on occasion, other civic activities having relation to the School District’s interests within the community serviced by the School District. The time expended in attending such meetings and activities has been taken into account in setting the aforesaid salary and, thus, no additional compensation shall be forthcoming for such attendances.

6. **QUALIFICATIONS** – The Superintendent shall possess and maintain throughout the term of this Contract all certification(s), qualifications, and

continuing education requirements required by the State of Michigan to serve as the District's Superintendent of Schools.

7. **TENURE** - It is expressly agreed that Superintendent shall not be deemed to be granted continuing tenure in her capacity as Superintendent or in any other administrative capacity by virtue of this Contract of Employment. Tenure may be obtained only in the capacity of a classroom teacher and consistent with the Teachers' Tenure Act.

8. **EVALUATION** – The Superintendent's performance shall be evaluated by the Board in accordance with section 1249b of the Revised School Code. If the Superintendent has been rated as "Highly Effective" on three consecutive annual evaluations by the Board, the Board may conduct the following evaluation biennially instead of annually. However, if the Superintendent is not rated as "Highly Effective" on one of the biennial evaluations, the Superintendent shall again be provided with annual evaluations. Such evaluation shall be in compliance with section 1249b of the Revised School Code, will include an assessment of: the progress toward the educational goals of the District, the working relationship between the Board and the Superintendent, and the Board's directions to the Superintendent. The Board will grant a request by the Superintendent to meet to discuss her written evaluation in a manner consistent with the requirements of Michigan's Open Meetings Act. The Board of Education and the Superintendent shall meet annually prior to the beginning of the school year to discuss and determine performance standards for said year.

9. **CONFLICT OF INTEREST** - Superintendent shall faithfully serve the School District and be regardful of its interest during the term of this Contract, to the extent required by this Contract and by law. Superintendent shall not directly or indirectly acquire or otherwise possess any interest adverse to that of the School District. In the event that a question arises as to whether a given interest is in conflict with the interests of the School District, Superintendent shall make full disclosure of same to the Board of Education for its review and disposition, which disposition shall be controlling and complied with by Superintendent.
10. **OTHER WORK** - Superintendent may not undertake consultative work, speaking engagements, writing, lecturing or other professional duties and obligations when such activities would in any manner impinge upon time and effort required to be exerted by Superintendent in the discharge of her responsibilities under this Contract, unless the Board of Education gives its prior consent to such activities.
11. **EXPENSES** - Superintendent is encouraged to attend and participate in appropriate professional activities and conferences at the local, state and national levels. Subject to approval in advance of such activity or conference by the Board of Education, Superintendent shall be reimbursed, consistent with Board policy for the reasonable costs of long-distance travel and lodging in connection with such attendances and participations. Superintendent shall be reimbursed, consistent with Board policy for the reasonable costs incurred in attending and participating in local professional activities and conferences as she may deem to be appropriate on behalf of the School District. Superintendent may be required to

provide to the School District an itemized account and substantiation of the above reimbursed expenses in accordance with Board policy for federal and state income tax reporting purposes. The Board shall incur all reasonable expenses associated with Superintendent's district cell phone use.

12. **BUSINESS EXPENSES** - Superintendent shall receive \$400 (four hundred dollars) per month for school business related expenses including but not limited to the ownership, lease or operation of an automobile for the purpose of traveling to the various school buildings and facilities of the School District, as well as to attend out-of-district conferences and meetings in the course of her duties. The use or expenditure of the monthly stipend is entirely within Superintendents discretion.
13. **MEMBERSHIP DUES** - Subject to the Board of Education's prior approval, the School District shall pay the cost of Superintendent's membership in educational, professional and local civic organizations.
14. **BOARD MEETINGS** - Among her other duties, Superintendent shall prepare the agenda for each Board of Education meeting in consultation with the President of the Board or the President's delegate and forward same to each member of the Board of Education, along with her recommendations and supporting documentation on each agenda item, sufficiently in advance of the meeting so that each member can assimilate such information prior to the meeting.
15. **DISABILITY** - Should Superintendent be unable to perform the duties and obligations of this Contract by reason of illness, accident or other causes, and such disability exists for a period of more than one hundred eighty (180) calendar

days, the Board of Education, at its option, may terminate this Contract, whereupon the respective rights, duties and obligations of the parties shall be terminated. Likewise, if it becomes determinable within the one hundred eighty (180) calendar days that such disability is permanent, irreparable or of such nature as to make the continued performance of Superintendent's duties improbable, the Board, at its option, may forthwith terminate this Contract, whereupon the respective rights, duties and obligations of the parties shall be terminated. This provision shall not in any way derogate from any long term disability benefits that apply by operation of other provisions of this Contract.

16. **RETIREMENT** - The School District shall assume full costs of the employer contributions to the Michigan Public School Employees Retirement System ("MPERS") on behalf of Superintendent, as may be required by law.

17. **VACATION**- The Superintendent shall be annually entitled to twenty-five (25) days vacation, of which 2 weeks, (10 days) shall be taken during either Christmas, winter or spring vacation weeks. The Superintendent currently has 101 accumulated vacation days. The Board shall compensate the Superintendent for 35 of those accumulated vacation days no later than the end of November 2022. Next year, the Board shall compensate the Superintendent for any remaining vacation days above 35 no later than the end of September 2023. Thereafter, the Superintendent may only accumulate up to a maximum of 35 unused vacation days, and may elect for up to 10 of the unused vacation days to be placed in a Board-paid tax-sheltered annuity plan each year. Upon the Superintendents separation from employment with the School District the Board shall pay all

unused accumulated vacation days at a per diem rate of (1/260th) of the Superintendents final annual salary. Separation from the district shall include death, incapacity, retirement or resignation.

18. **SICK LEAVE AND BEREAVEMENT** – The Superintendent shall be provided 12 sick days per year. These days can be rolled over into subsequent years without written School Board approval; however, the Superintendent shall receive no compensation, remuneration or pay out for any unused sick days at the end of Superintendents employment by the District. The School District shall provide Superintendent with the bereavement leave days as set forth in the fringe benefit provisions authorized to Central Office Administrators.

19. **INSURANCE** - The School District shall provide Superintendent with the same insurance benefits as set forth in the fringe benefit provisions authorized to Central Office Administrators, including medical, vision, dental insurance and long-term disability insurance. However, the District shall continue to pay the full cost of the Superintendent's medical insurance premium, until such time that the District is at risk of failing to comply with PA 152, in which event the District shall only contribute the applicable PA 152 hard cap amount towards the Superintendent's medical insurance premium cost, with the Superintendent paying for the balance. Additionally, such insurance benefits are subject to change at any time on the same basis as changed for full-time, professional administrative staff. Additionally, the School District shall contribute \$20 (Twenty dollars) per month toward a life insurance plan of the Superintendents choosing, this shall be

in addition to any death or disability insurance that may be provided in the central administrators' insurance coverage plans.

20. **LIABILITY INSURANCE** – The Superintendent shall be provided at School District expense, the same level of liability insurance coverage (basic and errors and omissions) as is, or may hereafter be provided to the Board of Education and its members in connection with the performance of her duties as Superintendent.

21. **INDEMNIFICATION/ HOLD HARMLESS** –To the extent permitted by law, for any action or non-action taken by the Superintendent, the District agrees that it shall defend, hold harmless and indemnify the Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Superintendent in her individual capacity as agent and employee of the District, provided the incident arose while the Superintendent was acting within the scope of her employment, such liability coverage is within the authority of the District to provide under state law, and does not result in a criminal conviction; it is further understood that in no case will individual Board members be considered personally liable for indemnifying the Superintendent against such demands, claims, suits, actions and legal proceedings. The Superintendent shall immediately notify the Board of any request for indemnification for any claim or action against her. The Board and the District have the right to conduct the defense of any such claim or action and the Superintendent shall fully cooperate with the Board and the District in the defense. The District may purchase liability insurance to cover its responsibilities set forth above. It is understood that the provisions above shall

remain applicable and in effect even after the Superintendent terminates her employment with the District.”

22. **TERMINATION OF CONTRACT** - In addition to any other rights the School District may have, by law or under this Contract, this Contract may be terminated at any time during its term by the School District if the Superintendent materially breaches any term of this contract or performs any act which substantially inhibits her ability to discharge her duties as Superintendent including but not limited to a) incompetence, b) immorality, c) intemperance, d) conviction of a felony, e) neglect of duty, f) unprofessional conduct, g) physical or mental incapacity. In such event, Superintendent shall be advised, in advance, of the Board of Education’s intention to consider effecting such a midterm termination and provided an opportunity for a hearing in regard to the prospect of such termination, which hearing may be open to the public or closed, at Superintendent’s option.

23. **ARBITRATION CLAUSE** - The Superintendent and the District agree that any and all claims arising from, or relating to, the Superintendent’s employment with the District or this Contract will be subject to final and binding arbitration according to the American Arbitration Association’s National Rules for the Resolution of Employment Disputes. The Superintendent and the District also agree that a judgment on the award of the arbitrator(s) may be entered in any court of competent jurisdiction. The Superintendent and the District acknowledge and agree this paragraph of this Contract precludes either from filing covered claims in court and, therefore, waive any otherwise available right to trial by jury.

The parties shall split the cost of arbitration and the parties stipulate that this provision is not an employer sponsored plan.

24. **LIMITATIONS ON ACTIONS** -- Notwithstanding the foregoing, any action or suit by the Superintendent concerning anything related to the employment relationship with the District shall be commenced within six (6) months of the occurrence of said alleged cause of action. The Superintendent hereby waives any statute of limitations granting a greater time to bring said claim. Any claim not commenced within six (6) months of the alleged cause of action shall be barred. For purposes of this subparagraph, the term “commenced” means “filing a summons and complaint with the court having jurisdiction or filing written complaint or charge with the appropriate administrative agency.”

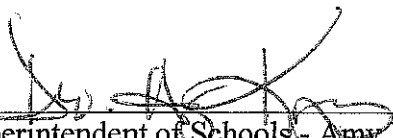
25. **NONRENEWAL OF CONTRACT** – As recited in Paragraph 1 herein, this Contract shall terminate on June 30, 2026. Superintendent acknowledges that she has no expectation of employment by the School District beyond that date. The decision whether to renew or not to renew the contractual relationship is solely within the discretion of the Board of Education for the School District and the process therefore is governed by Section M.C.L. 380.1229 of the Revised School Code. Superintendent shall inform the members of the Board of Education, in writing, no later than February 1, 2026, of their opportunity to provide timely notice of non-renewal of this Contract.

26. **TOTALITY OF TERMS** - This Contract is the parties’ entire agreement and supersedes any other agreement or understanding, verbal or written, and may not be modified or rescinded except by another written agreement signed by the

Superintendent and approved by the Board in compliance with the Open Meetings Act.

27. **GOVERNING LAW.** This Contract is governed by and shall be interpreted in accord with the laws of the State of Michigan.
28. **CONFLICT** - In the event of any conflict between the terms, conditions, and provisions of the Contract and any of the Board's policies or any permissive State or Federal law the terms of this Contract shall take precedence over the contrary provisions of Board policy or State and Federal permissive law, unless otherwise prohibited by law.
29. **SAVINGS CLAUSE** - If during the term of this contract, it is found that a specific clause of the contract is illegal under Federal or State law, the remainder of the Contract not affected by the ruling shall remain in force.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement the day and year first above written.




Superintendent of Schools - Amy Kruppe

5/23/2023

Date

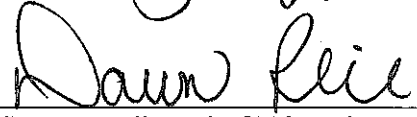
HAZEL PARK SCHOOL DISTRICT



President, Board of Education - Rick Nagy

5/23/2023

Date



Secretary, Board of Education - Dawn Rice

5/23/2023

Date

SUPERINTENDENT CONTRACT -- FIRST ADDENDUM

THIS ADDENDUM is made and entered into in Hazel Park, Oakland County, Michigan, by and between the School District of the City of Hazel Park, a Michigan general powers school district whose offices are located at 1620 E. Elza, Hazel Park Mi. 48030 (hereinafter the "School District"), and Amy Y. Kruppe (hereinafter "Superintendent").

The circumstances surrounding this Addendum are as follows.

The School District entered into an employment agreement with Dr. Amy Kruppe on October 19, 2022, with a beginning contract date of July 1, 2022, and expiring on June 30, 2026 (hereinafter the "Original Contract").

The parties hereby agree to this first contract addendum as follows:


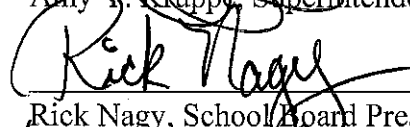
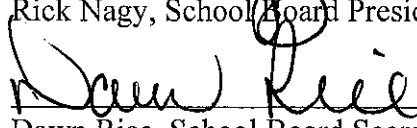
IT IS AGREED:

1. Section 1 of the Original Contract shall be amended so that the contract expiration date of June 30, 2026, shall be extended to a date of June 30, 2028, so that Section 1 of the parties' contract shall now provide as follows:

"1. EMPLOYMENT TERM - The School District hereby employs Superintendent and Superintendent agrees to work for the School District for a term commencing on July 1, 2023, and extending through June 30, 2028, unless otherwise terminated under the terms and conditions stated herein. Superintendent shall advise the Board of Education six (6) months in advance of her intention to terminate her employment within the term of this Contract as originally agreed to or as may be extended by later amendment. It is understood and agreed that Superintendent is employed in the capacity of Superintendent, as defined in the Michigan Revised School Code."

2. This Addendum contains all of the terms agreed to by the parties with respect to the modifications set forth above, and supersedes any conflicting provisions within the Original Contract; all other provisions of the Original Contract shall remain in full force.

The parties hereto have signed this Agreement as indicated below. This Addendum shall go into effect on July 1, 2023.

 _____ Amy Y. Kruppe, Superintendent	Date
 _____ Rick Nagy, School Board President	Date
 _____ Dawn Rice, School Board Secretary	Date

HAZEL PARK SCHOOL DISTRICT
SUPERINTENDENT'S CONTRACT OF EMPLOYMENT

THIS CONTRACT is made and entered into in Hazel Park, Oakland County, Michigan, by and between the School District of the City of Hazel Park, a Michigan general powers school district whose offices are located at 1620 E. Elza, Hazel Park Mi. 48030. (hereinafter the "School District"), and Amy Y. Kruppe, (hereinafter "Superintendent").

IT IS AGREED:

1. **EMPLOYMENT TERM** - The School District hereby employs Superintendent and Superintendent agrees to work for the School District for a term commencing on July 1, 2022, and extending through June 30, 2026, unless otherwise terminated under the terms and conditions stated herein. Superintendent shall advise the Board of Education six (6) months in advance of her intention to terminate her employment within the term of this Contract as originally agreed to or as may be extended by later amendment. It is understood and agreed that Superintendent is employed in the capacity of Superintendent, as defined in the Michigan Revised School Code.

2. **DUTIES** - The Superintendent agrees to devote her talents, skills, efforts and abilities toward competently and proficiently fulfilling all duties and responsibilities of the position assigned. The Superintendent agrees to faithfully perform those duties assigned by the Board of Education and to comply with the directives of the Board of Education with respect thereto. The Superintendent further agrees to comply with and fulfill all responsibilities and tasks required by state and federal law and regulations, and by the Board of Education, to carry out the educational programs and policies of the School District during the entire term of this Contract. The Superintendent agrees to devote substantially all of her business time,

attention and services to the diligent, faithful and competent discharge of her duties on behalf of the School District to enhance the operation of the School District and agrees to use her best efforts to maintain and improve the quality of the programs and services of the School District.

3. **SALARY** – The School District shall pay the Superintendent a salary of \$165,141 (One Hundred Sixty Five Thousand One Hundred Forty One Dollars) per annum, payable in biweekly equal installments. Superintendent’s salary may be adjusted as otherwise agreed by the Superintendent and the Board of Education.

4. **MERIT/PERFORMANCE-BASED PAY** – Consistent with and part of the requirements of legislation requiring that job performance be a significant factor in determining compensation and additional compensation, the Superintendent shall be eligible for merit/performance-based pay as follows. If the Board gives the Superintendent an overall performance rating of “Effective” on her final annual evaluation, then the merit pay shall be an amount equal to \$2,000 (Two Thousand Dollars); if the Board gives the Superintendent an overall performance rating of “Highly Effective” on her final evaluation, then the merit pay shall be an amount equal to \$4,000 (Four Thousand Dollars). Any such merit pay shall be paid no later than June of each fiscal year. The Board and the Superintendent will agree to establish up to three annual goals that will be included as a portion of the annual evaluation of the current approved evaluation tool; however, in the absence of agreement between the Board and the Superintendent, the Board will establish the goals. In the event that the Superintendent has received an overall performance rating of “Highly Effective” on three consecutive annual evaluations by the Board, and the Board decides to conduct the following evaluation biennially instead of annually, the Superintendent shall be deemed to have be rated “Highly Effective” for the skipped year in which no actual evaluation was conducted, and thus will be eligible to receive merit/performance-based in the amount of \$4,000 (Four Thousand Dollars) for that year.

5. **WORK YEAR** - Superintendent shall perform her duties over the full twelve (12) months of the School District's fiscal year (July 1 to June 30), less applicable vacation, leave, and holidays as defined in the District's calendar approved by the Board of Education. Superintendent shall be expected to attend meetings of the Board of Education and its committees and to attend and participate in School District functions or, on occasion, other civic activities having relation to the School District's interests within the community serviced by the School District. The time expended in attending such meetings and activities has been taken into account in setting the aforesaid salary and, thus, no additional compensation shall be forthcoming for such attendances.

6. **QUALIFICATIONS** – The Superintendent shall possess and maintain throughout the term of this Contract all certification(s), qualifications, and continuing education requirements required by the State of Michigan to serve as the District's Superintendent of Schools.

7. **TENURE** - It is expressly agreed that Superintendent shall not be deemed to be granted continuing tenure in her capacity as Superintendent or in any other administrative capacity by virtue of this Contract of Employment. Tenure may be obtained only in the capacity of a classroom teacher and consistent with the Teachers' Tenure Act.

8. **EVALUATION** – The Superintendent's performance shall be evaluated by the Board in accordance with section 1249b of the Revised School Code. If the Superintendent has been rated as "Highly Effective" on three consecutive annual evaluations by the Board, the Board may conduct the following evaluation biennially instead of annually. However, if the Superintendent is not rated as "Highly Effective" on one of the biennial evaluations, the Superintendent shall again be provided with annual evaluations. Such evaluation shall be in compliance with section 1249b of the Revised School Code, will include an assessment of: the progress toward the educational goals of the District, the working relationship between the Board and the Superintendent, and the Board's directions to the Superintendent.

The Board will grant a request by the Superintendent to meet to discuss her written evaluation in a manner consistent with the requirements of Michigan's Open Meetings Act. The Board of Education and the Superintendent shall meet annually prior to the beginning of the school year to discuss and determine performance standards for said year.

9. **CONFLICT OF INTEREST** - Superintendent shall faithfully serve the School District and be regardful of its interest during the term of this Contract, to the extent required by this Contract and by law. Superintendent shall not directly or indirectly acquire or otherwise possess any interest adverse to that of the School District. In the event that a question arises as to whether a given interest is in conflict with the interests of the School District, Superintendent shall make full disclosure of same to the Board of Education for its review and disposition, which disposition shall be controlling and complied with by Superintendent.

10. **OTHER WORK** - Superintendent may not undertake consultative work, speaking engagements, writing, lecturing or other professional duties and obligations when such activities would in any manner impinge upon time and effort required to be exerted by Superintendent in the discharge of her responsibilities under this Contract, unless the Board of Education gives its prior consent to such activities.

11. **EXPENSES** - Superintendent is encouraged to attend and participate in appropriate professional activities and conferences at the local, state and national levels. Subject to approval in advance of such activity or conference by the Board of Education, Superintendent shall be reimbursed, consistent with Board policy for the reasonable costs of long-distance travel and lodging in connection with such attendances and participations. Superintendent shall be reimbursed, consistent with Board policy for the reasonable costs incurred in attending and participating in local professional activities and conferences as she may deem to be appropriate on behalf of the School District. Superintendent may be required to provide to the School District an itemized account and substantiation of the above reimbursed

expenses in accordance with Board policy for federal and state income tax reporting purposes. The Board shall incur all reasonable expenses associated with Superintendent's district cell phone use.

12. **BUSINESS EXPENSES** - Superintendent shall receive \$400 (four hundred dollars) per month for school business related expenses including but not limited to the ownership, lease or operation of an automobile for the purpose of traveling to the various school buildings and facilities of the School District, as well as to attend out-of-district conferences and meetings in the course of her duties. The use or expenditure of the monthly stipend is entirely within Superintendents discretion.

13. **MEMBERSHIP DUES** - Subject to the Board of Education's prior approval, the School District shall pay the cost of Superintendent's membership in educational, professional and local civic organizations.

14. **BOARD MEETINGS** - Among her other duties, Superintendent shall prepare the agenda for each Board of Education meeting in consultation with the President of the Board or the President's delegate and forward same to each member of the Board of Education, along with her recommendations and supporting documentation on each agenda item, sufficiently in advance of the meeting so that each member can assimilate such information prior to the meeting.

15. **DISABILITY** - Should Superintendent be unable to perform the duties and obligations of this Contract by reason of illness, accident or other causes, and such disability exists for a period of more than one hundred eighty (180) calendar days, the Board of Education, at its option, may terminate this Contract, whereupon the respective rights, duties and obligations of the parties shall be terminated. Likewise, if it becomes determinable within the one hundred eighty (180) calendar days that such disability is permanent, irreparable or of such nature as to make the continued performance of Superintendent's duties improbable, the Board, at its option, may forthwith terminate this Contract, whereupon the respective rights, duties and obligations of the parties shall be terminated. This provision

shall not in any way derogate from any long term disability benefits that apply by operation of other provisions of this Contract.

16. **RETIREMENT** - The School District shall assume full costs of the employer contributions to the Michigan Public School Employees Retirement System (“MPSERS”) on behalf of Superintendent, as may be required by law.

17. **VACATION**- The Superintendent shall be annually entitled to twenty-five (25) days vacation, of which 2 weeks, (10 days) shall be taken during either Christmas, winter or spring vacation weeks. The Superintendent currently has 101 accumulated vacation days. The Board shall compensate the Superintendent for 35 of those accumulated vacation days no later than the end of November 2022. Next year, the Board shall compensate the Superintendent for any remaining vacation days above 35 no later than the end of September 2023. Thereafter, the Superintendent may only accumulate up to a maximum of 35 unused vacation days, and may elect for up to 10 of the unused vacation days to be placed in a Board-paid tax-sheltered annuity plan each year. Upon the Superintendents separation from employment with the School District the Board shall pay all unused accumulated vacation days at a per diem rate of (1/260th) of the Superintendents final annual salary. Separation from the district shall include death, incapacity, retirement or resignation.

18. **SICK LEAVE AND BEREAVEMENT** – The Superintendent shall be provided 12 sick days per year. These days can be rolled over into subsequent years without written School Board approval; however, the Superintendent shall receive no compensation, remuneration or pay out for any unused sick days at the end of Superintendents employment by the District. The School District shall provide Superintendent with the bereavement leave days as set forth in the fringe benefit provisions authorized to Central Office Administrators.

19. **INSURANCE** - The School District shall provide Superintendent with the same insurance benefits as set forth in the fringe benefit provisions authorized to Central Office Administrators, including medical, vision, dental insurance and long-term disability insurance. However, the District shall continue to pay the full cost of the Superintendent's medical insurance premium, until such time that the District is at risk of failing to comply with PA 152, in which event the District shall only contribute the applicable PA 152 hard cap amount towards the Superintendent's medical insurance premium cost, with the Superintendent paying for the balance. Additionally, such insurance benefits are subject to change at any time on the same basis as changed for full-time, professional administrative staff. Additionally, the School District shall contribute \$20 (Twenty dollars) per month toward a life insurance plan of the Superintendents choosing, this shall be in addition to any death or disability insurance that may be provided in the central administrators' insurance coverage plans.

20. **LIABILITY INSURANCE** – The Superintendent shall be provided at School District expense, the same level of liability insurance coverage (basic and errors and omissions) as is, or may hereafter be provided to the Board of Education and its members in connection with the performance of her duties as Superintendent.

21. **INDEMNIFICATION/ HOLD HARMLESS** –To the extent permitted by law, for any action or non-action taken by the Superintendent, the District agrees that it shall defend, hold harmless and indemnify the Superintendent from any and all demands, claims, suits, actions, and legal proceedings brought against the Superintendent in her individual capacity as agent and employee of the District, provided the incident arose while the Superintendent was acting within the scope of her employment, such liability coverage is within the authority of the District to provide under state law, and does not result in a criminal conviction; it is further understood that in no case will individual Board members be considered personally liable for indemnifying the Superintendent against such demands, claims, suits, actions and

legal proceedings. The Superintendent shall immediately notify the Board of any request for indemnification for any claim or action against her. The Board and the District have the right to conduct the defense of any such claim or action and the Superintendent shall fully cooperate with the Board and the District in the defense. The District may purchase liability insurance to cover its responsibilities set forth above. It is understood that the provisions above shall remain applicable and in effect even after the Superintendent terminates her employment with the District.”

22. **TERMINATION OF CONTRACT** - In addition to any other rights the School District may have, by law or under this Contract, this Contract may be terminated at any time during its term by the School District if the Superintendent materially breaches any term of this contract or performs any act which substantially inhibits her ability to discharge her duties as Superintendent including but not limited to a) incompetence, b) immorality, c) intemperance, d) conviction of a felony, e) neglect of duty, f) unprofessional conduct, g) physical or mental incapacity. In such event, Superintendent shall be advised, in advance, of the Board of Education’s intention to consider effecting such a midterm termination and provided an opportunity for a hearing in regard to the prospect of such termination, which hearing may be open to the public or closed, at Superintendent’s option.

23. **ARBITRATION CLAUSE** - The Superintendent and the District agree that any and all claims arising from, or relating to, the Superintendent’s employment with the District or this Contract will be subject to final and binding arbitration according to the American Arbitration Association’s National Rules for the Resolution of Employment Disputes. The Superintendent and the District also agree that a judgment on the award of the arbitrator(s) may be entered in any court of competent jurisdiction. The Superintendent and the District acknowledge and agree this paragraph of this Contract precludes either from filing covered claims in court and, therefore, waive any otherwise available right to trial by jury.

The parties shall split the cost of arbitration and the parties stipulate that this provision is not an employer sponsored plan.

24. **LIMITATIONS ON ACTIONS** -- Notwithstanding the foregoing, any action or suit by the Superintendent concerning anything related to the employment relationship with the District shall be commenced within six (6) months of the occurrence of said alleged cause of action. The Superintendent hereby waives any statute of limitations granting a greater time to bring said claim. Any claim not commenced within six (6) months of the alleged cause of action shall be barred. For purposes of this subparagraph, the term “commenced” means “filing a summons and complaint with the court having jurisdiction or filing written complaint or charge with the appropriate administrative agency.”

25. **NONRENEWAL OF CONTRACT** – As recited in Paragraph 1 herein, this Contract shall terminate on June 30, 2026. Superintendent acknowledges that she has no expectation of employment by the School District beyond that date. The decision whether to renew or not to renew the contractual relationship is solely within the discretion of the Board of Education for the School District and the process therefore is governed by Section M.C.L. 380.1229 of the Revised School Code. Superintendent shall inform the members of the Board of Education, in writing, no later than February 1, 2026, of their opportunity to provide timely notice of non-renewal of this Contract.

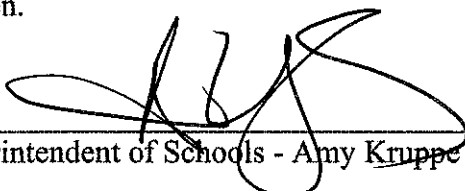
26. **TOTALITY OF TERMS** - This Contract is the parties’ entire agreement and supersedes any other agreement or understanding, verbal or written, and may not be modified or rescinded except by another written agreement signed by the Superintendent and approved by the Board in compliance with the Open Meetings Act.

27. **GOVERNING LAW**. This Contract is governed by and shall be interpreted in accord with the laws of the State of Michigan.

28. **CONFLICT** - In the event of any conflict between the terms, conditions, and provisions of the Contract and any of the Board's policies or any permissive State or Federal law the terms of this Contract shall take precedence over the contrary provisions of Board policy or State and Federal permissive law, unless otherwise prohibited by law.

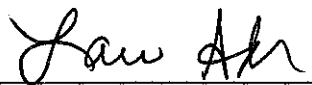
29. **SAVINGS CLAUSE** - If during the term of this contract, it is found that a specific clause of the contract is illegal under Federal or State law, the remainder of the Contract not affected by the ruling shall remain in force.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement the day and year first above written.

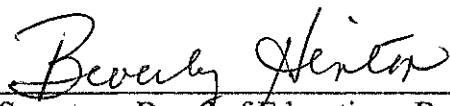


Superintendent of Schools - Amy Kruppe Date

HAZEL PARK SCHOOL DISTRICT



President, Board of Education - Laura Adkins Date 10-19-22



Secretary, Board of Education - Beverly Hinton Date 10-19-22



Ford Administration
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5200 | F: 248-544-5443
www.hazelparkschools.org

June 5, 2024

America First Policy Institute
Attn: cmushegan@americafirstpolicy.com
1635 Rogers Rd.
Fort Worth Texas, 76107

Good morning,

This written notice is a response to your May 16, 2024 email requesting records under the Freedom of Information Act. Good morning,

The technical department director has advised me that it will take at least 6 hours of his time to aggregate the requested information, which is \$50/hour for a sub total of \$300 of his time. Further, the information would need to be redacted for any privileged or personally identifiable information and/or educational records content, at an additional cost of 4 hours at \$50/hour for a sub total of \$200.

Since the total cost is estimated to be \$500.00, we are demanding a \$250 deposit before we begin the data collection process. If the deposit is not received, then the request shall be considered abandoned.

Please contact me at james.paterson@myhpsd.org or (248) 658-5225 if you would have any questions regarding this FOIA request.

Respectfully,

James Paterson
District Counsel
FOIA Coordinator

By: Email
Cc: Jamie Buczko



HAZEL PARK
SCHOOLS

Requestor Company: America First Policy Institute

Date: 5/15/2024

Email: Cmushegan@americafirstpolicy.com

Address: 1635 Rogers Rd. Fort Worth, Texas 76107

From Sept. 1, 2022, to May 2023, all emails either sent from or received by the Superintendent, any Asst. Superintendents, and/or any principals (not including asst. principals) including the word(s): “Transgender,” “gender identity,” “pronouns,” “sexual orientation,” “gender-fluid,” or “queer,” “gay-straight alliance,” or “GSA”

In fulfilling this request, do not provide communications where the only use of the word “pronoun” comes from an individual’s signature line.

Additional Information:

The records requested are all in digital format already. We are requesting the records as digital files to be sent via email, so there should be no copying or postage fees.

We are requesting a fee-exemption under MCL § 15.234(2) “A search for a public record may be conducted or copies of public records may be furnished without charge or at a reduced charge if the public body determines that a waiver or reduction of the fee is in the public interest because searching for or furnishing copies of the public record can be considered **as primarily benefiting the general public.**” The purpose for which these records is requested will be to educate the public on matters of general public concern.

Insofar as other statutory fees or costs may apply for the search and production of the records sought herein, I hereby authorize such costs up to a value of \$25.00. For any costs estimated or assessed that exceed \$25.00, I request that the relevant custodian or officer first contact me and seek my consent before such costs in excess of \$25.00 accrue.



**HAZEL PARK
SCHOOLS**

May 30, 2024

Frank Curry
PO Box 355
Ashland PA, 17921

Dear Mr. Curry,

Please find enclosed a copy of the conservative estimates of the costs that would be incurred to satisfy your original FOIA request dated May 25, 2024.

Itemized Breakdown of Costs for Fee Estimates

1. "Please provide a copies of Advantage Alternative Program – Hazel Park bills for Phone Service, Cell Phone Service, & Internet Service from November 2023 to May 2024 (or last bill received if monthly doesn't exist). If a single document with the requested information doesn't exist, please provide multiple documents that collectively cover the requested information."

Technical staff time to search - 3 hours @ \$30/hour	=	\$90.00
Business office staff time to research – 4 hours @ \$30/hour	=	\$120.00
Redaction of records – 1 hour @ \$45/hour	=	\$45.00
TOTAL	=	\$255.00

The estimated fee for locating, reviewing, and sending the information for each request is \$255.00 We are requesting a deposit of \$127.50 for this request, the deposit money must be mailed to:

Hazel Park Schools
Attn: FOIA Coordinator
1620 E. Elza
Hazel Park MI, 48030

Once the deposit is received, we will require a minimum of ten business days to locate the information you are requesting.

If the deposit is not received within 45 days from receipt by the requesting person of the notice that a deposit is required, and if the requesting person has not filed an appeal of the deposit amount, the request shall be considered abandoned by the requesting person and the public body is no longer required to fulfill the request. Notice of a deposit requirement under subsection (8) or (11) is considered received 3 days after it is sent, regardless of the means of transmission. Notice of a deposit requirement under subsection (8) or (11) must include notice of the date by which the deposit must be received, which date is 48 days after the date the notice is sent.





**HAZEL PARK
SCHOOLS**

The request shall be considered abandoned and the request will not be fulfilled. If the good faith deposits are not received, your requests will be considered denied

Please reach out if you have any questions or concerns.

Respectfully,

Hazel Park Schools FOIA Coordinator

By: Email





FOIA BUDDY

Michigan

Standard Michigan Public Records Request Form

Good communication is vital in the open records process. Complete this form thoroughly and retain a copy; it is required should an appeal be necessary.

AGENCY NAME OF REQUEST: _____ (Attn: AORO)

Date of Request: _____ Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Name: _____ Company (if applicable): _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Email: _____

Telephone: _____ Fax: _____

How do you prefer to be contacted if the agency has questions? Telephone Email U.S. Mail

RECORDS REQUESTED: Pursuant to **Michigan Freedom of Information Act § 15.231 et s eq.**, I request the opportunity to inspect or obtain copies of public records related to:

- DO YOU WANT COPIES?** Yes, electronic copies preferred if available
 Yes, printed copies preferred
 No, in-person inspection of records preferred (*may request copies later*)

Do you want certified copies? Yes (*may be subject to additional costs*) No

In the event of a charge, I also seek a waiver of all fees based on the public interest nature of the requested information. Kindly respond within the required **5 days**. If access to the requested records is delayed, please inform me of the anticipated timeline for copies or inspection.

In the event of a denial, please specify each exemption justifying the refusal and outline the appeal procedures available under the law.

NOTE: In most cases, a completed open records request form is a public record.

More information about open records request is available at <https://foiabuddy.com>

Form updated May 11, 2024



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: Student Discipline
Date: June 10, 2024

We are presenting this information as part of the expulsion process in accordance with the policy 5610:
The Superintendent will exercise discretion over whether or not to suspend or expel a student for persistent disobedience or gross misconduct. In exercising that discretion for a suspension of more than ten (10) days or expulsion, there is a rebuttable presumption that a suspension or expulsion is not justified unless the Superintendent can demonstrate that it considered each of the factors listed above. For a suspension of ten (10) days or fewer, there is no rebuttable presumption, but the Superintendent will still consider these factors in making the determination.

Students are afforded due process per policy 5610:
The Board recognizes exclusion from the educational programs of the District, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and is one that cannot be imposed without appropriate due process, since exclusion deprives a child of the right to an education. The Board also recognizes that it may be necessary for a teacher to remove a student from class for conduct disruptive to the learning environment, and that such removals are not subject to a prior hearing, provided the removal is for a period of less than twenty-four (24) hours.

Per the policy Student 2023027 and Student 2023028 have been recommended for expulsion and as outlined in the letters have been provided with further required documentation to petition for reinstatement back into the school.

Funding Source: Not Applicable

Strategic Goal Alignment:

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

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

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
Subject: LEO 2.0 Quarterly Update
Date: 6/17/24

As outlined in the Fall, Hazel Park School District had the opportunity to participate in the LEO (Literacy Essentials Oakland) 2.0 program for the 2023-2024 school year. In addition to funding for one of our literacy coaches, this partnership provides ongoing training and coaching for the LEO and state-funded instructional coaches along with the full Literacy Leadership Team (LLT). The LLT also participates in the Cultivating Continuous Improvement (CCI) series, a data-driven professional learning series designed for district Literacy Leadership Teams. The information below provides a summary of the CCI series, the outcomes, and growth opportunities.

Oakland Schools has confirmed Hazel Park's continuation with the LEO project for the 2024-2025 school year which includes funding in the amount of 125,000 for the salary and benefits of one instructional coaching position.

Cultivating Continuous Improvement (CCI) Series 2023-2024

The cultivating leadership capacity (CLC) series required the Literacy Leadership Team (LLT) to analyze the current status and take action on the three essential conditions for change: systems, leadership, and coaching. These conditions are the foundation for impacting staff capacity and student outcomes. This year, districts were allowed to expand their team and focus on both literacy and math. The Hazel Park Literacy Leadership Team focused on the following areas:

- Systems
- Leadership
- Coaching

Through our involvement with LEO and the CCI series we have achieved several goals:

Goal	Outcome
Phonemic Awareness	Positive trends in student growth as well as teachers' understanding of best practices in phonemic awareness instruction
Number Talks/ Procedural Fluency	Development of a coherent implementation plan to provide targeted coaching on number talks to build procedural fluency
Disciplinary Literacy	Professional development on disciplinary Literacy through LEO; Secondary leaders and coaches participated in the Disciplinary Literacy Cohort; Initial disciplinary literacy plans for the 24-25 school year have been developed
Instructional Coaching	Examination of the instructional coaching model, current systems, processes, and





Model	procedures, and the impact of coaching on student outcomes
Tier One Core Instruction	Administrator and instructional coach classroom observations focused on Tier 1 core instruction; data gathered informs professional learning and the focus on instructional coaching
K-5 Grade Level Data Meetings	Data-driven decision-making to improve instructional outcomes and implementation of the district curriculum.

Funding Source: Not Applicable

Strategic Goal Alignment:

- Curriculum & Instruction: Hazel Park Schools will develop innovative, independent, and persistent learners who think critically, communicate effectively, and positively influence the local and global community.
- Climate and Culture: The Hazel Park School District will provide a unified system of support for all students, embracing diversity, and fostering a positive school climate.