



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

Agenda

Committee of the Whole Meeting

Ford Administration Building
1620 E Elza Avenue
Hazel Park, MI 48030
August 12, 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

APPROVAL OF THE AGENDA (ACTION ITEM)

PUBLIC COMMENT

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

CLOSED SESSION

A. Motion to recess into closed session (c) for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement pursuant to Section 8(c) of the Open Meetings Act.

NEW BUSINESS

A. PERSONNEL

1) Teamsters Union Contract 4

B. POLICY

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C. BUILDINGS & GROUNDS

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7) Seclusion & Restraint Reduction Plan	408

REQUESTS FOR FUTURE AGENDA ITEMS**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.

ADJOURNMENT

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

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

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



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To: Dr. Amy Kruppe, Superintendent
From: Kristy Cales, Director of Human Resources
Subject: Teamsters Contract (Secretary Group)
Date: August 6, 2024

We are seeking the approval of the newly negotiated Teamster Contract. This is a one year contract. The following are highlighted changes:

- 5% increase on salary schedule and addition of step 6
- Changed Webster secretary to a 12 month position to coincide with the building administrator
- Group now works a full 8 hour day/40 hours week
- Other minor language changes to comply with current statutes

Strategic Goal Alignment -

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

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

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

Funding Source: General Fund and Center Fund

Recommendation :

That the Board of Education approve the collective bargaining agreement for the Teamsters Union Group, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



AGREEMENT

between the

HAZEL PARK SCHOOL DISTRICT

1620 E. Elza Ave.
Hazel Park, MI 48030

and the

**TEAMSTERS STATE, COUNTY AND MUNICIPAL WORKERS
LOCAL 214
2825 Trumbull Avenue
Detroit, MI 48216**

SECRETARIAL/CLERICAL
BARGAINING UNIT

July 1, 2024 – June 30, 2025

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AGREEMENT

This AGREEMENT entered into on _____, 2024, by and between the Board of Education of the School District of the City of Hazel Park, Oakland County, Michigan, hereinafter called the Board, and **Teamsters, State, Local and Municipal Workers, Local 214**, hereinafter called the Union.

PREAMBLE

The Union recognizes that the Board, under law, has the final responsibility for establishing policies for the district and administering the operation of the schools in the said district, and

WHEREAS, the Board recognizes the skills and expertness of the employees and view their contribution to educational matters as a mutual concern, and

WHEREAS, ACT 379, Public Acts of 1965, presently authorizes public employees and public employers to enter into collectively negotiated agreements concerning rates of pay, hours of employment, and other conditions of employment of such public employees, and

WHEREAS, extensive professional negotiations between the representatives of the parties have resulted in certain understandings between the Board and the Union, and

WHEREAS, the Board and the Union desire to incorporate such understandings into a written collective negotiations agreement in the belief that such action is in the best interest of the residents of the School District of the City of Hazel Park, the students attending school therein and the personnel represented by the Union;

NOW, THEREFORE, in consideration of the following mutual covenants, the Board and the Union hereby agree as follows:

ARTICLE I

RECOGNITION

- A. The Board hereby recognizes **Teamsters Local 214** as the exclusive bargaining representative as defined in Section II of Act 379, Public Acts of 1965, for all educational secretaries and all non-supervisory personnel engaged in secretarial and clerical work (10 month, or 12 month Class I, Class IA, Class II and Class III), as described in Schedule B and all other present and future personnel coming within the bargaining unit as established by the State Labor Mediation Board's decision of January, 1966, but excluding secretaries to the Superintendent, Deputy Superintendent and Assistant Superintendent, all supervisory employees, and all other employees of the employer. All personnel represented by the Union in the above defined bargaining unit shall, unless otherwise indicated, hereinafter be referred to as Employees.
- B. The Board agrees not to negotiate with any educational secretaries' organization other than the Union for the duration of this Agreement.

ARTICLE II

UNIT MEMBER RIGHTS

- A. **Injury to students** - When the principal is out of the building and a student is injured during school hours and requires basic first aid treatment, employee the employee may be required to administer basic first aid. If circumstances dictate that an employee perform first aid, they shall be provided the proper equipment consistent with the level of training provided by the Board.
- B. In the event the employee has a reasonable belief that the student's injury requires emergency treatment the employee will call 911, then inform the Superintendent, building principal, assistant principal, school nurse or certified teacher who has been designated by the principal to act in their absence. If no responsible, certificated person is available within the building, contact Superintendent's Secretary at Central Office.
- C. The school emergency card shall be used to further determine other medical procedural guides and references. The Board of Education will support the employee in any effort directed at initiating a reasonable course of emergency procedural action.
- D. **Loss of school property** - Employees shall not be held responsible for loss of school property or student property, either within the school or while on official school business, unless the Board or its designee proves the employee has been negligent.
- E. Notwithstanding their employment, employees shall be entitled to full rights of citizenship and no religious or political activities of any employee or the lack thereof shall be

grounds for any discipline or discrimination with respect to the employment of such employee.

F. The provisions of this Agreement and the wages, hours, terms and conditions of employment shall be applied without regard to race, creed, religion, color, national origin, age, sex, or marital status or membership in or association with the activities of any employee organization.

G. No polygraph or lie detector device shall be used in any investigation of any employee.

H. If any provision of this Agreement, or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

I. During the term of this Agreement, the Board of Education will provide liability insurance protection for all employees in the amount of one million dollars (\$1,000,000.00).

J. If fingerprinting or background checks are necessary or mandatory, the cost will be paid by the Employer.

ARTICLE III

UNION RIGHTS

A. Pursuant of Act 379 of the Public Acts of 1965, the Board hereby agrees that every employee of the Board shall have the right freely to organize, join and support the Union for the purpose of engaging in collective bargaining or negotiation and other concerted activities for mutual aid and protection. As a duly elected body exercising governmental power under code of law of the State of Michigan, the Board undertakes and agrees that it will not directly or indirectly discourage or deprive or coerce any employee in the enjoyment of any rights conferred by said Act 379, or other laws of Michigan, or the Constitution of Michigan and the United States; that it will not discriminate against any employee with respect to hours, wages, or any terms or conditions of employment by reason of their membership in the Union or collective professional negotiations with the Board, or their institution of any grievance, complaint or proceeding under this Agreement, or otherwise with respect to any terms or conditions of employment.

B. The Board specifically recognizes the right of its employees to appropriately invoke the assistance of the State Labor Mediation Board, or a mediator from such public agency, or an arbitrator appointed pursuant to the provisions of the Agreement, and the Board agrees to be bound by any lawful order or award thereof.

C. **Union Security Clause** - Over the life of the contract. If there is a change in the law so that the following is enforceable in whole or in part, then the following provision shall govern the employees covered by this Agreement to the full extent that it is enforceable:

It is agreed that **Membership in the Union is not compulsory. All employees have the right to join, not join, maintain or drop their membership in the Union. Neither party shall exert any pressure on or discriminate against any employee as regards such matters.** All present and future employees covered by this Agreement shall become members of the Union after the thirtieth (30th) day following the beginning of their employment.

The Board agrees to deduct from the pay of any employee all dues of the Union and pay such amount to the Union; provided however, that the Union presents to the Board authorization signed by such employees, allowing such deductions and payments to the Union. The amount of dues will be certified to the Board by the Secretary-Treasurer of the Union no more than once a year.

D. Members of the Negotiations Committee engaged during the working day in negotiating on behalf of the Union with any representative of the Board or participating in any grievance negotiation, including arbitration, shall be released from regular duties without loss of salary.

E. The Union and its members shall have the right to use school building facilities for meetings. All such meetings shall be approved and scheduled through the Office of the Superintendent.

F. The Board agrees to furnish to the Union, in response to reasonable requests, all available information concerning the financial resources of the district, tentative budgetary requirements and allocations, and such other information as will assist the Union in developing intelligent, accurate, informed and constructive programs on behalf of the employees, together with information, not subject to the Privacy Act, or other laws or statutes prohibiting dissemination of private materials or information, which may be necessary for the Union to process any grievance or complaint.

G. The Union shall be provided up to twenty (20) days annually for their collective use for Union business, including attendance at conferences and workshops sponsored by the Union or affiliated organizations. Time spent on Union business during the employee's workday shall be reported to the employee's immediate supervisor. Notification to the supervisor shall include a brief general description of the nature of the Union business.

H. Supervisors or secretaries not covered by this Agreement shall not displace employees covered by this Agreement by performing work normally performed by such employees.

I. Special Conferences

1. Special conferences for important matters may be arranged between the Union Representative and the Superintendent or his designated Representative upon the request of either party. Such meetings shall be between at least two (2), but not more than three (3) representatives of the Administration, and at least two (2), but not more than three (3) representatives of the Union.

2. Arrangements for such special conferences shall be made in advance. An agenda of the matters to be taken up at the meeting shall be presented by the requesting party at the time the conference is requested.

ARTICLE IV

BOARD RIGHTS

A. The Union recognizes the prerogative of the Board of Education to operate and manage its affairs in all respects in accordance with the law.

B. Except as specifically set forth in this Agreement, the Board retains the right of selection and direction of the working forces, including the right to hire, suspend or discharge for just cause, assign, promote or transfer, provided they do not conflict with the terms of this Agreement. The Union shall have the right to grieve on the interpretation and application of the provisions which are specifically covered in the Master Contract.

C. If any of the above referenced Board Rights conflict with other Articles and Sections of the Master Agreement, then those Articles and/or Sections shall supersede the above referenced Board Rights.

ARTICLE V

COMPENSATION

A. The salaries of employees covered by this Agreement are set forth in Schedule A which is attached to, and incorporated in the Agreement. Such salary schedules shall remain in effect during the term of this Agreement.

B. Any permanent employee regularly employed on a continuing basis, but not on a 52-week basis, shall be compensated on a prorated rate of pay.

C. Overtime worked in excess of eight (8) hours in any one (1) day or on Saturday shall be paid for at one and one-half times (1-1/2X) the regular rate. Overtime shall be defined as

time worked in excess of fifteen (15) minutes in any one (1) day. Overtime consideration shall be awarded such work periods that have been approved by the Superintendent or designee.

D. **Longevity** will be paid according to the following schedule. Employees will become eligible if they meet years-of-service requirements by December 31st of the current year. The longevity hourly amount will be added to the employee's current contract based on scheduled hours. **Paid out at straight time hours work, each pay period.**

	7/01/2024 — 6/30/2025	
25 Years	\$1.90	\$2.00
20 Years	\$1.75	
15 Years	\$1.48	\$1.50
10 Years	\$1.23	\$1.25
6 Years	\$.62	\$0.75
Three year freeze		

SCHEDULE A

Salary Schedule: Refer to Schedule A.

ARTICLE VI

HOURS OF WORK

A. The working day shall consist of eight (eight) hours: forty (40) hours per week - Monday through Friday.

B. During the summer vacation, Christmas/New Year break, Easter break, and the mid-winter break, the working day shall begin at 7:30 a.m. and end at 4 p.m., with one-half (1/2) hour unpaid lunch period. In the summer vacation period, the District may elect to move for one or more weeks to a four (4) day work week of ten (10) hours per day, in which case the work day shall start at 7 a.m. and end at 5 p.m., with a paid thirty (30) minute lunch and a paid break period of 15 minutes. Accommodations to this summer work schedule due to individual employee needs may occur through the agreement of the employee and the Director of Human Resources.

C. During the school year, the work day starts at 7:30 a.m., and ends at 4:00 p.m. The times may be adjusted to reflect the best interests of the employee and the District. The Superintendent must approve the adjustment prior to the effective date.

Two Exceptions to the work hours are as follows:

Athletic Director Secretary: 10:00 a.m. to 6:30 p.m. (while athletics are underway)

High School Principal Secretary: 7:00 a.m. to 3:30.

D. Ten-month Union members working in the regular K-12 program will come back five (5) work days before the start of the school year. **However, each 10- month employee may be requested to report to school up to an additional five (5) work days before the school year, if the Administrator or Principal that the secretary reports to believes that there is an operational need for that department or building which shall be discussed with the employee, and which additional work days are understood to be voluntary and not mandatory. The ten (10) month employees term ends after a full week when school is out.**

E. The Board recognizes the principle of a standard forty (40) hour paid work week and will set work schedules and make work assignments which can reasonably be completed within such standard work week.

F. Under no circumstances shall an employee be requested to work more than fifty (50) hours in any one (1) week.

G. All employees shall be entitled to a duty-free, uninterrupted lunch period of thirty (30) , unless the District elects to move to four 10-hour days for one or more weeks during the summer vacation period, in which case all employees shall be entitled to a thirty (30) minute paid lunch.

H. Employees will be provided a fifteen (15) minute only relief time in the morning and in the afternoon during the regular forty (40) hours work week. During periods of summer scheduled hours, employees will receive the morning fifteen (15) minute relief period only.

I. The lunch period will be generally scheduled about midpoint between the start of the workday and the end of the workday. The first relief time will generally be scheduled about midpoint between the start of the workday and the lunch break. The second relief time will generally be scheduled about midpoint between the lunch break and the end of the workday. Minor variations to accommodate scheduling problems are acceptable.

ARTICLE VII

WORK LOADS AND ASSIGNMENTS

A. When additional help is necessary, the employee shall receive, upon written request to the supervisor, to the extent possible, the service of trained personnel to assist them.

B. Employees shall have the prerogative of requesting a meeting with their direct administrator and the superintendent or their designee in the event that instance of training becomes difficult or burdening.

C. Employees shall have the prerogative of requesting a meeting with their direct administrator and the superintendent or their designee if they feel that excessive requests are made to assume the duties of teacher, supervisor, custodian, etc., in emergency situations.

E. .

ARTICLE VIII

VACANCIES, PROMOTIONS AND TRANSFERS

A. Whenever any vacancy or other special opportunity in any secretarial or clerical position in the district shall occur, the Board shall notify the employees in writing of the duties, qualifications, hours, and whether it is a ten (10) or twelve (12) month position at least ten (10) days prior to the position being filled. No vacancy shall be filled, except in case of emergency, and then on a temporary basis and not to exceed sixty (60) days, until such notice has been given.

B. Any qualified bargaining unit employee may apply for a vacancy. In filling vacancies, the Board agrees to give due weight to the background, attainments and skills of all applicants, the length of time each has been in the bargaining unit and other relevant factors. An applicant with less seniority shall not be awarded such position unless their qualifications shall be more than marginally superior to applicants with greater seniority. Seniority for the purposes of this Agreement shall mean continuous employment within the bargaining unit. Persons accepting such promotions shall be allowed a probationary period of sixty (60) days. Notices of bid awards will be distributed from the Office of the Superintendent immediately after determination of assignment. All persons from the bargaining unit who bid on an advertised opening will receive acknowledgment of application.

C. Administrators in charge shall be required to file a written progress report at the close of thirty (30) calendar days, followed by a second report at the end of sixty (60) calendar days, containing a recommendation as to whether to retain or return the employee to their previous position.

D. No temporary employee shall be kept on a temporary basis longer than sixty (60) days, except in cases of extenuating circumstances. All jobs must be filled with permanent employees.

E. Since the frequent transfer of employees from one school to another is disruptive of effective administration and interferes with optimum employee performance, the parties agree that unrequested transfers of employees are to be minimized and avoided whenever possible.

F. The Board recognizes that it is desirable to take into consideration the interests and aspirations of its employees with respect to position assignments. In order to accomplish this,

written request may be made for transfers giving the reason for transfer, the school requested and personal qualifications.

Such requests may be submitted through the H.R. Department, if desired, or may be made directly to the Superintendent. If it is desired that the requests be kept active, they shall be renewed annually. Insofar as practicable, all vacancies shall be filled by promotions or transfers within the group. All employees are encouraged to train and prepare for promotional opportunities.

G. Transfer notices to all employees will be by letter and in the event of yearend transfers will be distributed no later than four (4) weeks prior to the closing of the school year.

I. Any employee who shall be transferred to a supervisory or executive position on a probationary period and shall later return to a employee status, shall be entitled to retain such rights as they may have had under this Agreement prior to such transfer to supervisory or executive status.

J. Testing

1. A test will be required if a member of the bargaining unit applies for a position which would move them from one classification to another, or in the event the employee wishes to change to a new position. The test will be skills based to measure experience or aptitude for the new position.

2. When a job is posted, it will state if a test is required.

3. The administrator in charge of the posted position will be involved in the selection, but not necessarily the final award of the position.

K. When a employee's job classification is changed, the employee's pay step will not be reduced. This will apply to all situations including classification changes where the employee's pay level increases or decreases.

ARTICLE IX

LAYOFF/RECALL

A. In any necessary bargaining unit staff reduction, a employee with greater seniority shall be retained over a employee with a lesser seniority. Any employee whose services are so terminated shall be notified by letter at least four (4) weeks in advance of the layoff.

B. When employees whose services have been so terminated are to be reemployed, those having the greatest seniority shall be recalled first.

C. If ties in seniority are encountered, for the purposes of layoff and recall, the most senior shall be determined by lottery.

D. In the event a full-time employee is laid off or their position is eliminated, they may bump the least senior full-time employee in the bargaining unit in order to avoid layoff. This least senior full-time employee may then bump any part-time employee, if such a position exists, and the full-time employee has more seniority. The part-time employee would then be laid off.

If a employee is transferred under this paragraph and the pay rate is lower than the position eliminated, the transferred employee will continue to be paid at the pay level of the eliminated position for a maximum of two (2) years. To continue to receive this higher pay, the employee must apply for openings in the bargaining unit that are at the same pay level, same work schedule, and same work year as the eliminated position.

ARTICLE X

SENIORITY

A. A newly hired employee, or an employee upon entry into the bargaining unit, shall be on a probationary status for sixty (60) calendar days taken from and including the first day of employment. If at any time prior to the completion of the sixty (60) calendar day probationary period the employee's work performance is unsatisfactory, they may be dismissed by the Board during this period without appeal by the Union. Probationary employees who are absent during the first sixty (60) calendar days of employment shall work additional days equal to the number of days absent, and such employee shall not have completed his probationary period until these additional days have been worked.

B. Upon satisfactory completion of the probationary period, the employee's seniority date shall be the date of hire.

C. An employee will lose their seniority for the following reasons:

1. They resign from a classification covered by this Agreement.

2. They are discharged for cause and not reinstated through the Grievance Procedure.

3. Upon normal retirement.

D. , A current seniority list shall be **provided** to the Union, **in accordance with PA 336 Section 11A.**

E. Effective July 1, 1999, upon approval of any Board approved Leave of Absence, seniority will accrue for the first twelve (12) months and thereafter will be frozen until such time as the employee returns to work.

ARTICLE XI

DISCIPLINE, DISCHARGE AND DEMOTIONS

A. Discharge or demotion of any employee shall be made only for a reasonable and just cause. Reasons for discharge or demotion shall be submitted, in writing, to the person involved and to Union Representative.

B. In the event any employee shall be discharged or demoted from employment and believes they have been unjustly dealt with, such discharge or demotion shall constitute a case to be handled in accordance with the grievance procedures as set forth in this Agreement.

C. As a result of the pursuit of a grievance procedure determination, should it be decided that an injustice has been done in regard to the employee's discharge or demotion, the Board agrees to reinstate them and pay them for all time lost and purge all files of any documents or memoranda that reference the actual discharge or demotion. This does not include data that leads to the action of discharge or demotion.

D. Any official complaint directed toward a employee shall be submitted, in written form, by the administrator in charge to the attention of the employee. A copy of such a communication shall be forwarded to the Union Representative as well.

E. No employee shall be disciplined, reprimanded, reduced in rank or compensation or deprived of any advantage without just cause. Any such discipline, reprimand or reduction in rank, compensation or advantage asserted by the Board or any agent or representative thereof shall be subject to the grievance procedure hereinafter set forth.

ARTICLE XII

SICK LEAVE AND OTHER ABSENCE PAY

A. All employees absent from duty due to personal illness or any other approved reason shall be allowed full pay as follows:

1. All 10-month employees will be allowed a total of ten (10) days each year without loss of salary.

All 12-month employees will be allowed a total of twelve (12) days each year without loss of salary.

Employees not working a 10-month or 12-month year shall have their days prorated to the nearest day based on the days to be worked divided by the days in a 12-month year. This applies to employees with adjusted schedules and employees starting after the normal start of the school year or ending employment prior to the normal end of the school year.

2. The entire allowance may be used for personal illness, quarantine, immediate family illness or tragedy.

3. In the instances of death, the member may:

- a. use their entire sick bank upon the death of a spouse, child, stepchild, parent, step-parent, grandparent, brother, sister, grandchild or person residing in the member's house at the time of death.
- b. use up to three (3) days upon the death of an aunt, uncle, niece, nephew, in-law or person that has appointed the member an executor of their estate.
- c. use up to one (1) day upon the death of a friend or neighbor.
- d. be granted additional days for 3(b) and 3(c) at the discretion of the Superintendent or his designee.

4. Not more than two (2) of the total number may be used for personal business; such leave to be granted upon written request from the employee to the Superintendent before the absence, if possible. In the event of an emergency, personal business days may be approved after the absence of the employee. At the end of each year, the unused portion of sick days shall become accumulative and shall add, without limitation, to any such previous accumulation.

5. An absence, other than illness, on the day before or after a vacation or holiday will be subject to the approval of the Superintendent. Medical documentation by the employee may be requested by the Administration. This provision only applies to 12-month employees.

B. Religious Holidays

Religious holidays shall be approved in advance by the Superintendent and shall be treated as a deduction from sick leave.

C. Non-Chargeable Absences

1. Jury Duty

In the event that a employee must perform jury duty, they shall be paid the difference between jury duty pay and their regular pay scale.

2. **Conference and/or Convention**

All employees shall be entitled to a minimum of one-day attendance at such activities as administratively approved conferences, institutes, and/or conventions. Any additional days off shall be mutually agreed upon by the parties of the contract.

3. **Severe Weather Conditions**

If schools are closed because of severe weather conditions, employees will be released if administrative personnel are released due to that condition.

ARTICLE XIII

LEAVES OF ABSENCE

A. Personal Illness Leave

Any employee whose personal illness extends beyond the period compensated under Article XI shall be granted a leave of absence without pay for such time as it is necessary for complete recovery from such illness. After a personal illness leave of absence, the employee must provide the Superintendent or their designee a signed doctor's statement indicating the employee may return to their previous duties without any restrictions.

B. Educational Leave

Leaves of absence without pay shall be granted upon written application to and approval of the Superintendent and the Board of Education for the purpose of further education study. The regular salary increment occurring during such period shall be allowed.

C. Child Care Leave

A child care leave shall be for a period of one (1) year and, upon written request, may be granted an additional year at the discretion of the Board of Education. The employee shall file a written notice of intent to return thirty (30) calendar days prior to the expiration of their leave, accompanied by a statement from their physician certifying their fitness to return to duty.

D. Military Leave

Military leaves of absence shall be granted to any employee who shall be inducted or shall enlist for military duty in any branch of the Armed Forces of the United States. A employee on military leave shall be given the benefits of any increment and sick leave allowance which would have been credited to them had they remained in active service in the school system.

E. Family Leave

The Board will allow a family leave that shall be for no more than five (5) years. Employees on family leave are responsible for annual notice to the Board by March 1, indicating their desire to remain on leave for the following year. Failure to comply with this notice shall be deemed valid grounds for leave termination.

Family leave will be granted only once to any employee.

Employee will be moved back one (1) year on the salary schedule for each year on family leave, not to exceed more than one-half (1/2) of their previously earned steps. This salary reduction may be waived if the employee's previous absence is less than one-third (1/3) of their total allotment.

F. To be eligible for leave of absence, the employee must have been employed full time by the Board for at least two (2) years.

G. Under all leaves of absence, a employee is guaranteed to be reinstated in the position they left, provided they return within a twelve (12) month period.

Under all leaves of absence, a employee will be assigned to a position in the district, provided they return within twenty-four (24) months of the date of leaving.

Any employee whose leave of absence is beyond twenty-four (24) months will be placed, at their request, on a waiting list to be assigned to an available position they are qualified to fill, in accordance with Article VIII B.

H. If an employee extends their leave beyond a twelve (12) month period, that position must be posted immediately.

ARTICLE XIV

RETIREMENT/RESIGNATION/SEVERANCE

A. Upon retirement or death, the employee or his/her beneficiary shall be paid one-half (1/2) of their unused cumulative sick days up to a maximum of sixty (60) full days of pay.

In addition, for every block of twenty-five (25) days in excess of one hundred twenty (120) cumulative sick days, the employee shall receive five hundred dollars (\$500.00). Payment for days in excess of the one hundred twenty (120) that do not make up a twenty-five (25) day block will be prorated accordingly.

The term "retirement" shall be defined as the eligibility of the employee to retire and receive payment under the provisions of the Michigan School Employees Retirement Fund Law.

1. Accumulated absences during the final year of employment shall be submitted for review of a joint committee of administrative and bargaining unit personnel. It shall be the decision of these representatives (two [2] from each group) to pass upon the extent, if any, of terminal pay benefits as here considered.

B. Any employee desiring to resign shall file a written resignation with the Central Office, preferably four (4) weeks prior to the effective date, and in no event less than two (2) weeks.

C. Upon voluntary termination of employment not, however, involving a disciplinary action, employees who have both attained the age of fifty-five (55) and completed seven (7) years or more of school district employment may be paid one-half (1/2) of their accumulated sick leave days, up to a maximum of sixty (60) days at their current rate of pay.

D. Upon retirement or death, any accrued paid days allowance shall be paid at the current rate of pay.

ARTICLE XV

HOLIDAYS AND VACATION

A. Employees shall receive the following paid holidays:

New Year's Day	Juneteenth (June 19) ***
Martin L. King Day **	Thanksgiving Day
Good Friday	Friday after Thanksgiving
First Day of Spring Break	December 24
Memorial Day	December 25 - Christmas Day
July 4*	December 26 - if a work day*
Friday before Labor Day	December 31
Labor Day	

*12-month employees only

** - when the District is closed

*** - if scheduled as a work day

In addition, when July 4th falls on a Tuesday, July 3rd shall be a paid holiday; when July 4th falls on Thursday, July 5th shall be a paid holiday, providing in either instance that school is not in session.

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

For these days, employees will be paid at their regular rate and hours of pay.

B. All 10-calendar month employees shall be allowed, on a pro-rata basis, ten (10) paid days per year. These days shall be awarded on July 1st each year, and every July 1st thereafter. For the purposes of this paragraph, days an employee receives district-paid sick pay shall be considered a day worked. These days are to be paid during the Christmas, and Spring Break holidays. Any paid days not taken during Christmas, and Spring Break holidays will be carried over to February Break. Paid days will be awarded on July 1st of each year instead of the employee's anniversary date.

C. All 12-month employees shall receive ten (10) paid days to be taken upon request before June 30th each year as agreed by the Superintendent or Designee. These days shall be awarded on July 1st each year. Employees working for a period of time less than a full year shall receive paid days benefits on a pro-rata basis using a fractional division based upon the number of normal paid workdays between each July 1st. For the purposes of this paragraph, days an

employee receives district-paid sick pay shall be considered a day worked. Paid days will be awarded on July 1st of each year.

D. Any employee that works a partial term of employment as a result of being hired at some point subsequent to July 1st of the given year shall receive paid days on a pro-rata basis using a fractional division based upon the number of normal paid work days between start date and July 1st.

E. After five (5) years of service to the Board, all employees shall receive one (1) additional week of paid days. After ten (10) years of service to the Board, all employees shall receive one (1) additional paid day per year to a maximum of twenty (20) days. All paid days are awarded on July 1st and must be taken within a period of one (1) year.

F. Holidays occurring during the paid days period shall not be charged against the paid days allowance.

G. Each employee will be given one (1) additional paid day, in addition to the above. All employees must use or lose this day by June 30th of each year. This day may be used during the school year by ten (10) month employees, provided the employee's direct supervisor approves the scheduling of the day and confirms with the Human Resources Department.

H. Use of paid days for employees who work less than twelve (12) months will be allowed to use up to five (5) days of their paid days during each school year. They will only use two (2) days consecutively at a time. The scheduling of these days must be approved by their direct supervisor and confirmed by the Human Resources Department.

ARTICLE XVI

INSURANCE PROTECTION

- A. Notwithstanding the provisions of this Article, the terms of any contract or policy issued by an insurance company shall be controlling as to all matters concerning benefits, eligibility, and termination of coverage and other required matters. Disputes between beneficiaries of employees and any insurance company shall not be subject to the grievance procedure established herein.
- B. If an employee already has coverage equal to or better than Plan A coverage from any other source, they shall only be entitled to Plan B coverage.
- C. The Board shall make payment of insurance premiums for all employees who complete their contractual obligation to assure insurance coverage for a full twelve (12) month period even though the employee may not be returning the next school year. The School Board will be responsible for providing insurance information in the form of applications and enrollment meetings.
- D. The Board agrees to permit employees on a leave of absence to continue on a cash-paying basis for the maximum number of months allowed by the insurance provider after the Board's obligation terminates.
- E. The Board reserves the right to provide coverage equal to that described below in this Article through an alternate or self-funded plan.

Health Insurance

The Employer agrees to provide Health Insurance coverage to all eligible members. The parties agree to enter into a District-wide insurance committee to explore all options in regards to insurance. This committee will make recommendations to the parties. The committee will be composed of members of each District bargaining unit and members from Administration.

Plan A (for employees electing health insurance.)

Medical Coverage

The Employer shall provide medical insurance coverage.

The District contributions to Medical Benefit Plans currently have an Annual Cost Limitation, otherwise referred to as the State of Michigan “hard cap” with additional C.O.L.A. increases assigned each year to that hard cap. In the event the State of Michigan eliminates the hard cap, the previous yearly “hard cap” amount shall remain as the maximum Annual Cost Limitation for the Employer Contribution amount.

Any Costs above the hard cap amounts will be the responsibility of the employee.

The Board shall make an IRS section 125 plan available for employees to pay health insurance premiums,

The ~~I.U.O.E.~~ **Teamsters** may reopen the contract for health insurance purposes as long as it does not cost the district any more than the insurance agreed to above.

Long Term Disability

The Employer shall provide without cost to each eligible employee a Long-Term Disability Insurance Program. Benefits shall be paid at 66.67% of salary, up to a monthly maximum of two thousand five hundred dollars (\$2,500.00) and shall begin after expiration of one hundred eighty (180) calendar days (mod. fill). Includes medical premium expense benefit rider.

Alcohol/Drug and Mental/Nervous (two [2] year limit)
Unless hospitalization, then ongoing
Social Security Freeze
COLA

Dental Insurance

The Employer shall provide without cost to the employee a Dental insurance Plan with the Orthodontic Rider, including internal and external coordination of benefits (COB) for all members and their eligible dependents as defined by the Plan, Delta Dental or equivalent coverage. There is a one-thousand-dollar (\$1000) annual cap on benefits, and a one-thousand-dollar (\$1000) lifetime cap on orthodontic benefits per eligible person.

Life Insurance

The Employer shall provide without cost to the employee term life insurance protection in the amount of forty thousand dollars (\$40,000.00) that shall be paid to the employee's designated beneficiary. The plan shall include accidental death and dismemberment (AD&D) and waiver of premium (WOP).

Vision Insurance

The Employer shall provide without cost to the employee the equivalent of VSP-3 Plus Platinum or equivalent coverage vision care, including internal and external coordination of benefits (COB) for all employees and their eligible dependents as defined by MESSA or equivalent coverage.

Dependent Life Insurance

Two thousand dollars (\$2,000.00) spouse

Two thousand dollars (\$2,000.00) child(ren)

Plan B (for employees opting not to take health insurance)

Dental Insurance

Same as Plan A.

Long Term Disability

Same as Plan A.

Life Insurance

Same as Plan A.

Vision Insurance

Same as Plan A.

Dependent Life Insurance

Same as Plan A.

Prescription Drug Card

Same as Plan A.

Cash in Lieu of Medical

Within the structure of a Section 125 Cafeteria Plan, an employee may elect to receive the following medical coverage: \$3,000 for married coverage and \$2,000 for single coverage. The payment will be paid at the end of a complete year in which the employee elected not to receive medical benefits. For employees working a partial year, a prorated payment will be made.

Dual Coverage

Employees eligible to receive health insurance benefits subsidized by the Board of Education through another employee of the Hazel Park School District are entitled to take Plan A or Plan B. One school district employee shall take Plan A and the other shall select Plan B, including the cash in lieu of health care.

Part-Time Employees

Employees working less than eight (8) hours shall be offered the above benefits but on a pro rata basis, i.e., eight (8) hours - fully paid; seven (7) hours - 7/8 Board paid, 1/8 individual paid; six (6) hours - $\frac{3}{4}$ Board paid, $\frac{1}{4}$ individual paid; five (5) hours - 5/8 Board paid, 3/8 individual paid; less than five (5) hours - no benefits.

Pro rata cost sharing provisions shall not remove or reduce benefits from employees now receiving such coverage.

Commencement of Benefits

The above benefits shall become applicable at the first date of permanent employment with the Board after contract agreement herewith.

Worker's Compensation

In the event of an injury arising out of the course of employment and resulting in a Worker's Compensation claim, the employee shall be paid a supplemental pay benefit which, when combined with the Worker's Compensation loss of pay benefit, shall equal their normal regular wages without charge to their available sick leave bank. This provision assumes the following associated conditions:

1. Notice of injury

It shall be the responsibility of the employee to give the earliest possible notice of injury to supervisory personnel. Except in instances of extreme emergency, this should be construed to mean immediate notice. Said notice should be given, in order, to the building/departmental supervisor, the building principal or the Superintendent, whomever shall be reached first.

2. Period of claim

Supplemental pay benefits for any single accident or instance of injury shall continue up to, but not for more than, a maximum of one hundred twenty (120) calendar days which will be paid only during the period of time the employee is regularly scheduled to work. The period of claim for ten (10) month employees will be limited to the lesser of the one hundred twenty (120) days defined above or the end of the school year.

3. Worker's Compensation Benefit Payments

During the "period of claim" defined in (2) above, all Worker's Compensation loss-of-pay benefits shall be deducted from the employee's regular gross pay amount to determine the gross amount of the supplemental pay benefit.

After the "period of claim" defined in (2) above and, therefore, at the close of regular pay continuation, all Worker's Compensation benefit payments shall be retained by the employee.

4. **Extended combined sick leave/Worker's Compensation payments**

If, during the period of annual regular employment and at the expiration of the "period of claim" defined in (2) above, the employee has available and chooses to use their sick leave bank to continue their regular pay, they may so designate. In such a case, combined sick leave/Worker's Compensation pay benefits shall not exceed regular pay dollar amounts.

5. **Physical check-ups**

It shall be at all times the prerogative of the school district to utilize their doctor/doctors to evaluate the physical condition of any employee receiving benefits under these provisions.

6. **Injury on the job**

Any **employee** incurring an injury on the job requiring their need to go home, shall receive pay for a full day's work at the regular rate. If required to report back to the doctor during regular working hours, **employees** shall be paid for time lost.

ARTICLE XVII

NEGOTIATION PROCEDURES

A. It is contemplated that matters not specifically covered by the Agreement, but of common and mutual concern to the parties, shall be subject to negotiations between them from time to time during the period of this Agreement. The parties undertake to cooperate in arranging meetings, selecting representatives for such discussions, furnishing necessary information, and otherwise constructively considering and resolving any such matters.

B. In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining representatives of the other party and each party may select its representatives from within the school district.

It is recognized that no final agreement between the parties may be executed without ratification by the majority of the Board and by a majority of the membership of the Union, but the parties mutually pledge the representatives selected by each shall be clothed with all necessary power and authority to make proposals and make concessions in the course of negotiations or bargaining, subject only to such ultimate ratification.

C. If the parties fail to reach an agreement in any such negotiations, either party may invoke the mediation machinery of the State Labor Mediation Board or take any other lawful measures it may deem appropriate.

D. The Union shall be duly advised by the Board of significant fiscal, budgetary and tax program modifications affecting the district, and the Union shall, whenever feasible, have the opportunity in advance to consult with the Board with respect thereto prior to general publication.

ARTICLE XVIII

GRIEVANCE PROCEDURES

A. **Definition**

A "grievance" shall mean a complaint by an employee in the bargaining unit:

1. to the effect that there has been a violation, misinterpretation or inequitable application of any of the provisions of the Agreement; or
2. that there has been treatment unfair or inequitable by reason of any act or condition
3. which is contrary to established policy or practice governing or affecting employees.

As used in the Article, the term "employee" shall mean also a group of employees having the same grievance.

B. **Adjustment of grievances**

Grievances of employees within the bargaining unit shall be presented and adjusted in the following manner:

1. **Level One** - The **employee** with a grievance shall first discuss the matter with their immediate supervisor or principal, either directly or through their Union Representative, with the object of resolving the matter informally.
2. **Level Two** - In the event that the grievance is not satisfactorily settled at Level One within five (5) working days, the Union Steward shall, within five (5) working days from the receipt of response to Level One, file the grievance in writing to the District's Supervisor of Clerical Personnel, who shall issue a decision within ten (10) working days of receipt.

3. **Level Three** - In the event that the grievance is not satisfactorily settled at Level Two, the Union Business Representative shall, within five (5) working days after receipt of the Level Two response, file the grievance in writing to the Board.

4. Within ten (10) working days from receipt of the grievance, the Board of Education shall designate one or more of its members to hold a hearing or otherwise investigate the grievance or prescribe such procedure as it may deem appropriate for consideration of the grievance provided. Except with the express written consent of the Union, final determination of the grievance by the Board shall be made at the next regular meeting.

5. If the decision of the Board is not satisfactory to the Union, the grievance may be submitted to arbitration before an impartial arbitrator selected by the parties. If the parties cannot agree as to the arbitrator, they shall be selected from a panel of the **Michigan Employment Relations Commission (MERC) or Federal Mediation and Conciliation Service (FMCS) in the event neither MERC nor FMCS are available then the American Arbitration Association shall be used**, in accordance with their rules, which shall likewise govern the arbitration hearing.

The Board shall not be permitted to assert in such arbitration proceeding any ground or to rely on any evidence not previously disclosed to the Union. The arbitrator shall have no power to alter, add to or subtract from the terms of this Agreement. Both parties agree to be bound by the award of the arbitrator and agree that judgment thereon be entered in any court of competent jurisdiction.

6. Timelines for the grievance procedures may be extended, by mutual agreement, by the Board and the Union.

C. If any employee for whom a grievance is sustained shall be found to have been unjustly discharged, they shall be reinstated with full reimbursement of all compensation lost. If they shall have been found to have been improperly deprived of any compensation or advantage, the same or its equivalent in money shall be paid to them.

D. The costs of any arbitration under this Article shall be shared equally by the Board and the Union.

ARTICLE XIX

DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 2024, and shall continue in effect through June 30, 2025. This Agreement shall not be extended orally and can only be extended on a day-to-day basis with mutual consent of both parties until all parties involved can meet for negotiation purposes.

This Agreement shall supersede any rules, regulations or practices of the Board which shall be contrary to or inconsistent with its terms. It shall likewise supersede any contrary or inconsistent terms contained in any individual contracts heretofore in effect. The provisions of the Agreement shall be incorporated into and be considered part of the established policies of the Board.

Copies of this Agreement shall be printed at the expense of the Board and presented within thirty (30) days of ratification to all employees now employed or hereafter employed by the Board. A sufficient number of copies shall be sent to the Teamsters Local 214.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed.

HAZEL PARK BOARD OF EDUCATION
1620 E Elza Ave.
Hazel Park, MI 48030

TEAMSTERS LOCAL 214
STATE, COUNTY AND MUNICIPAL
WORKERS
2825 Trumbull Avenue
Detroit, MI 48216

HAZEL PARK BOARD OF EDUCATION

TEAMSTERS LOCAL 214

Dr. Amy Kruppe, Superintendent

Joseph M. Valenti, President

Rick Nagy, President – Board of Education

Melissa Baldwin, Board of Education Secretary

SCHEDULE A

SCHEDULE A

2024/2025 Hourly Wage Schedule

	<u>Base</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Class I	22.22	23.11	24.04	25.00	26.00	27.04	28.12
Class IA	19.19	19.96	20.76	21.58	22.45	23.35	24.28
Class II	18.18	18.91	19.66	20.45	21.27	22.12	23.01
Class III	15.66	16.28	16.93	17.61	18.31	19.05	19.81

2024 -2025

- a. Steps for all employees step eligible (must have been working an on payroll before February of the school year to earn step advancement)

SCHEDULE B

CLASSIFICATIONS

- I. Class I
SIS Secretary

- II. Class IA
**Executive Director, Director Secretary High School Principal Secretary
Enrollment Secretary**

- III. Class II
**Principal Secretary
Counseling Office Secretary
Assistant Principal Secretary**

- IV. Class III
Receptionist

ARTICLE I. BYLAWS

A. GENERAL.

Section 1. Name and Legal Status.

The legal name of the school district is Hazel Park Community Schools. The District is a Michigan general powers school district as provided in the Michigan Revised School Code (“RSC”), MCL §380.1, *et seq.*

Section 2. Authority.

The District is governed by the Board of Education (“the Board”). The Board shall have all powers and authority granted to districts by the RSC, state law generally, and, where applicable, federal law.

Section 3. Bylaws.

These bylaws set forth the internal rules which govern the operations and business of the Board. To the extent these bylaws may be inconsistent with applicable federal and state law, the applicable federal or state law shall govern.

Section 4. Board Policies.

In addition to these bylaws, the Board shall adopt policies to govern the administration of the District.

Section 5. Amendment of Bylaws or Policies.

The Board may amend these bylaws or the policies of the Board by a majority vote. Any such amendment shall take effect on the date specified by the Board, but not sooner than the next regular meeting of the Board.

Section 6. Suspension of Bylaws or Policies.

Bylaws or policies may be suspended during a Board meeting by a two-thirds vote of the Board members present at such meeting. Unless amended by the Board, the suspended bylaw or policy

shall resume full force and effect upon the adjournment of the Board meeting at which the suspension occurs.

Section 7. Superintendent.

The Board shall at all times employ a Superintendent in conformity with the RSC. The Superintendent shall enforce Board policies, as well as applicable state and federal law, within the District. The Superintendent shall, as necessary, adopt administrative guidelines for the implementation of Board policies. Administrative guidelines do not require formal approval by the Board, but shall be provided to the Board at the time or before they become effective. In cases in which the Board has not adopted policies, the Superintendent may act, and shall thereafter notify the Board of such action. References in these bylaws and the Board policies to “the Superintendent” shall also mean the Superintendent’s designee except if action solely by the Superintendent is expressly required.

B. ORGANIZATION OF THE BOARD.

Section 1. Composition of the Board.

The Board is composed of seven members, elected or appointed as provided by the RSC and Michigan law. Board members shall be elected on a staggered basis on the November general election date in even-numbered years.

Section 2. Term of Office.

Board members are elected for four-year terms. Terms of elected Board members shall commence on January 1 of the year following their election.

Section 3. Board Vacancies.

If a Board position becomes vacant, the Board shall appoint a qualified person to fill the position within 30 days after the vacancy occurs. The appointee shall hold office until the next regular school election. Board positions may become vacant for any of the reasons provided by Michigan law. Resignations of Board members are effective without acceptance or approval by the Board.

Section 4. Acceptance and Oath of Office.

Elected, re-elected or appointed Board members shall file an acceptance of office and affidavit of eligibility as required by state law, and, before taking office, shall take the oath of office required by Article XI, Section 1 of the Michigan Constitution of 1963.

Section 5. Board Officers.

Members of the Board shall elect by majority vote a President, Vice-President, Secretary and Treasurer at the Board's annual organizational meeting. Officers shall hold office for one year, or until their successors are elected and take office. Officers are eligible for re-election to their offices.

Section 6. Vacancies in Board Offices.

A Board office shall become vacant if the holder of the office ceases to be a Board member, resigns from the Board office, or is removed from the Board office by a majority vote of the Board. A vacancy in a Board office shall be filled by a majority vote of the Board.

Section 7. Compensation and Reimbursement.

Board members shall receive ~~wages~~ compensation of \$40 per month.

Board members shall be reimbursed for actual and necessary expenses incurred in the discharge of their official duties. Board members will not be reimbursed for entertainment expenses, or for the purchase of alcoholic beverages. The Board will ordinarily not approve expenditures of ~~District funds for members to attend meetings outside Michigan~~, and any and all attendance to conferences must first be approved in advance by the Board. ~~The Board may establish policies for the reimbursement of expenses of Board members.~~ The School Board Members will have the following options of reimbursement: mileage, food (\$55.00 per day or increased based upon area of conference) , hotel (if more than 60 minutes away), airfare , parking, if estimated ahead of time. All receipts of actual costs must be turned in after the conference and approved at a meeting before final reimbursement. All expense reimbursement will be processed through payroll and paid through Direct Deposit. The Board agrees that members who have chosen to not receive reimbursement for board compensation through payroll as required by the IRS will be able to chose to receive reimbruements through accounts payable. Reimbursements will not be made unless proper business office paperwork is completed, which includes the submission of a current ~~W-2~~ W-4/ W-9. The board has determined that board members only may have checks provide instead of District required direct deposit.

Section 8. Committees.

The Board may create standing or *ad hoc* committees to gather information for and make recommendations to the Board. The President shall appoint the members of committees. No committee may consist of more than three Board members.

C. FUNCTIONING OF THE BOARD.

Section 1. Duties of Board Officers.

A. President.

The Board President shall preside at all meetings of the Board, and shall conduct meetings in the manner prescribed by these bylaws and state law. The President is the official spokesperson for the Board. The President, in cooperation with the Superintendent, shall prepare agendas for Board meetings. In the absence of the Secretary at a meeting of the Board, the President shall appoint an Acting Secretary, who shall sign the minutes of that meeting. The President shall perform such other duties as authorized by the Board, or as otherwise required by law and appropriate to the office. The President may consult with the Superintendent and/or legal counsel prior to bringing an issue before the Board.

B. Vice-President.

The Vice-President shall preside at Board meetings when the President is not in attendance, and shall have the duties and responsibilities of the President in the absence of the President. The Vice-President shall perform such other duties as authorized by the Board.

C. Secretary.

The Secretary shall take and keep the minutes of meetings of the Board in conformity with the Open Meetings Act and other state law, and shall perform all other duties as may be authorized by the Board.

D. Treasurer.

The Treasurer, working with the Superintendent or other District staff designated by the Superintendent, shall perform such duties as may be authorized by the Board or state law.

Section 2. Duties and Role of Individual Board Members.

The Board acts as a whole, and only at properly convened and noticed Board meetings. Individual Board members do not possess the powers that reside in the Board, and may not act or purport to act for the Board unless the Board has specifically delegated the authority of an individual member to act. Individual members of the Board may not speak for the Board. A Board member who speaks to or otherwise communicates with the media, the public or other officials on District matters shall make clear to the audience that the Board member is expressing only that Board member's views, and that those views do not necessarily reflect the views of the Board as a whole or any other Board member.

Section 3. Confidentiality.

Board members will on occasion receive information that is not available to the general public, including information about students or employees, information subject to the attorney-client or another privilege, and information disseminated during a closed session of the Board. An individual Board member shall not disclose or share confidential information without the authorization of the Board or as may be required by law.

Section 4. Board Ethics.

The Board by majority vote shall prescribe a Code of Ethics applicable to the conduct of individual Board members, and each Board member shall be asked to acknowledge and sign the Code of Ethics at the commencement of his or her term.

Section 5. Conflict of Interest.

Board members shall perform their official duties in a manner free from conflict of interest, and shall refrain from actions that create the appearance of a conflict of interest prohibited by law. Board members shall familiarize themselves with and at all times comply with the requirements and prohibitions of state law relative to conflicts of interest. The Board by policy may prohibit the hiring by the District of immediate family or other relatives of Board members during their terms on the Board.

Section 6. Indemnification.

The District shall indemnify the Board and individual Board members to the fullest extent permitted by law. The District will purchase and maintain in effect insurance policies for the indemnification and defense of the Board and individual Board members.

Section 7. Professional and Consulting Services.

The Board shall employ an independent auditor to examine the books and records of the District, to render an opinion on the financial statements of the District prepared at the close of the fiscal year, and to perform such other services as may be requested by the Board. The Board may appoint qualified individuals or firms to provide legal, architectural, insurance and other professional services for the District, and may appoint other consultants as it deems appropriate.

Section 8. Discipline of Board Members.

By majority vote, the Board may censure a Board member for violating these bylaws, the policies of the Board, or state or federal law, or otherwise acting in a manner inconsistent with the duties and responsibilities of a Board member. By majority vote, the Board may petition the Governor to remove a Board member from office in accordance with MCL §380.1107.

D. MEETINGS OF THE BOARD.

Section 1. Organizational Meeting.

The Board shall conduct an organizational meeting annually during the month of January. During the annual organizational meeting, the Board shall elect its officers for the coming year,

shall establish a schedule of regular Board meetings for the coming year, and may conduct any other business it elects to address.

Section 2. Regular Meetings.

Regular meetings of the Board shall be held in accordance with the schedule established by the Board at its organizational meeting. The schedule of regular meetings may be amended by the Board.

Section 3. Special Meetings.

Special meetings of the Board may be called by the President, or by any two members of the Board, upon not less than 24 hours' notice to each Board member. Notice to Board members of a special meeting may be provided by personally delivering a notice to the Board member, by delivering the notice to the Board member's household and leaving it with a responsible member of the household, or by sending the notice to the Board member on his or her District-provided email account.

Section 4. Emergency Meetings.

In the event of a severe and imminent threat to the health, safety or welfare of the District, its students or employees, the Board President may call an emergency meeting, and the Board may meet and take action without complying with public notice requirements, provided that two-thirds of the members of the Board determine that delay would detrimentally affect the ability of the Board to respond to the threat. Actual notice to all Board members of an emergency meeting shall be attempted, but is not required.

Section 5. Meetings Open to the Public.

All meetings of the Board in which a quorum is present for the purpose of deliberating toward or rendering a decision on public policy shall be open to the public.

Section 6. Open Meetings Act.

Meetings of the Board are subject to and shall comply with applicable provisions of Michigan's Open Meetings Act ("OMA"), MCL §15.261, *et seq.* Depending upon its function, a Board committee may be a public body whose meetings are subject to the OMA.

Section 7. Public Notice of Meetings.

Public notice of Board organizational, regular and special meetings shall be given as provided in OMA.

Section 8. Closed Sessions of the Board.

In accordance with the Open Meetings Act, the Board may meet in closed session for the following purposes upon the affirmative vote, on a roll call vote, of a majority of the Board members voting:

1. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a Board member, employee, staff member or individual agent of the District, if such person requests a closed hearing.
2. To consider the dismissal, suspension, or disciplining of a student, if the student or the student's parent or guardian requests a closed hearing.
3. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement, if either negotiating party requests a closed session.

In accordance with the Open Meeting Act, the Board may meet in closed session for the following purposes upon the affirmative vote, on a roll call vote, of not less than two-thirds of the members of the Board then elected or appointed and serving (*i.e.*, not less than five members of the Board if all seven Board positions are then filled):

1. To consider the purchase or lease of real property, up to the time an option to purchase or lease that property has been obtained.

2. To consult with its attorney(s) regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigation or settlement position of the Board.
3. To consider the specific contents of an application for employment or appointment if the candidate requests that the application remain confidential. Interviews of candidates must take place in open session.
4. To consider material exempt from disclosure or discussion by state or federal statute (including, without limitation, written opinions of legal counsel).
5. To consider security planning to address existing threats or prevent potential threats to the safety of the students and staff.

Section 9. Minutes of Meetings.

- A. Open Meetings: Minutes of open meetings of the Board shall be kept, made available and approved as provided by OMA. Minutes shall, at a minimum, include the date, time and place of the meeting; Board members present and absent; decisions made by the Board; roll call votes; a record of other votes; the purpose(s) of a closed session; and corrections to the minutes of a previous meeting.
- B. Closed Sessions: A separate set of minutes of a closed session shall be maintained. Closed session minutes shall be provided to Board members confidentially, shall be retained by the Secretary or the Superintendent, and may be destroyed one year and one day after their approval of the Board.
- C. Committee Meetings: Minutes of meetings of committees whose function renders them subject to OMA shall be kept, made available and approved in the same manner as for open meetings of the Board.

Section 10. Meeting Procedures.

- A. Location. All meetings of the Board or Board Committees shall be held in District facilities.
- B. Agenda. The President, in consultation with the Superintendent, shall prepare and publish a written agenda prior to each regular meeting and each special meeting unless otherwise directed by the Board. Individual Board members may include

items on the agenda upon the concurrence of the President. The Board shall adopt or amend the agenda at the start of the meeting.

C. Quorum. A majority of the serving members of the Board shall constitute a quorum. A meeting of the Board may not be called to order in the absence of a quorum.

D. Remote Participation.

(1) If a member of the Board is required to miss one or more meetings due to military duty, the Board shall make arrangements, if feasible, to allow such member to participate by conference telephone connection or other electronic voice communication that allows persons participating in the meeting to communicate with each other and persons attending the meeting to hear the comments, including the votes, of the member attending remotely. The notice of a Board meeting at which a member will be participating remotely due to military duty shall include notice of such member's remote participation, and shall provide information about how to contact that member sufficiently in advance of a meeting to provide input on any business that may come before the Board.

(2) Pursuant to state law, between March 31, 2001 and December 31, 2021, a Board member may participate remotely in a Board meeting under the procedures identified in the paragraph above in the following additional instances:

a. When the Board member is unable to attend the meeting due to a medical condition, including any illness, disease, disability or other health-related condition; or

b. When the member is unable to attend the meeting, or the Board is unable to meet in public, due to a statewide or local state of emergency or disaster called by the governor or a local official, governing body, or chief administrative officer, that would risk the health or safety of members of the public or Board if the member were to attend or the Board were to meet in person.

(3) After December 31, 2021, and absent a change in state law, remote Board meetings shall not be permitted, and remote participation will be permitted only for the reason identified in subsection (1).

E. Procedure for Board Action. The Board shall take action by way of motions duly offered and approved. No motion shall be acted upon until it has been supported by a second member of the Board.

F. Voting. The vote on motions shall be “yes” or “no,” and will be taken by voice vote or, if required by law or requested by a Board member, by roll call vote. Unless otherwise required by law or these bylaws, the affirmative vote of a majority of the serving Board members is required to exercise the Board’s authority. Following the vote, the President shall announce that the motion either passed or failed, and, if not a unanimous vote, shall announce the number voting “yes” and the number voting “no.” No Board member shall abstain from a vote of the Board absent an identified conflict of interest.

G. Public Attendance at Board Meetings. Any member of the public may attend an open Board meeting. A person shall not be excluded from an open meeting except for a breach of the peace committed at the meeting. Closed sessions of the Board may be attended by members of the Board and any necessary resource persons, such as administrators or legal counsel, designated by the Board. Members of the public may not attend closed sessions unless specifically authorized by the Board.

H. Public Participation at Open Board Meetings. Members of the public may address the Board at open meetings, subject to guidelines to be published by the Board.

I. Rules of Order. To the extent not addressed by these bylaws or the Board’s policies, issues of procedure shall be governed by the current edition of *Robert’s Rules of Order*. The President, or Vice-President in the absence of the President, shall decide all procedural issues, but may be overruled by majority vote of the Board.



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
Subject: Board Protocols
Date: August 12, 2024

We have incorporated several revisions into the board protocols to enhance clarity and improve our governance processes.

The key changes include:

- **Updates to the Table of Contents**
- **Process & Outline for Agendas**
- **Yearly Board Calendar**
- **Code of Conduct Signature Page**
- **Removal of Former Board Policy Codes**
- **Packet Timelines**

These revisions are aimed at streamlining our procedures and ensuring that our operations remain effective and transparent.

Please review the updated protocols before the August 19th meeting, where we will seek your approval and signature. We look forward to your feedback and endorsement.

Strategic Goal Alignment - The request for allocating the dollars focuses on the following

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: N/A

Recommendation

That the Board of Education approve the updates to the 2024/25 Board of Education Operating Procedures, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





**HAZEL PARK
SCHOOLS**

Today's Learners, Tomorrow's Leaders

Vision Statement

Inspire and Empower All Learners

Mission Statement

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

Beliefs

- The school district supports the social, emotional, physical and academic needs of each child in a caring, healthy and safe environment
- A culture that celebrates diversity and promotes equity
- Student achievement and social emotional learning are the core of every decision
- All students have the ability to learn
- Students are successful when staff, families and community are engaged and support learning
- Research based curriculum, aligned with state standards is the foundation for high quality instruction
- Student driven learning environments foster self-efficacy and individual ownership learning
- Student success is fostered and supported through multiple pathways toward graduation

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HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

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

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

Code of Ethics

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

- I will bring about desired changes through legal and ethical procedures, upholding and enforcing all laws, administrative rules and regulations, court orders pertaining to schools and district policies and procedures.
- I will make decisions in terms of the educational welfare of all children in the District, regardless of ability, race, religion, creed, sex, sexual orientation, national origin, disability or social standing.
- I will recognize that the Board must make decisions as a whole, as a body corporate, and make no personal promise or take private action that may compromise the role and integrity of the Board.
- I will focus Board action on policy making, goal setting, planning and evaluation as outlined in Board policy and state law.
- I will vote to appoint the best qualified personnel available after due consideration of the recommendation by the Superintendent. I will insist on regular and impartial evaluation of all staff by the Superintendent.
- I recognize that the role of the Board is to govern and oversee the management of the District. I will delegate authority to the Superintendent for the day to day operations of the district.
- I will not step outside my role to govern and oversee the management of the district by seeking to participate in the administration of the day to day operations of the District.

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

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

As Board President...

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

1.0 MEETINGS

1.1 Developing the Board Meeting Agenda

1.1.1. Who Can Place Items on Agenda and the Guidelines

- A. Agendas are created by the Superintendent and Board President. ~~and~~ **Packets are released via board books** to the Board **Trustees** for review on the ~~Thursday~~ **Wednesday** prior to the Monday **regular** meeting.
- B. Board members must request in writing or verbally to the Superintendent or Board President any item they desire to have placed on the agenda.
- C. **Items will not be added to the agenda by staff after Friday of the week before the regular board meeting unless an emergency situation.**
- D. **Board members will be communicated when board packets change before the meeting by emails.**
- E. ~~In accordance with the Michigan Open Meetings Act, no item can be placed on the agenda less than 72 hours in advance of the meeting, except in an emergency as defined by law.~~
- F. **Board members may vote, at the meeting, to add an agenda item.**

1.1.2 Use of Consent Agenda

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

Consent items typically include but not limited to:

- 1. All routine items
- 2. Shared Service Agreements
- 3. Budget amendments
- 4. Insurance contracts
- 5. Association memberships
- 6. Routine expenditures
- 7. Updates of Board policy
- 8. Routine personnel items
- 9. Routine bid considerations
- 10. **Conference requests (under \$500)**
- 11. Items recommended by the Superintendent

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

1.1.3 Regular Board Meeting Agenda Outline

A. Shall be aligned with the district strategic plan and include but not be limited to:

- Call to order
- ~~Invocation (do we want to bring this back)~~
- Pledge of Allegiance
- Approval of Agenda
- Special Order of Business
- **Conference requests over \$500**
- Public Comment
- Consent Agenda
- Unfinished Business
- New Business
- Superintendent Report
- **Board request for future agenda Items (do we want to do this when we have a process up above)**
- Future Meetings
- Public Comment
- ~~Board Opportunity to make a comment/statement~~
- Adjournment

1.1.4 Annual Board Meeting Agenda Items

~~2023-24~~ **2024-2025** YEARLY BOARD AGENDA CALENDAR

Revised ~~6/11/2023~~ 8/2024

January	Board of Education Organizational Meeting School Board Appreciation Month New Board Member Training (when applicable) Review Board of Education Code of Ethics Conduct and Operating Principles Approve Protocols of the Board Summer School proposal Strategic plan update Approve committee dates / special meetings Review Policy 6423 ~ Use of Debit/Credit Cards
February	Review three year plans (technology, Facilities, financial project, Food, Communication, Curriculum) Review count day enrollment Oakland Schools Outstanding Teacher of the Year 1st Semester Attendance Presentation I-Ready/Data Presentation: ECRA presentation LEO Written Report

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

<p>March</p>	<p>Present staffing approval for next school year Renew Food Service Contract Support Person of the Year Budget Amendment/tentative / review budget for next school year. Superintendent Evaluation Check In: written (2025-2026)</p>
<p>April</p>	<p>Non-renewal for certified staff for next school year Renew Administrative Contracts Museum contract Resolution for Teacher Appreciation Strategic Plan update School Year Calendar</p>
<p>May</p>	<p>Staff Appreciation Retiree Celebration Resolution to Approve/Disapprove Oakland ISD Budget Final LEO report to the board PBIS Update Board Self-Evaluation shared 2025-2026 Debt levy to Board for Approval (L-4029) Student Handbook/ Athletic Handbook /EL Handbook/ technology / band (all handbooks) Course Handbook Update</p>
<p>June</p>	<p>Budget Presentation Approval of Budgets Approval of Tax Rate Requests Approval of Resolution authorizing State Aid Notes MHSAA Resolution Review Board Self assessment 2nd Semester Attendance Presentation Superintendent Self-Evaluation at special meeting 2025-2026 Board Evaluation approval @ regular meeting Annual School Bond Loan Activity Resolution (due 8/1)</p>
<p>July</p>	
<p>August</p>	<p>Board Goals Approval of SIP DIP Superintendent Evaluation Goal Setting for 2025-2026 Approval of Alternative Ed waiver applications Strategic Plan update /refresh Vote on OCSBA Bylaws/Resolutions when applicable Integrated Pest Management</p>

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

September	<p>Summer School Update Teacher Tenure list Course Handbook Update New Staff Introduction AP Testing Students Celebrating /CTE Completers District Improvement Plan Superintendent Check In : Letter 2025-2026</p>
October	<p>Audit Presentation and Approval Review Sinking fund Plan National Principals Month Strategic plan update Superintendent Check in I-Ready/Data Presentation: ECRA presentation LEO presentation (10 minutes)</p>
November	<p>Audit Presentation and Approval Review Sinking fund Plan National Principals Month Strategic plan update Superintendent Check in LEO Quarterly Report : written report</p>
December	<p>Superintendent Evaluation Formal Check In 2025-2026 Choose Additional Factors for new evaluation period PBIS/discipline data School of Choice Resolution Approve Sinking fund projects for BID</p>

1.2 Board Member Preparation for Meetings

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

1.3 Board Member Participation/Conduct during Meetings

1.3.1. Board Meeting Protocol

- A. Board members will maintain professional and courteous behavior throughout the meeting.
- B. Board members will demonstrate respect to fellow Board members, district staff and public participants through the following behavior:
 - Listen and treat each other respectfully

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

1.3.2 Persons Addressing the Board

- A. Audience participation at Board meetings is limited to the portions of the meeting designated as Public Comments. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless recognized by the presiding officer.
- B. A person may address the Board on an agenda or non-agenda item by registering their intention to participate in the public portion of the meeting upon their arrival at the meeting. Each person shall be limited to three (3) minutes at the beginning of the meeting and one (1) minute at the public comment session at the end of the meeting.
- C. At regular meetings the Board shall allot a total of 30 minutes to hear persons who desire to make comments to the Board. Persons who wish to participate in

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

1.3.3 Board Response to Persons Addressing The Board

- A. Board members shall listen intently.
- B. Board President may direct administration to investigate item(s) and report back to the Board.
- C. Board members shall refrain from responding to or entering into discussion with the audience during the meeting as:
 - 1. Items on the agenda will be discussed as appropriate and scheduled on the agenda;
 - 2. Items not on the agenda do not permit Board members to respond or discuss except to make factual statements or refer to Board policy.
 - 3. Board president may exercise discretion in allowing patron comments to exceed 5 minutes or to extend the 30 minute time allotted for Open Forum.
 - 4. Board members may request that the Board President extend the Open Forum times set out in this policy.

1.3.4 Discussion of Employee/Student Issues

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

1.3.5 Hearings, Grievances, Student/Employee Discipline

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

1.3.6 Discussion of Motions

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

1.4 Board Member Participation in Discussion, Debate and Voting

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

1.5 Board Members Responses to Inquiries about Closed Sessions

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

1.6 Participation by People other than Board Members in Closed Session

Participants are limited to:

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

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

1.7 Board Organization

1.7.1 Officers ~~(Article I Bylaw)~~

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

1.7.2 Role and Authority of Officers

- A. No Board member or officer has authority outside the Board meeting.
- B. No Board member can direct employees in regard to performance of their duties.
- C. Duties of officers

~~• Please refer to Policy Bylaws 0171.1, 0171.2, 0171.3 and 0171.4~~

1.8 Selection and Operation of Board Committees ~~(Bylaw 0155)~~

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

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

- E. The Superintendent shall service as an ex-officio member of each committee.
- F. A member may request (or refuse) appointment to a committee. Refusal to serve on any one committee shall not be grounds for failure to appoint a member to another committee.
- G. Each Board committee shall be convened by a chairperson who shall report for the committee and shall be appointed by the President.

2.0 **COMMUNICATION**

2.1 **Board member communication with each other**

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

2.2 **Board member's responses to community or employee contacts**

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

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

2.3 **Board member communication with the media**

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

2.3.1 **Board members Social Media posting expectations:**

- A. Social Media, ~~as defined in Bylaw 0100~~, shall not be used to conduct any form of Board business. ~~(Bylaw 0167.6)~~
- B. A Board member's personal or private use of social media may have unintended, negative consequences to the Board member and/or the District, including possible violations of the Open Meetings Act and issues relating to creation of a public record. Postings to social media should be done in a manner sensitive to the Board member's responsibilities, applicable District policies, and legal obligations ~~(Bylaw 0143.1)~~
- C. If a Board Trustee develops a website, blog or podcast that will mention the District, employees, students, etc., the Board Trustee would identify who they are

and that the views expressed on the blog or website, podcast belong to that Board Trustee.

- D. If a Board Trustee develops a site or a blog that mentions the District, as a courtesy, please inform fellow Board Trustees.
- E. Board Trustees may not share information that is confidential. Board Trustees must be careful not to blog about things learned in closed session or in private conversation with fellow Board Trustees, staff, or administration. Board Trustees could be held personally liable for any such disclosures.
- F. Board Trustees must not use District logos and trademarks. Use of logos, and trademarks imply that a board Trustee is speaking for the District.
- G. Speak respectfully about the District and current and potential employees, students, and parents.
- H. Do not engage in name calling or behavior that will reflect negatively on a board Trustees' reputation.
- I. Note that the use of copyrighted materials, unfounded or derogatory statements, or misrepresentation is not viewed favorably by your community and can result in legal entanglements.
- J. Write knowledgeably, accurately, and using appropriate professionalism. Despite any disclaimers, board Trustee's Web interaction can result in members of the public forming opinions about board Trustees, the District, staff and the community.
- K. Honor the privacy rights of fellow Board Trustees, staff and parents by asking permission before writing about or displaying internal happenings that might be considered a breach of their privacy and confidentiality.
- L. Board Trustees should be very careful about selling any product or service in a blog about the District.
- M. Recognize that Board Trustees may be legally liable for anything written or presented online. Board Trustees can be sued by **all** District employees, parents, students, or any individual who view the commentary, content, or images as defamatory, pornographic, proprietary, harassing, libelous, or creating a hostile work environment.

2.4 Board member communication with the community

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

2.5 Administration communications with Board members

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

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

The following six pieces of information:

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

2.6 Community electronic communications with the Board

A. The Board will have a contact link on the District website to allow community members to email their questions to the entire board.

1. The website and/or form will state in a conspicuous place the following:

“The School Board members are trustees primarily charged with the vision, budget, goals and policy for all children in the district. Any operational or staffing issues should go through the building principal first, then to the administration”.

2. An automated email response will acknowledge the receipt of the citizen’s inquiry containing the text:

- 3.

“Thank you for your inquiry to the Hazel Park Board of Education. It will be shared with all the Board members. The President or a School Administrator will get back to you shortly.”

B. The Board President or designee shall determine the appropriate response and who responds to the inquiry. Any response shall go to all Board members.

2.7 Community communication directly to a Board member

A. This does not apply to casual conversation with community members. If applicable, the Board member should contact the Board President about the issue:

1. To determine if other Board members and/or the administration received the communication.
2. To confirm the relative facts.
3. To discuss the individual Board member’s potential response.
4. Any response should be shared with other members.

2.8 Community member request for privacy in communications

A. The Board encourages openness in all community communications.

B. Any community member who requests privacy in communications should not expect a response.

C. Any response may be subject to public disclosure in the future.

3.0 BOARD DEVELOPMENT

3.1 New Member Orientation

A. Orientation to the Board/Board Responsibilities: The following items shall be provided or made available to the new Board member by the Board President or a Board trustee designated by the Board President as a “mentor” with the

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

assistance of the superintendent or the superintendent's designee.

A personal copy or link of the written Board policy manual and explanation of its use, development, review, etc., including the following:

- A copy or link and explanation of the district's mission, vision, values and beliefs, and/or educational philosophy.
- A copy or link and explanation of the district's latest short-and long-range goals, along with related needs assessment results.
- An explanation or link of any policies governing board member conduct and activities (i.e., Board Code of Ethics, travel expenses, conflict of interest, professional development, etc.)
- An explanation of how board meetings are conducted, including parliamentary procedures used, Open Meetings Act requirements, placing items on the agenda, superintendent's Board packets, etc.
- A discussion about the Board's speaking with one voice, the authority of the board vs. the authority of any individual board member, the chain of command, etc.
- An explanation of Board processes: gathering community input, monitoring district progress, self-evaluation, communication with the media, etc.
- A historical perspective of the Board's current work, including minutes from the past year's board meetings;
- An explanation of the superintendent's informational packets.
- An explanation and list of Board and Board member development opportunities available throughout the year including MASB's CBA course offerings, and workshops, Certification process and annual conferences.

B. Orientation to Board/Superintendent Roles and Relationship: The following items are generally shared areas of expertise between the Board and superintendent, and therefore, should be a joint responsibility in the orientation process.

- Clarification of roles and responsibilities including discussion about "Who decides" particular types of issues.
- Explanation of how authority is delegated to the superintendent.
- Explanation of the District's administrative procedures manual.
- A copy / Link of the superintendent's job description and contract and discussion of how it evolved.
- A copy/ link of any superintendent evaluation materials and discussion of how and when they are used.
- An explanation of how communication flows between Board members and superintendent and how to use the chain of command.
- A review of written board policies governing the Board/Superintendent Relationship.

C. Orientation to the District: The following items are generally within the superintendent's areas of expertise and responsibility in the orientation process.

1. School Finance
 - A copy/link of the district's budget. Explanation of how, when and by whom it is prepared; how the district's mission and goals are translated into a dollars-and cents plan; where the money comes from, where it goes and how it is spent.
 - An explanation of financial accountability processes: how funds are accounted for; how expenditures are authorized; what financial reports are provided and how to interpret them, etc.
 - An explanation of the state's school finance plan and what it means in terms of local district budget.
 - Data on district per pupil cost and expenditures.
 - An explanation of the assessed valuation and tax structure of the district.
 - An explanation of the funding process for the school district.
 - A description of the district's student enrollment trends and projections.
 - Data on the existing bond indebtedness of the district and when various building debts will expire.
 - Information on federal and state aid to your district's education program.
2. School District Facilities
 - A list showing the number, location, and condition of schools and other buildings owned/operated by the district.
 - An explanation of construction projects contemplated and in process.
 - A description of the district's building maintenance program.
3. School Curriculum and Instruction
 - An explanation of curriculum standards required by state law and implemented by the State Board of Education.
 - Copies of recent state and/or accrediting agency evaluations.
 - An explanation of the district's overall curriculum program.
 - An explanation of local school improvement initiatives (what, why, who, how, etc).
 - An explanation of the educational organization of the district, including student groupings, departmentalization, team-teaching, shared pupils/teachers, etc.
 - An explanation of how elementary, middle school and secondary curricula are coordinated.
 - Student dropout statistics.
 - Information on MSTEP tests, other applicable standardized testing, recent test results, and the utilization of test results.
 - Data on the percentages of students who go on to college or other post high school programs.
 - An explanation of the ISD, the District's involvement with the Oakland ISD and, and other collaborative educational

facilities/programs.

- The district's special education program, programs/courses offered for students with impaired sight or hearing, and emotional, neurological and other problems.
- Data on age and condition of textbooks and other school equipment
- A description of libraries, technological tools and other instructional materials in use now or planned for the future.
- A listing of extra-and co-curricular activities in the district.

4. Administration and Staff

- A copy/link of the job description of the superintendent, Board secretary and top administrators.
- An organizational chart of the school district's management structure.
- An explanation of personnel recruitment and hiring procedures.
- A copy link of staff salary schedules and fringe benefit programs, including data on average and median salaries of teachers and administrators.
- Data on staff-administrator ratios.
- A copy/link of the district's collective bargaining agreement(s), and a brief history of the recent collective bargaining activities in the district.
- An explanation of the district's evaluation criteria and procedures for administrators, teachers and support staff.
- An explanation of the district's orientation program for new teachers.
- An explanation of the district's staff development program.

5. School-Community Relations

- An explanation of programs, activities, and interests of education-oriented groups and associations (i.e., PTA's, booster clubs, the Promise Zone, advisory committees, etc.
- An explanation of the District's public relations program, the District "Brand", how it is coordinated, and what activities regularly take place.

3.2 Board Officer Transition Process

- A. Present officers to relate duties and responsibilities of the position to their replacements.
- B. New officers to review written description of position before taking office.

3.3 Selecting of timing and activity for annual team building session and assessment of Board continuing education needs.

3.4 Annual board ~~or~~ team (board and supt.) self-evaluation and establishment of goals

- A. Evaluations are done annually in May.
- B. Evaluations are conducted in executive session by consensus.
- C. Evaluations are done as a team (board and superintendent).

3.5 Board member concerns about another board members performance

- A. If a board member has a concern about another board member's performance

they should first discuss it with the offending member.

- B. If still unsatisfied with the results of the first meeting, then they should discuss it with the board president or other board officer.

3.6 Procedures for board travel and training opportunities

- A. Board members are encouraged to further their professional training and take advantage of available training or conferences within or outside of the district.
- B. Board members should arrange travel, accommodations and classes through the superintendent's office.
- C. All board members are to comply with the Board policy on travel expenditures and submitting travel/training expenses.
- D. Board members should report on their conference attendance at the next board meeting.

4.0 BOARD DISTRICT OVERSIGHT

4.1 Establishment of the districts vision, mission and annual goals

- A. The board shall develop district vision and mission statements, as needed.

4.2 Boards approval of district goals

- A. The superintendent shall examine district goals and if necessary develop or revise them at least on an annual basis.
- B. District goals shall be presented to the Board by the superintendent and approved by the Board at the August meeting.

4.3 Boards approval of district and building performance objectives

- A. The superintendent shall develop performance objectives for District and campus performance from time to time and at least on an annual basis.
- B. District and campus performance objectives shall be presented to the board by the Superintendent and approved by the board.

4.4 Boards approval of District and Building

- A. The Superintendent shall develop District Improvement Plans from time to time and at least on an annual basis.
- B. District Improvement Plans shall be presented to the board by the Superintendent and approved by the board.

4.5 Boards review of the districts progress toward goals accomplishments

- A. Board members will be continually guided by what is best for all students in the district.
- B. The Board will annually review the district goals.
- C. Each Board member will be given by the administration a copy/ link of the district's progress towards goals prior to the review meeting.

4.6 Boards review of the instructional program

- A. Board members will be continually guided by what is best for all students in the district.

- B. The Board will annually review the instructional program for each subject category.
- C. Each Board member will be given a copy of the instructional program prior to the meeting.

4.7 Boards review of programs other than instructional programs

- A. Each Board member will be continuously guided by what is best for all students of the district.
- B. The Board will review annually non instructional programs (i.e. Athletics)

4.8 Development and adoption of the district budget (full cycle)

- A. The Board president shall appoint three (3) members of the Board to be on the Finance Committee.
- B. The Finance committee shall meet with the administration as needed during the year to review the school budget and make changes as necessary to meet the district goals within the expected revenues and expenses.
- C. Board members will not individually undertake to observe the performance of employees, including classroom teachers, for the purposes of “evaluating” a teacher’s performance.

5.0 POLICY / PROCEDURES

5.1 Review of Board policy

- A. Board Policies are reviewed and updated annually as needed by the Board policy committee.
- B. Revised Board policies are approved by the Board.

5.2 Development of Board policy

- A. New board policies are developed in response to requested district or administration needs to the Board policy committee.
- B. New board policies are approved by the Board.

5.4 Development of administrative procedures

- A. New administrative procedures are developed in response to district or administration by the Superintendent and presented to the Board policy committee.
- B. New administrative procedures are presented to the Board as informational.

6.0 PERSONNEL

6.1 Evaluation of the superintendent (full cycle)

An annual evaluation of the Superintendent shall be made a part of the Board’s annual calendar.

Each Board Member shall complete an evaluation, to be compiled by the Board President who will then share the results with Board Members.

- A. The Board will use a state-approved evaluation tool.

- B. Training on the evaluation tool must be provided to all evaluators, which include Board Members.
- C. The Board shall evaluate the Superintendent's performance annually unless he/she has received three ~~Highly Effective Evaluations~~ **consecutive effective evaluations**.
- D. The Superintendent may give the Board a self-evaluation including supporting Documentation.
- E. The Superintendent may choose to have his/her review during a closed or open Session of the Board.
- F. The Board will recommend and approve the Superintendent evaluation in open Session.
- G. The Board will review and recommend contract provisions for the Superintendent.

6.2 Board member's concerns about the superintendent's professional performance

- A. We value the superintendent role in the community and how the district is represented. If this representation is less than favorable and witnessed by a Board member the Board member shall:
 - 1. Communicate their concerns directly to the superintendent
 - 2. Communicate with the Board President to address questions and/or concerns.

6.3 Hiring of personnel other than the superintendent

- A. The Board does not directly hire any personnel other than the superintendent.
- B. The personnel changes shall be presented to the Board monthly by the administration and approved by the Board.

Code of Ethics

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

- I will bring about desired changes through legal and ethical procedures, upholding and enforcing all laws, administrative rules and regulations, court orders pertaining to schools and district policies and procedures.
- I will make decisions in terms of the educational welfare of all children in the District, regardless of ability, race, religion, creed, sex, sexual orientation, national origin, disability or social standing.
- I will recognize that the Board must make decisions as a whole, as a body corporate, and make no personal promise or take private action that may compromise the role and integrity of the Board.
- I will focus Board action on policy making, goal setting, planning and evaluation as outlined in Board policy and state law.
- I will vote to appoint the best qualified personnel available after due consideration of the recommendation by the Superintendent. I will insist on regular and impartial evaluation of all staff by the Superintendent.
- I recognize that the role of the Board is to govern and oversee the management of the District. I will delegate authority to the Superintendent for the day to day operations of the district.
- I will not step outside my role to govern and oversee the management of the district by seeking to participate in the administration of the day to day operations of the District.
- I will hold confidential all matters that if disclosed may have a negative impact on the District. I will respect the confidentiality of information that is privileged under applicable law, including closed session discussions.
- To the extent possible, I will attend all regularly scheduled and specially set Board meetings, arrive on time, and I will be informed of the issues to be considered at the meetings.
- I will assist in making policy decisions only after full discussion at publicly held Board meetings, and I will render all decisions based on available facts, and I refuse to surrender judgment to individuals or special groups.
- I will refrain from using my Board position for personal or partisan gain.
- I will disagree in an agreeable manner. I will not hold grudges or question other Board member's ethics or motives as to their vote or views on issues.
- I will be firm, fair, just and impartial in all decisions and actions.

HAZEL PARK BOARD OF EDUCATION OPERATING PROCEDURES

- I will respect the majority decision as the decision of the Board.
- I will encourage the free expression of opinion by all Board members. I will make a good faith effort to understand and accommodate the views of others.
- I recognize the appropriate channels to refer complaints to the Superintendent and will do so.
- I will seek communication between the Board, students, staff, and the community at Board meetings as required, to conduct Board business.
- I will communicate to fellow Board members and the Superintendent at appropriate times, expression of public concerns.
- I will become informed about current educational issues and seek continuing education opportunities such as those sponsored by state and national Board associations.
- I will disseminate pertinent information gathered at training workshops and conventions with the Superintendent and fellow Board members.
- I will share school district information with other Board members.

As Board President...

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

I acknowledge that I have read and understand the above Hazel Park Board of Education Protocols, as written.

Printed Name

Signature

Date



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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Update Policy VI Finance
Date: August 12, 2024

As presented at the January 22, 2024, Organizational Meeting, the following position titles have been authorized to use District credit and debit cards for official school district business. The Board of Education requested to be specific on the amount for staff who have over a \$5000 limit. This would be brought to the board at the August 19th meeting.

- Superintendent \$10,000
- Assistant Superintendent \$20,000
- Administrator \$5,000
- Principal \$5,000
- Supervisor/Coordinator \$5,000
- Building and Administrative Secretaries \$5,000
- Maintenance Staff \$5,000
- Technology Director \$100,000
- Business Office Staff : \$250,000

- Other positions as designated by the Superintendent
- Individual limits can be raised at the approval of the superintendent for approved expenditures, not exceeding 30 days.

Strategic Goal Alignment - The request for allocating the dollars focuses on the following
Resources: The Hazel Park School District will maximize its resources to assure high quality education by fostering financial stability, preserving and utilizing quality facilities, and integrating state-of-the-art technology.

Funding Source: N/A

Recommendation

That the Board of Education approve Policy IV Finance update, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



ARTICLE VI. FINANCES

Section 1. Fiscal Management.

The Board holds a position of public trust and accountability requiring it to be a good steward of funds received by the District, and to manage and operate the District in an efficient and effective manner. The District shall comply with all applicable federal and state laws, rules and regulations relative to the fiscal management of the District, including, but not limited to, the Uniform Budgeting and Accounting Act, MCL §141.421, *et seq.*

The Superintendent shall oversee financial processes, procedures and internal controls to ensure the proper accounting of all District funds received and expended by the District in accordance with Generally Accepted Accounting Principles (“GAAP”) and applicable law. The Superintendent shall ensure that the Board receives in a timely manner monthly financial statements and reports, quarterly reports, and any other financial reports necessary or requested by the Board.

Section 2. Deposit of School Funds.

At the first regular meeting of the fiscal year, the Board shall designate the bank(s) or trust companies in which the funds of the District shall be deposited. Within three (3) business days after it receives funds, the treasurer shall deposit or cause to be deposited, funds of the District in a bank, credit union or other eligible financial institution authorized by the Board.

Section 3. Annual Budget and Fund Equity.

The Board is legally required to adopt an annual budget prior to July 1 of each year for the upcoming fiscal year. The budget is based on projected student enrollment and includes a statement of anticipated revenues from all sources and anticipated expenditures by the District. The annual budget shall be prepared and published in conformity with GASB 54. The Board may establish a minimum fund balance goal consistent with applicable law.

The Superintendent is responsible for preparation of the proposed annual budget and timely presentation to the Board. The Board shall hold a public hearing on the proposed budget in May/June of each year as required by law. The final adoption of the proposed annual budget shall be made by the Board after completion of the public hearing, but no later than June 30.

On a monthly [quarterly] basis, the Superintendent shall inform the Board of actual or anticipated budget variances and the reason(s) for the budget variances. The Superintendent shall prepare amended budgets for the Board's consideration and adoption based on the budget variances, as necessary.

The Board may establish priorities for the District on a short-term, intermediate and long-range basis. The Board encourages the Superintendent to develop a rolling, detailed three (3) year forecast of estimated revenues, expenditures and fund balance, to be reported annually to the Board during its June Board meeting.

Within 30 days after the Board adopts its annual operating budget for the upcoming fiscal year, or adopts a subsequent revision to or amended budget, the District shall make available to the public all of the information required under federal and state law, through a link on its website home page in a form and manner prescribed by the Michigan Department of Education. The Superintendent shall ensure that the District complies with all federal and state reporting requirements.

Section 4. Grant Funds.

The Board encourages the solicitation and use of grant funds to enhance the District's educational program, school environment and opportunities for students. The Superintendent, administrators and staff are encouraged to identify, evaluate and apply for grants that will support the District's programs, goals, projects, and priorities. The Superintendent must approve each grant proposal prior to its submission and the Board must approve and accept all grants offered to the District. 75

The Superintendent is responsible for the efficient and effective administration of grant funds. The financial management and administration of grants must adhere to all applicable federal, state and local laws, rules and regulations, any grantor rules, regulations and conditions of the grant award, and the District's policies and administrative guidelines, and shall comply with OMB Circular A-87 and EDGAR (part 76) regarding allowable costs for the use of federal grant funds.

Section 5. General Purchasing.

In order to maintain effective control over the purchase of supplies, materials and equipment for the District, the purchase of all supplies, materials and equipment shall comply with all applicable Board policies, as well as all applicable State and Federal laws, rules and regulations.

It is the general policy of the Board that the purchase of all supplies, materials and equipment be at the lowest possible cost in the best interest of the District and all purchases must be within budget allocations. All procurement processes should use good administrative practices and judgement and free of any real or apparent conflict of interest. All procurements are to be conducted in a manner which provides open competition as required by law. The lowest responsible bidder shall generally be awarded the contract; however, the Board reserves the right to accept any bid/proposal that it feels is in the best interest of the District.

If the reasonably anticipated purchase price for the supplies, materials or equipment exceeds the State of Michigan competitive bidding threshold, as adjusted annually, a procurement process with competitive bids/proposals is required. However, competitive bids/proposals are not required for the purchasing of food unless the food purchased in a single transaction costs \$100,000 or more. Board approval is required for purchases over the State of Michigan competitive bidding threshold, as adjusted annually.

Purchases made using competitive bids provided through the State of Michigan programs, other consortiums, or cooperative bids shall satisfy the requirements of this Policy, unless applicable State or Federal law requires otherwise.

The Board reserves the right to: i) accept or reject any and all bids/proposals, in whole or in part; ii) waive any informalities or irregularities in the procurement process or a bid/proposal; iii) award the contract to other than the lowest bidder.

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Section 6. Purchasing with Federal Funds

In order to maintain effective control over the purchase of supplies, materials, equipment and services with Federal monies or under a Federal grant, the District shall follow all applicable Federal laws, regulations and standards, as well as all applicable Board policies and applicable State laws, rules and regulations, including but not limited to applicable provisions of the Uniform Grant Guidance, 2 CFR 200.317-200.327.

It is the general policy of the Board that the purchase of all federally funded supplies, materials, equipment and services be at the lowest possible cost in the best interest of the District and all purchases shall be within budget allocations. All procurement processes shall use good administrative practices and judgment and be free of any real or apparent conflict of interest. All procurements are to be conducted in a manner which provides open competition. The lowest responsible bidder shall generally be awarded the contract; however, the Board reserves the right to accept any bid/proposal that it feels is in the best interest of the District.

When purchasing supplies, materials or equipment with Federal monies or under a Federal grant, the procurement processes shall also be in accordance with and follow Section 5 – General Purchasing.

When procuring services with Federal monies or under a Federal grant, if the reasonably anticipated cost is less than \$250,000, then the District shall contact a reasonable number of potential vendors and obtain informal written quotes for the services from at least three (3) vendors, to the extent possible. If the reasonably anticipated cost for services which will be funded by Federal monies or under a Federal grant is at or over \$250,000, competitive bidding shall be used for the procurement of those federally funded services. If it is determined that a formal competitive process for the procurement of services costing less than \$250,000 is in the best interests of the District, the District may use an appropriate competitive bidding process to obtain bids/proposals for the services.

Procurement of federally funded supplies, materials, equipment or services through solicitation of a proposal from only one source may be used only when one or more of the following circumstances apply:

- The item can be verified to be only available from a single source;
- The public necessity or emergency will not permit a delay resulting from the competitive bid process;
- A noncompetitive bid/proposal is expressly authorized by the awarding agency; or
- After solicitation of a number of sources, competition is determined inadequate.

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The Board reserves the right to: i) accept or reject any and all bids/proposals, in whole or in part; ii) waive any informalities or irregularities in the procurement process or a bid/proposal; iii) award the contract to other than the lowest bidder.

Section 7. Construction.

A. General Guidelines

1. The Superintendent shall develop an efficient system for the construction of new school buildings, and additions to, repair or renovation of, or energy conservation improvements to existing school buildings, and shall develop and implement administrative rules and procedures for District personnel regarding the same, that are in compliance with all applicable laws and this policy. All procurement processes should use good administrative practices and judgement and free of any real or apparent conflict of interest. All procurements are to be conducted in a manner which provides open competition.
2. Before commencing construction of a new school building, or addition to or repair or renovation of an existing school building, the Board of Education shall obtain competitive bids on all the materials and labor required for the complete construction of a proposed new building or addition to or repair or renovation of an existing school building.
3. Subsection A(2) of this section does not apply to the following:
 - a. Repair work normally performed by School District employees;
 - b. Construction of a new school building, addition to or repair or renovation of an existing school building if the total cost for the materials and labor costs less than the State of Michigan Competitive Bidding Threshold; and
 - c. Emergency Repairs to School District Buildings. However, such emergencies must arise as a result of circumstances which if not timely repaired could affect the health, safety or welfare of the School District's students, staff or property. All emergency repairs must be reported to the Board after repair and should be ratified by the Board at its next regularly scheduled Board meeting.

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B. Bidding Procedures

1. Construction projects where the materials and labor cost less than the State of Michigan Competitive Bidding Threshold may be made without obtaining competitive bids, provided that such procurement shall be made in accordance with School District Administrative Guidelines and applicable law. Projects may not be divided into

subunits or separate contracts for the sole purpose of avoiding the State of Michigan Competitive Bidding Threshold or the bidding requirements of this Paragraph.

2. Construction Projects where the materials and labor cost an amount equal to or greater than the State of Michigan Competitive Bidding Threshold

a. The Board shall advertise for bids by placing an advertisement for bids at least once in a newspaper of general circulation in the area where the building or addition is to be constructed or where the repair or renovation of an existing building is to take place and by posting an advertisement for bids for at least two (2) weeks on the website designated by the State of Michigan and maintained for this purpose.

b. The advertisement for bids shall do all of the following:

i. Specify the date, time and location by which all bids must be received by the Board;

ii. State that the Board will not consider or accept a bid received by the Board after the date and time specified for bid submission;

iii. Identify the time, date, and place of a public meeting at which the Board, or its designee, will open and read aloud each bid received by the Board by the date and time specified in advertisement; and

iv. State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Board or the Superintendent of the School District. The Board shall not accept a bid that does not include this sworn and notarized disclosure statement.

c. The Board shall require each bidder for a contract under this Policy to file with the Board security in an amount not less than 1/20 of the amount of the bid conditioned to secure the School District from loss or damage by reason

of the withdrawal of the bid or by the failure of the bidder to enter a contract for performance, if the bid is accepted by the Board.

d. The Board shall not open, consider, or accept a bid that the Board receives after the date and time specified for bid submission in the advertisement for bids as described in Subsection B(2)(b) of this section.

e. At a public meeting identified in the advertisement for bids described in Subsection B(2)(b) of this section, the Board, or its designee, shall open and read aloud each bid that the Board received at or before the time and date for bid submission specified in the advertisement for bids. The Board may reject any or all bids, and if all bids are rejected, shall re-advertise in the manner required by this Policy.

f. Any procurement which ensues from a competitive bid solicitation shall be awarded to the lowest responsible bidder, and the purchase shall be approved by the Board of Education.

g. Any construction projected funded in whole or in part by Federal monies or under a Federal grant, the School District must follow all applicable Federal laws, regulations and standards, as well as all applicable Board policies and applicable State laws, rules and regulations. 80

h. All solicitation documents issued by the School District shall reserve in favor of the School District:

a. The right to accept or reject any or all bids, in whole or in part;

b. The right to waive any irregularities or informalities contained in any response/proposal to a bid solicitation to the extent not prohibited by law; and

c. The right to accept a bid other than the lowest bid.

Section 8. District Credit Cards.

The Board of Education recognizes that bank credit cards offer a convenient, efficient method of purchasing goods and services for the District. The Superintendent shall designate District employees authorized to use District credit cards for official District related purposes only. The Board authorizes a limit of \$5,000.00 for each credit card **except for central office employees. Credit limits will be expanded for central office in order to utilize the great earning potential for the district. These limits shall be reviewed on a yearly basis with the Board of Education.** The Superintendent shall oversee the use of District credit cards.

All purchases using a District card must be made by the individual to whom the card is issued, and a detailed report with the receipt(s) of the purchase must be submitted to the business office within five (5) business days of the purchase(s). The card may only be used for the purchase of goods or services for the official business of the District, and may not be used for purchases for personal purposes or cash advances. Under no circumstances shall the card be used to purchase alcohol, personal items or services, or personal entertainment. All invoices/statements must be approved by the Superintendent prior to payment. The balance, including any applicable interest, shall be paid within not more than sixty (60) days of the initial invoice/statement date. Card holders shall immediately surrender their card upon request of the Board or the Superintendent, or upon separation from employment with the District. A lost or stolen card must be immediately reported to the Superintendent.

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Any unauthorized use or misuse of the credit card by a District employee may result in disciplinary action, to and including termination.

Section 9. Investments.

Prudent oversight of the District's funds by the Superintendent is required. The Superintendent is responsible for making prudent investment decisions of the District's funds that are not speculative, risky or subject to extreme volatility. The Superintendent shall oversee procedures and internal controls to protect the District's investments. The procedures must comply with the requirements of the Governmental Accounting Standards Board (GASB) and the Michigan Revised School Code.

The financial reports submitted to the Board on a monthly [quarterly] basis shall disclose the District's investments with a summary of allocation of assets, credit, investments and risks to the District's investments in accordance with generally accepted accounting principles.

Investment professionals or advisors utilized by the District shall be approved by the Board in advance of any professional advice or work done on the District's behalf, and must be advised of the School District's investment requirements and restrictions. All investment professionals utilized by the District must meet any required licensing, certification and bonding requirements under state and federal laws, rules and regulations and maintain insurance in the type and amount standard in the industry.

Section 10. Risk Management.

The Superintendent shall be responsible for developing and maintaining a risk management program for the District. The program shall contain methods and procedures for identifying, reducing and eliminating risk and, where prudent and feasible, providing for the purchase of insurance.

Section 11. Audit.

State law requires an annual audit of all accounts of the District by an independent, certified public accountant selected by the Board. The audit shall be conducted in accordance with generally accepted auditing and accounting standards. The audit shall be presented to the Board at a public meeting prior to being filed with the Michigan Department of Treasury and any other reporting entities required by state and federal law. 82

The auditor shall conduct single audits of grants as required by state and federal law, or the terms and conditions of the grant.

Section 12. Fixed Assets/Inventory.

The Superintendent shall develop and maintain a fixed asset/inventory procedure for equipment and supplies purchased for or on behalf of the District or donated to the District. Equipment is tangible personal property that has a useful life of more than one (1) year and an acquisition cost of \$1,000.00 or more. All equipment purchased should be properly tagged and inventoried in accordance with the fixed asset/inventory procedure. Equipment purchased with federal funds should be tagged and inventoried as such and used for the specified purpose only. Disposal of equipment purchased with federal, state or local grant funds must be done in accordance with applicable federal and state laws, rules and regulations. The fixed asset schedule shall be updated on a regular basis to reflect purchases and dispositions of assets.

Section 13. Surplus Property.

The Superintendent shall identify to the Board at least annually District real and/or personal property that is no longer required for District purposes, and shall recommend procedures to be followed for the sale or disposition of such property. Board approval is required for the process to be used to sell or dispose of the property and the ultimate sale or disposition of the property.

Section 14. Bonded Employees.

The Board shall purchase a blanket or surety bond, in an amount proscribed by the Board, for District employees who routinely deal with funds or money of the District.

Section 15. Electronic Transactions.

The District may be a party to an Automated Clearing House (ACH) arrangement. The Superintendent shall be responsible for the District's ACH agreement, including payment approval, account and compliance. All ACH invoices shall be approved prior to payment.

Section 16. Credit Card Holder Data Security.

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If the District accepts credit card payments, all cardholder data obtained by District employees will be protected while in possession, will not be stored or maintained in any format, and will be destroyed when no longer required.

Section 17. Student Activity Fund Management.

All revenues and expenditures of student activity funds shall be properly processed through the internal accounting system of the District. All student activity funds shall be audited annually at the same time as the general fund budget.

Section 18. Fundraising.

Any fundraising projects carried on by a school organization shall require the approval of the Superintendent or building principal. All school-wide fundraising projects shall require the approval of the Superintendent. All fundraising projects shall be compatible with the District's purpose, goals, and general community expectations. The use of the name of the District (either directly or through inference/affiliation) or the Board shall not be used in any fundraising efforts or on any materials, notices or advertising unless the Superintendent's approval is received prior to such use.

Section 19. Vendor Relations.

All contacts by vendors shall be through the Superintendent or the purchasing department. Vendors shall not contact other District employees, Board members or administrators directly unless such contact is approved or authorized by the purchasing department.

Draft



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 Zirmis, Assistant Superintendent of Business and Operations
Subject: Critical Response Group Emergency Maps
Date: 8/7/2024

The District is committed to ensuring the safety and preparedness of our facilities, staff, and students. In alignment with evolving guidance and procedures from local, State, and Federal agencies, we are continually reviewing and updating our emergency preparedness plans.

As part of this ongoing effort, we are updating the emergency evacuation plans posted throughout the District. The Critical Response Group (CRG), who previously updated our building maps to coordinate with local law enforcement through a grant, has provided a quote to enhance these maps by adding evacuation routes for each building.

The cost for adding evacuation routes to the maps is \$750 per building. This update is crucial for ensuring that our emergency plans are comprehensive and that our staff and students can evacuate safely and efficiently in the event of an emergency.

Goal Statement-Resources:

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

Funding Source: General Fund

Recommendation

That the Board of Education approve the creation of evacuation maps by CRG in the amount of \$7,500.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





Ford Administration
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www.hazelparkschools.org

To: Hazel Park Board of Education
From: Jason Ziris, Assistant Superintendent of Business and Operations
Subject: Integrated Pest Management Handbook
Date: August 8, 2024

We are providing an update on the Integrated Pest Management (IPM) Handbook and to seek your approval of the revised plan for the upcoming year.

Overview of the IPM Handbook:

The IPM Plan outlines the goals and expectations for managing pests within our school facilities and surrounding areas.

This plan includes:

- Documentation: Recording pests noted in the area.
- Action Steps: Collaborating with our pest management company to determine and implement appropriate responses.
- Preventive Strategies: Establishing procedures to avoid future infestations.

Maintaining acceptable standards of sanitation and infection control across the district is essential to our students' and staff's health and safety. Preventing pests from infesting our buildings and immediate surroundings is crucial to this effort. For this purpose, a pest is defined as any living creature that may interfere with the safe and sanitary operation of our schools.

To achieve our goal, the plan combines prevention and exclusion techniques, enforces pest management policies, and ensures close collaboration between custodial services, buildings and grounds staff, and our pest management company.

Plan Review and Current Status:

The current Pest Management Handbook has been revised earlier this year to address and incorporate insights from past and current pest issues identified in each building. I am pleased to report that, across the district, we have only experienced minor nuisance issues, with no significant infestations reported in the past year.

We are now bringing this revised Pest Management Handbook to the Board for your approval. Your support in this matter is crucial to ensuring the continued effectiveness of our pest management efforts.

Funding Source: Cost to implement the IPM is budgeted in the General Fund and is essentially the charges incurred for the monthly services of Ecolab.





Strategic Goal Alignment

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

Recommendation

We are asking the Board to approve the Integrated Pest Management Handbook, as presented

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent

STATEMENT OF INTEGRATED PEST CONTROL

HAZEL PARK SCHOOLS

Integrated Pest Management Policy for Michigan Schools

Scope and Application

This integrated pest management (IPM) policy applies to all pest control activities and pesticide use in the school building and related facilities including grounds. Recipients of this policy include faculty, other staff, or any employees monitoring or treating pest problems including any contractors who monitor and/or treat pest problems. Each recipient is required to follow this policy.

Purpose

The goal of this integrated pest management policy is to provide a safe and healthy learning environment that is relatively pest-free with the least possible use of pesticides. To achieve this goal, it is the policy of Hazel Park School District to develop, implement and maintain an integrated pest management program for the control of pests and minimize pesticide exposure to children, faculty, and staff. This policy is consistent with the State of Michigan's Act 451, Part 83 that encourages schools to adopt an IPM strategy. Sanitizers, germicides, disinfectants, or antimicrobials are exempt from the IPM /notification requirements. This policy adheres to the principles of IPM and is conducted in accordance with all federal and state laws and regulations and local ordinances.

Pests are controlled to protect the health and safety of students and staff, maintain a productive learning environment and maintain the integrity of school building and grounds. IPM is a pest management system that uses all suitable techniques in a total management system to prevent pests from reaching unacceptable levels or to reduce existing pest populations to acceptable levels while balancing the risk of the pest with the potential risk of the management technique.

Development of IPM program

The school IPM program written under this policy will state the school's goals regarding the management of pests and the use of pesticides. It will reflect the school's site-specific needs and includes the following elements as required by law:

- a. Site evaluation, including site description, inspection, and monitoring and the concept of threshold levels.
- b. Consideration of the relationship between pest biology and pest management methods
- c. Consideration of all available pest management methods, including population reduction techniques, such as mechanical, biological, and chemical techniques and pest prevention techniques, such as habitat modification.
- d. Pest controls methods selection, including consideration of the impact on human health, especially for children, and the environment.
- e. Continue evaluation of the integrated pest management program.

The Assistant Superintendent of Business and Operations and the Maintenance and Custodial Supervisor of the District shall be responsible for ensuring that an IPM program is developed and is in compliance with Act 451, part 83.

IPM Coordinator

The Assistant Superintendent of Business and Operations and the Maintenance and Custodial Supervisor of the District shall designate an integrated pest management coordinator, who is responsible for the implementation of the school integrated pest management policy. The IPM Coordinator, in accordance with Act 451, Part 83, can also be the schools' contact person

responsible for maintaining records with the specific information on pest infestation and actual pesticide application, and a copy of the school's IPM program.

Education /Training

The school community will be educated about potential pest problems and IPM methods used to achieve the pest management objectives.

The IPM Coordinator, other school staff and pesticide applicators involved with implementation of the school IPM policy will be trained in appropriate components of IPM as it pertains to the school environment.

Students, parents/guardians will be provided with information on this policy and instructed on how they can contribute to the success of the IPM program.

Record keeping

Records of pesticide use shall be maintained on site to meet the requirements of the Michigan Dept. of Agriculture and the school board. Records shall also include, but are not limited to, pest surveillance data sheets and other non-pesticide pest management methods and practices utilized.

Notification/Posting

The Assistant Superintendent of Business and Operations and the Maintenance and Custodial Supervisor of the District or IPM Coordinator of Hazel Park Schools, is responsible for timely pre- notification to students' parents or guardians and the school staff of pesticide treatments pursuant to the requirements under the Natural Resources and Environmental Protection Act 451, Part 83.

Re-entry

In accordance with the Natural Resources and Environmental Protection Act 451, Part 83, reentry to a pesticide treated area may not occur less than 4 hours after application unless product label requires a longer reentry period. "Outdoor ornamental and turf applications of liquid spray pesticides shall not be made on school grounds within 100 feet of an occupied classroom during normal school hours or when persons are using the treatment area".

Pesticide applicators

The IPM coordinator shall ensure that pesticide applicators, all district staff, boosters and volunteers follow state regulations, including licensing requirements, applicator certification or registration, and IPM training, label precautions, and must comply with all components of the School IPM Policy.

Evaluation

Annually, for public schools, the Assistant Superintendent of Business and Operations and the Maintenance and Custodial Supervisor of the District will report to the local school board on the effectiveness of the IPM plan and make recommendations for improvement as needed. For non-public schools and charter schools, the Principal (or Lead Administrator) shall report to their respective governing boards on the effectiveness of the school IPM plan and make recommendations for improvement as needed.

The Assistant Superintendent of Business and Operations and the Maintenance and Custodial Supervisor of the District is responsible to develop guidelines/procedures for the implementation of this policy.

Integrated Pest Management Program For Hazel Park Schools

IPM Objectives

1. KEEP PESTS OUT
2. KEEP THINGS “PEST CLEAN”
3. STORE FOOD IN PLASTIC CONTAINERS
4. GET RID OF CLUTTER
5. GET RID OF CARDBOARD
6. MONITOR FOR PESTS

Focused mitigation of the following items;

1. FOOD
2. WATER
3. WARMTH
4. A HIDING PLACE
5. A WAY IN

RESPONSIBILITIES OF THE PEST CONTROL CONTRACTOR

Ecolab will comply with all Federal and State laws and regulations. Ecolab is responsible for establishing and implementing the pest prevention program, with emphasis on exclusionary techniques. Ecolab is responsible for identifying pest problems and for designing a strategy to eliminate those problems, whenever they can be safely eliminated.

1) RECORDS

Ecolab will maintain pest control application records for every building serviced.

2) SCHEDULE

The pest control operator will provide school management with a schedule of pesticide application, whenever necessary. Currently Ecolab is scheduled onsite visits each month to review the mitigation in place and review logs in every building for issues. Additional visits may be required at the request of the District based on situations encountered in the buildings as needed.

3) INSPECTION OF OUTDOORS AREAS

During the course of a visit, the pest control operator will inspect all areas adjacent to the buildings. The pest control operator will report any existing condition that may create a pest harborage, preventable pest entry point, or breeding grounds. The pest control operator will check the grounds for burrows and other signs of rodents. Because of the dangers associated with their droppings and ectoparasites, the pest control operator will report critters, feral animals, and birds nesting or flocking in the immediate vicinity of the buildings. If in the opinion of the pest control operator, it becomes necessary to establish a control program for critters, birds, or feral pests, the pest control operator will notify school management.

4) INSPECTION OF INDOORS AREAS

The pest control technician will regularly inspect all dietary areas, and any other area where pests are seen or reported. If it is necessary to apply pesticides, the pest control applicator will indicate in writing the type of pesticide used, the rate of dilution (if applicable), the technique of application, and the reason for making the application.

5) PEST CONTROL STRATEGY

The pest control operator will submit to the building manager a report of any pest sighting, including approximate number and type of pest. The pest control operator will notify custodial staff of any housekeeping deficiency or maintenance problem encountered in the course of the inspection. The pest control operator will notify the custodial staff of any repairs that have to be made, or any procedure that has to be changed, to maintain an environment free of pest without resorting to pesticides. The pest control operator will make recommendations to the custodial staff regarding the installation or purchase of

mechanical or electrical means of pest control, should they be needed.

6) APPLICATION OF INSECTICIDES

No pesticide will be applied in the school buildings by anyone other than the pest control operator. Under normal conditions, the pest control operator will apply insecticides only when other means of control have proven impractical or ineffective.

Under the following circumstances, the pest control operator may resort to the use of insecticides other than bait.

- 1) When an unavoidable influx of pest breaches the threshold of acceptance, and proper notification has been given.

- 2) Aerosols or other pesticides may be used when the presence of stinging or poisonous insects creates a clear and immediate danger, and the insects cannot be removed by mechanical means. When this happens, it may be necessary to make some areas of the school off-limit to students and faculty. The scope of the duration of the quarantine will be determined by the pest control operator, based upon the pesticides used and the biology of the insects treated.

- 3) Various pesticides may be used according to label to eliminate particular pests when the schools are closed for extended periods of time, providing that the treatments are performed at least 3 days before the students return.

7) APPLICATION OF RODENTICIDES

Exclusion is paramount and the pest control operator will be diligent in informing management of deficiencies conducive to the influx or breeding of rodents. The pest control operator will take all necessary steps to eliminate rodents from building premises and surrounding areas.

Applications of rodenticides will be limited to areas of the buildings inaccessible to the general public. Rodent control in areas accessible to the public will be done by means of traps or tamper proof bait stations exclusively.

The pest control operator will notify school management of any items found to be contaminated by rodents, so those items can be sanitized or discarded.

8) WEED CONTROL

Ecotec does not get involved in weed control in the Hazel Park School District, and any weed control performed on school property. Weed control is undertaken by District staff and used when necessary to control growth of materials throughout the District. The District only uses ready to use chemicals.

RESPONSIBILITY OF THE SCHOOL DISTRICT

1) NOTIFICATION

School administration will fulfill all statutory parent/guardian notification requirements pertaining to application of pesticides.

2) SANITATION AND REPAIRS

The building manager will maintain building sanitation, and perform all repairs necessary to exclude or avoid pests. The building manager will perform all necessary clean ups following pesticide application.

3) ACCESS

The building manager will provide the pest control operator with access to areas in need of inspection or service.

4) COOPERATION

The building manager will assist the pest control operator in securing the cooperation needed from the Faculty in implementing pest control strategy.

5) EDUCATION

The success of any IPM policy requires the collaboration of all parties using the buildings. The building manager and the pest control operator will set up various mechanisms to inform the students, the faculty and all school employees of the nature of the IPM program. That mechanism may involve literature, formal meetings, lectures or seminars.

OVERVIEW OF BUILDINGS COVERED

- 1) Edison School
- 2) Ford Alternative and Board Office
- 3) High School
- 4) Hoover Elementary
- 5) Longfellow
- 6) Hazel Park Junior High
- 7) Roosevelt School
- 8) United Oak Elementary
- 9) Webb / Jardon Elementary
- 10) Webster Early Childhood

INDIVIDUAL BUILDING INFORMATION

Specific buildings IPMs are listed on individual pages. Note that all blueprints have been eliminated from building IPMs. State regulators or personnel given proper clearance by school authorities will be allowed to view blueprints of school buildings in a controlled setting, under supervision of designated school officials. For security reasons, no building blueprint, copies of building blueprints, building schematics or information pertaining to building construction or floor plan lay-out is to be included in documents available to the general public.

EDISON SCHOOL

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 1650 Mapledale, Hazel Park

Description: 1 story with no basement.

Building includes classrooms, a kitchen, a gymnasium and a multipurpose room / cafeteria. There are administrative offices. There is a separate boiler room, used a custodian's office. It is kept locked and inaccessible to students.

Area: 46,753 sq. ft.

Construction: Commercial

Built in 1957 (renovated 2019)

Usage: Center Program

Pest control history: Custodial Staff maintain logbook in the front office for review by Ecolab Technician. All records are kept for one year.

No significant infestations have been identified. Log book is located in the main entry and maintained by Ecolab. All records are kept for at least one year by pest control company. As with all slab foundation buildings ants and other insects are common which are addressed as identified.

FORD ELEMENTARY

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 1620 E. Elsa, Hazel Park

Description: 1 story with no basement.

Building includes classrooms, a small kitchen, and a gymnasium used as cafeteria. There are extensive administrative offices. There is a separate boiler room, used a custodian's office. It is kept locked and inaccessible to students.

Area: 48,720 sq. ft.

Construction: Commercial

Built in 1957.

Usage: Administrative Center and Alternative High School

Pest control history: Custodial Staff maintain logbook in the front office for review by Ecolab Technician All records are kept for one year.

As with all slab foundation buildings ants and other insects are common which are addressed as identified. Rodents have been noted in the surrounding athletic fields and are baited external to the building on a monthly basis. Fruit flies/nats have been a problem in several areas, a drain solution/disinfectant was applied that appeared to rectify the situation but has persisted in some offices, traps were laid in response. No significant infestations have been identified.

No significant infestations have been identified. Log book is located in the Assistant to Superintendents Office and maintained by Ecolab. All records are kept for at least one year by pest control company.

HAZEL PARK HIGH SCHOOL

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 23400 Hughes, Hazel Park.

Description: 2 story with basement and access tunnels.

Building includes classrooms, Health Center, kitchen, two gymnasiums and adjacent locker rooms. There is a swimming pool on the first floor. This pool has been drained and is in repair along with the locker rooms. There are extensive administrative offices. There is a separate boiler room, kept locked and inaccessible to students.

Area: 215,125 sq. ft.

Construction: Commercial

Built in 1929 with numerous renovations.

Usage: High School.

Pest control history: Custodial Staff maintain logbook in the front office. All records are kept for one year. History includes German cockroaches, Oriental cockroaches, ants and mice.

The City of Hazel Park is serviced by 3 main sewer lines running respectively along 8, 9- and 10-mile roads. The Chrysler production facility located in adjacent Warren have their own power plants, and they pump steam year-round into the 9-mile sewer branch. Consequently, the temperature in the main sewer was conducive to the breeding of Oriental roaches. In the past this has resulted in the need for ongoing preventative treatments. Since the transition of pest management services to Ecolab there have been very few sightings of the roaches recent.

Mice regularly invade the school in the fall. Keeping the doors open at that time of the year is unavoidable considering building temperature. Rodents are eliminated by use of traps in the fall. Bait is never used, except in permanently locked area such as boiler room and around dumpster enclosures.

No significant infestations have been identified.⁹⁷ Log book is located in the main entry and maintained by Ecolab. All records are kept for at least one year by pest control company.

HOOVER ELEMENTARY

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024
Environment: Suburban

Location: 23720 Hoover, Hazel Park

Description: 1 story with no basement.

Building includes classrooms, a small kitchen, and a gymnasium used as cafeteria. There are administrative offices. There is a separate boiler room, used as a custodian's office. It is kept locked and inaccessible to students.

Area: 42,150 sq. ft.

Construction: Built in 1954 most recent renovation was 2003.

Usage: Elementary School

Pest control history: Occasional pavement ants in kitchen and in the vicinity of courtyard entryways. Bait accordingly. Custodial staff are assigned to maintain logbook in the front office. All records are maintained for 1 year.

Log book is located in the main office and maintained by Ecolab. All records are kept for at least one year by pest control company.

LONGFELLOW

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 570 E. Mapledale, Hazel Park.

Description: 1 story with no basement.

Area: 31,490 sq. ft.

Construction: Commercial

Built in 1954 with most recent renovation in 2004

Usage: Rented to Third Party for Food Service Activities

Building is inspected monthly for rodents and insects. Treated when necessary.

Log book is located in the main entry and maintained by Ecolab. All records are kept for at least one year by pest control company.

HAZEL PARK JUNIOR HIGH

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 22770 Highland, Hazel Park.

Description: 2 stories with no basement.

Building includes classrooms, a large kitchen, and 2 gymnasiums, separate commons that doubles as a cafeteria. There are extensive administrative offices. There is a separate boiler room, used a custodian's office. It is kept locked and inaccessible to students.

Area: 123,400 sq. ft.

Construction: Commercial

Built in 2006.

Usage: Middle School

The previous school on this location was torn down to make room for a brand new, state of the art building, which opened in September 2006. The building is inspected monthly.

Mice regularly invade the school in the fall. Rodents are eliminated by use of traps in the and the current year has seen considerably less occurrences. Bait is used in permanently locked area such as boiler room and around dumpster enclosures. Ants are an occasional problem but are baited when identified.

Log book is located in the main entry and maintained by Ecolab. All records are kept for at least one year by pest control company.

ROOSEVELT

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 24131 S Chrysler Drive, Hazel Park

Description: 1 story with no basement.

Building includes classrooms, a small kitchen, and a gymnasium used as cafeteria. There are administrative offices. There is a separate boiler room, used a custodian's office. It is kept locked and inaccessible to students.

Area: 34,092 sq. ft.

Construction: Commercial

Built in 1955.

Usage: Alternative High School

Pest control history: Occasional pavement ants in kitchen. Bait accordingly. Custodial staff assigned to maintain logbook. All records are kept for one year by pest control company. There were areas that indicated mice activity due to the storage of seed and other staples, which were removed, no further activity was noted.

No other significant issues noted throughout the year, occasional ant issues which are addressed as identified.

Log book is located in the main entry and maintained by Ecolab. All records are kept for at least one year by pest control company.

UNITED OAKS ELEMENTARY

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 1001 E. Harry, Hazel Park

Description: 1 story with no basement.

Building includes classrooms, a small kitchen, and a gymnasium used as cafeteria. There are extensive administrative offices. There is a separate boiler room, used a custodian's office. It is kept locked and inaccessible to students.

Area: 50,585 sq. ft.

Construction: Commercial

Built in 1956 extensively remodeled in 2002

Usage: Elementary school.

Pest control history: No significant pest problem reported since the 2002 comprehensive remodeling. Log book is located in the main entry and maintained by Ecolab. All records are kept for at least one year by pest control company.

WEBB/JARDON SCHOOL

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 2100 Woodward Heights, Ferndale.

Description: 1 story with no basement.

Building includes classrooms, a kitchen, a gymnasium and adjacent locker rooms. There is a swimming pool on the first floor. The pool has been drained and is no longer in use. There are extensive administrative offices. There is a greenhouse which is used year-round. There is a separate boiler room, kept locked and inaccessible to students. There are extensive tunnels under the building for mechanical access.

Area: 145,600 sq. ft.

Construction: Commercial

Built in 1956 with numerous renovations

Usage: Elementary and Special Education Programming.

Pest control history. Pest history includes German and Oriental cockroaches and mice. There was a significant event with the reoccurrence of the roaches during summer of 2022. It was identified that a sewer line had cracked providing conditions conducive to growth, repairs were made and the problem has been eliminated. There have not been consistent reoccurring issues.

Log book is located in the main entry and maintained by Ecolab. All records are kept for at least one year by pest control company.

WEBSTER ELEMENTARY

STATEMENT OF IPM

This building is covered by the general Statement of IPM, reviewed in August 2024

Environment: Suburban

Location: 431 W. Jarvis, Hazel Park

Description: 1 story with no basement.

Building includes classrooms, a small kitchen, and a gymnasium that can be used as a cafeteria. Students currently eat in their classrooms. There are some administrative offices. There is a separate boiler room. It is kept locked and inaccessible to students.

Area: 62,4450 sq. ft.

Construction: Commercial

Built in 1954

Usage: Early Childhood Center

Pest control history: Occasional mice and ants as are common in slab foundation buildings. There are reports of ants in classrooms but this is to be expected due to the age of the students and breakfast and lunch is served in the classroom. In most cases this is addressed by cleanings to remove any food sources.

There was bee activity in the courtyard in 2022, Ecolab addressed the issues without further infestation.

No significant infestations have been identified. Log book is located in the main entry and maintained by Ecolab. All records are kept for at least one year by pest control company.



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: Roosevelt Gym Floor Replacement
Date: 8/7/2024

We have a necessary maintenance action regarding the gym/cafeteria floor at Roosevelt. It was observed that the floor was experiencing significant buckling. Upon investigation, it was determined that the issue was not with the urethane flooring itself but with the underlayment beneath it, which was causing the buckling.

This situation has escalated into a trip and safety hazard, making it imperative to address the issue promptly. Given the circumstances, replacing the floor is deemed the most effective solution to ensure the safety of our students and staff.

The summer break provides an opportune time to undertake this work, minimizing disruption to the school schedule. The mastic adhering the subfloor was identified to contain asbestos and required abatement and a poured urethane gym floor material was used for replacement.

Pulastic Classic 110 on Subfloor: This system is comprised of a layer of 3/4" Plywood fastened to the concrete slab below with a 6-mil Vapor Barrier. The Pulastic Classic 110 system is made up of a 9mm Classic shock pad glued directly to the plywood subfloor, with 2mm urethane resin over top. A topcoat will be applied across the entire surface in one color and stripe game lines for one basketball and one volleyball court. New Threshold transitions and wall-base around the perimeter of the floor.

This pricing is available through the purchasing cooperative Sourcewell Contract #031022-RBI. Hazel Park Community Schools - Sourcewell Account #158348.

Total cost for the abatement and flooring system installed is \$65,155.42.

Goal Statement-Resources:

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: Sinking Fund

Recommendation

That the Board of Education approve the replacement of the Roosevelt Gym Floor for \$65,155.42

**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: Oakland 80 Office Cubicles
Date: 8/7/2024

We received a request from Fernando Monge of the Hazel Park Promise Zone regarding the need for a private space to hold confidential conversations with students from HP Advantage Alternative School. To address this need, it was proposed to utilize the available, unused space in the Media Center.

There is available funding to support this initiative, which will be used to purchase cubicles that provide the necessary privacy. A quote has been obtained, and a mock-up of the chosen design is attached for your review.

This solution not only meets the immediate need for private meeting space but also makes effective use of underutilized areas within our facilities. We believe this will significantly benefit our students by providing a safe and private environment for sensitive discussions.

Please review the attached quote and design mock-up.

Total cost for the cubicles is \$8,135.50

Goal Statement-Resources:

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, FASFA Grant

Recommendation

That the Board of Education approve the purchase of the cubicles for Oakland 80 staff in the amount of \$8,135.50.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent

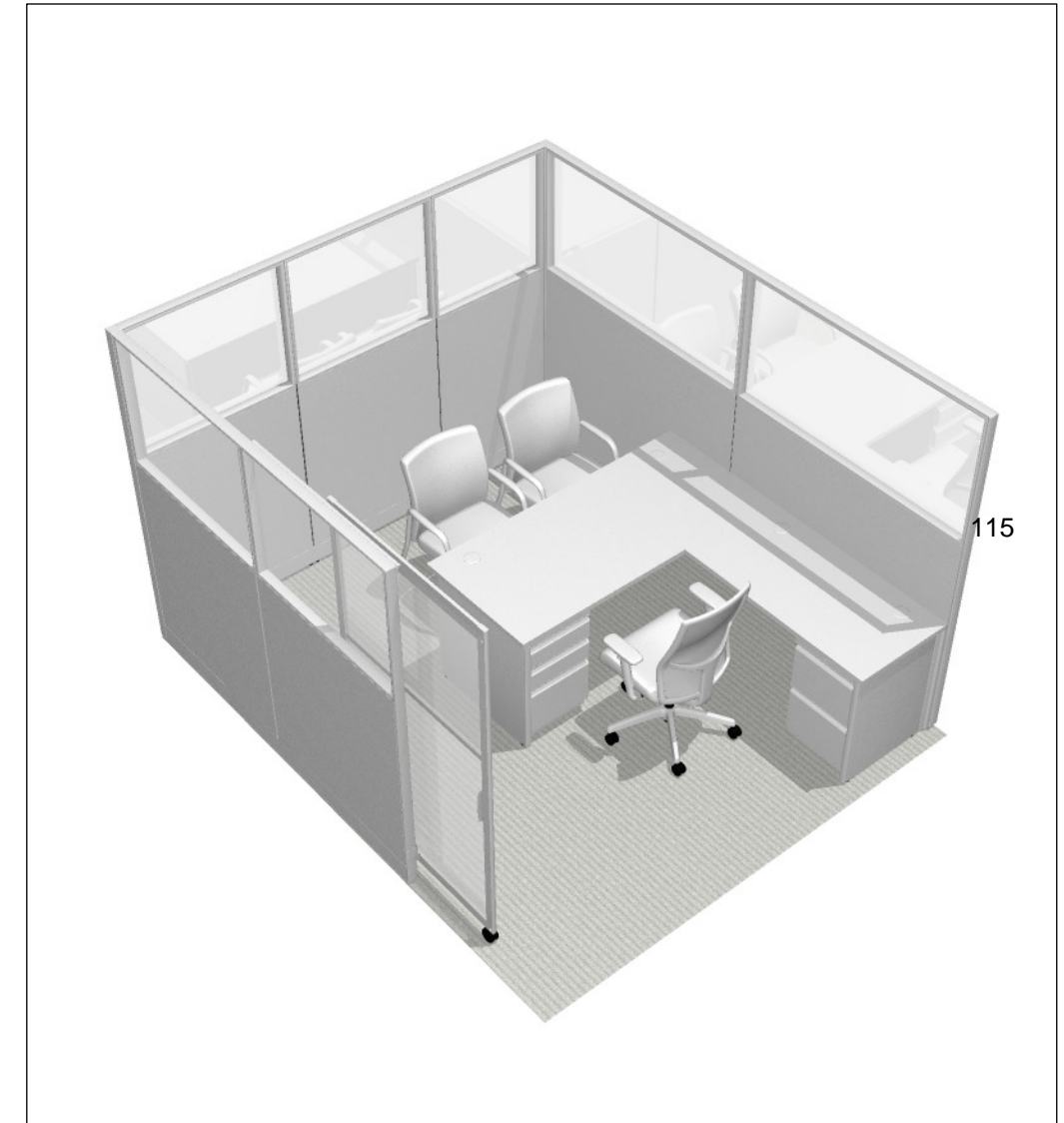
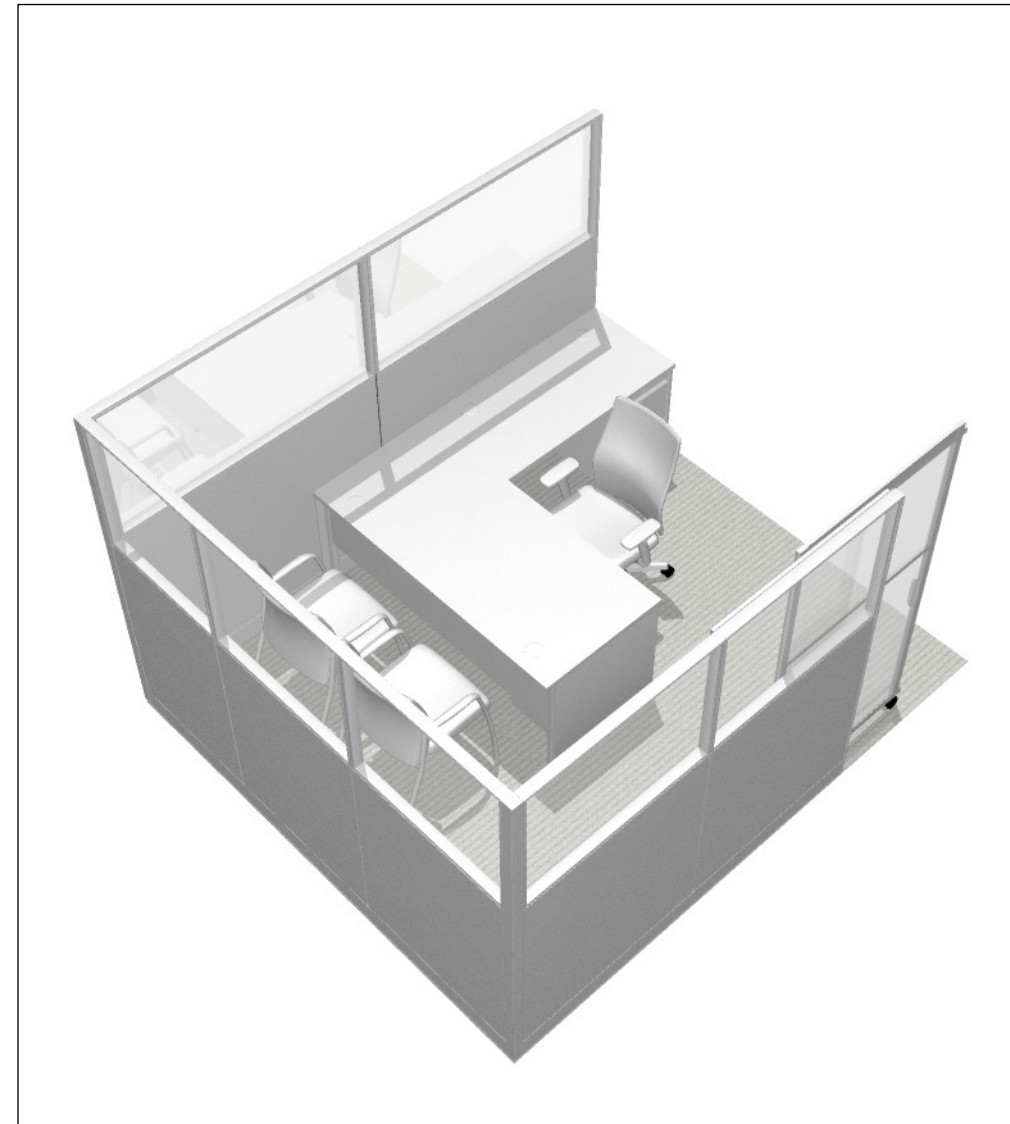
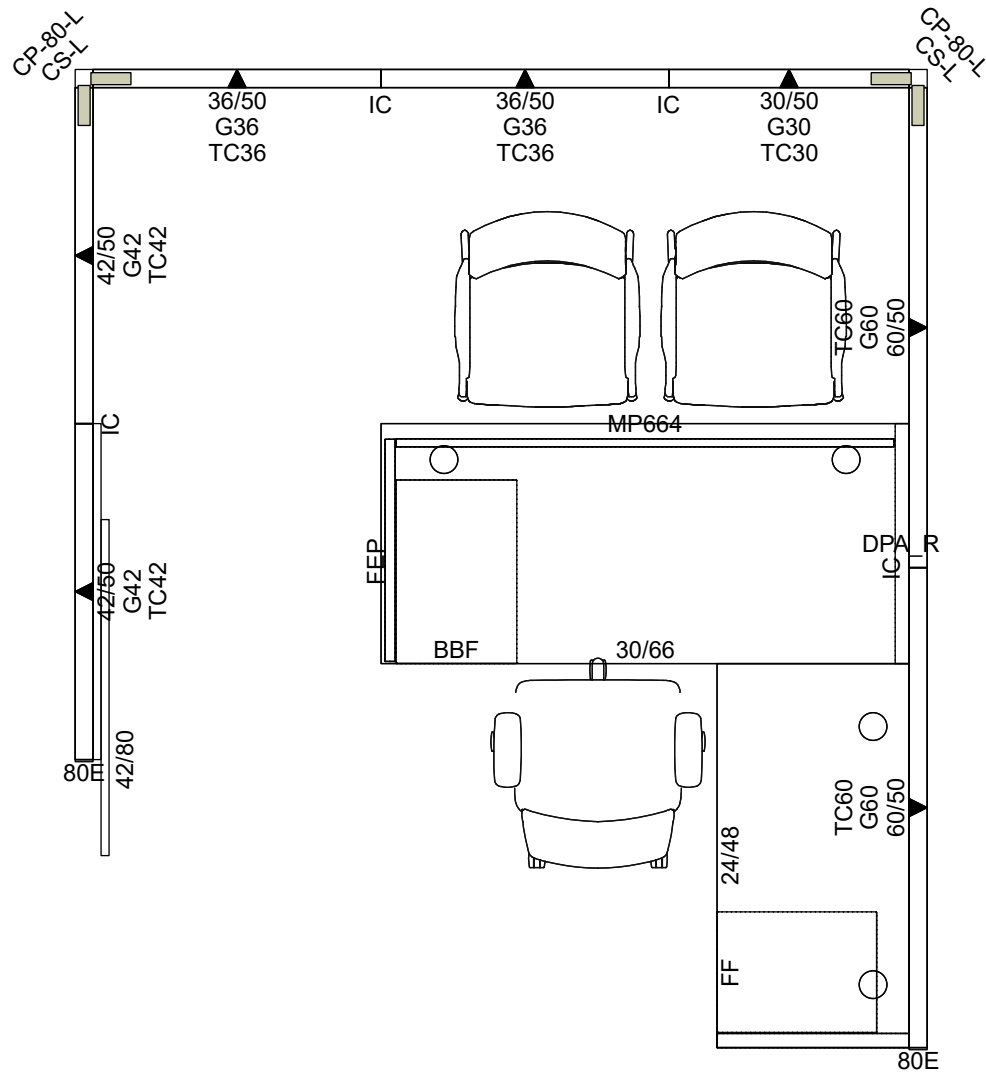


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Ford Administration
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5200 | F: 248-544-5223
www.hazelparkschools.org

To: Amy Kruppe, Superintendent
From: Jason Zirmis, Assistant Superintendent of Business and Operations
Subject: Energy Savings Performance Contract
Date: 8/7/2024

Trane and the District have been exploring ways to utilize an Energy Savings Performance Contract that utilizes the savings from future operating cash flow generated by replacing aging infrastructure. It was identified that the lighting throughout the District could be transitioned to LED which would generate significant cash flow savings from operations over the next 10-20 years. There are other areas of interest that Trane has identified and will be exploring over the next few months to maximize the operational savings over the life of the improvements.

Depending on the savings identified, Trane will provide a number of items that the District can then implement through the issuing of non-voted energy conservation improvement bonds. The bonds would allow the District to finance the projects brought forward to, and approved by the Board at a future Board Meeting later in the year once the analysis is complete.

Goal Statement-Resources:

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: Future Operational Cost Savings

Recommendation

That the Board of Education approve the contract for Energy Savings Performance, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent





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

To: Hazel Park Board of Education
From: Dr. Amy Kruppe
Subject: August Grant Updates
Date: August 12, 2024

As we move into the new school year, I would like to provide you with an update on the grants our school district has received. These grants will play a crucial role in supporting our programs and initiatives throughout the year.

Grant Updates:

1. HP & Winning Futures Grant:

Amount: \$25,000 (covered by Promise Zone through a grant)
Purpose: A nationally recognized and award-winning expert in empowering high school students to succeed. They use an evidence-based and structured Workforce Prep program; students throughout Metro Detroit are immersed in a research-based, multi-channel, seven-year workforce prep and mentoring program that begins in tenth grade and continues through four years of college or trade school. The program includes mentoring, life skills development, goal setting, job readiness training, and career exploration. With help from volunteer mentors and partnerships with the business community, students are empowered to become self-reliant, employable, and productive adults with defined academic and career goals, and highly desirable workforce skills. Since 1994, we have positively impacted more than 50,000 students and awarded more than \$2.1 million in scholarships.

2. MSU College Advisory Corp Grant:

Amount: \$15,000 (covered by promise zone)
Purpose: MSU College Advising Corps (MSUCAC) is a program filled with opportunities for recent college graduates. MSUCAC places recent MSU graduates in high schools throughout the state of Michigan to serve alongside counselors and other college access organizations. These near-peer College Advisors assist high school students and their families with college searches, essay writing, SAT/ACT prep, college applications, FAFSA completion, scholarship searches, college visits, and successfully transitioning to post-secondary education, including four-year or two-year institutions and trade or technical schools.

3. 2024-25 Community School Grant:

Amount: \$100,000
Purpose: A Community School is a neighborhood hub that students, families, staff and the surrounding community can take pride in. These groups all play a vital part in the success of the school, helping ensure that every student is successful. Community Schools offer academic support, social and emotional learning, and health and wellness resources. The result is a network of schools that provide family and community engagement in a safe and supportive climate.





4. Southeastern Michigan Health Association (SEMHA) Grant:

Amount: \$5,000

Purpose: Southeastern Michigan Health Association is a non-profit public health organization. This grant was written for peer to peer programming.

5. Talent Together

Amount: Reimbursement of costs for staff

Purpose: Talent Together is an **innovative partnership** led by all 56 **intermediate school districts (ISDs) in Michigan** that works to remove barriers to the teaching profession including cost, proximity, and complexity.

6. Michigan Arts & Culture Council

Amount: \$20,000

Purpose: The Michigan Arts and Culture Council (MACC) guides the distribution of grants to entities who provide arts and cultural programs and services throughout Michigan ensuring that every citizen and community enjoys the civic, economic and educational benefits of arts and culture. The Council envisions a Michigan where communities celebrate creative expression and every person has access to, or participates in, arts and cultural experiences.
Hazel Park is utilizing this grant to have an artist in residence in our special education programs.

7. GSRP Contract

Amount: Grant dollars still awaiting allocation

Purpose: The Great Start Readiness Program (GSRP) is Michigan's free PreK program for eligible four-year-olds. Ranked #1 in the U.S., it's a safe place where children learn how to get along with others, share, take turns, and make friends. Math, reading, and thinking skills are taught every day through fun, hands-on activities. GSRP will help make sure your child is ready for kindergarten and beyond.

8. Navigate 360: Compass Curriculum

Amount: \$28,450 value.

Purpose: With Michigan Cares, students can understand how to manage their emotions. Students are struggling, and schools have a responsibility to equip them with the tools to turn their struggles into strategies and find success. This is only possible through investing in their social-emotional education in addition to their academic development. Cultivating life skills like responsible decision- making, demonstrating empathy, and developing healthy coping mechanisms are invaluable as they navigate both the classroom and life beyond. Michigan Cares features hundreds of lessons that support students' social-emotional development and mental health and is **available at NO COST to all Michigan schools and districts.**

9. 2024 National Association of School Nurses (NASN) Agreement

Amount: \$2000

Purpose: The National Association of School Nurses (NASN) is a nonprofit specialty nursing organization, organized in 1968 and incorporated in 1977, representing school nurses exclusively. NASN has 19,000 members and 50 affiliates, including the District of Columbia and overseas. The mission of NASN is to optimize student health and learning by advancing the practice of school nursing.
This grant will have Hazel Park Schools becoming a pilot site for T1D screening .



10. Midwest Equity Center

Amount: N/A

Purpose: The Midwest and Plains Equity Assistance Center is one of four regional Equity Assistance Centers. This center is funded by the United States Department of Education under Title IV of the 1964 Civil Rights Act. The center provides technical assistance and training, upon request, in the areas of race, sex, national origin and religion to public school districts and other responsible governmental agencies to promote equitable education opportunities. Work focuses on the areas of civil rights, equity, and school reform.

This will allow free training for our teaching and learning staff to have free training in the Assessing Bias in Standards and Curriculum Materials tools.

11. 2023 MV ARP Homeless II

Amount: \$ 7,522

Purpose: The American Rescue Plan-Homeless Children and Youth (ARP-HCY) II grant is a one-time fund that provides additional funding to Local Education Authorities (LEAs) to help students experiencing homelessness. The funds are for McKinney-Vento transportation needs for youth in transitional housing that are experiencing homelessness. These unspent dollars were allocated to Hazel Park.

These grants will greatly contribute to our district's ongoing efforts to provide high-quality education and a safe, supportive environment for our students. I will continue to keep you updated on the progress and impact of these grants as the school year progresses.

Strategic Goal Alignment - The request for allocating the dollars focuses on the following
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: N/A

Recommendation N/A

**Memorandum of Understanding Between
Hazel Park and Winning Futures
2024-2025 School Year**

Hazel Park High School and Winning Futures will work together to implement school-based mentoring programs for the 2024-2025 school year.

Winning Futures will:

- Work directly with school to coordinate and implement all programming.
- Develop a program calendar with the school.
- Have our staff work onsite in all mentoring and workshops sessions.
- Implement a cohort-based program
 - **Year 1: (2024-2025 School Year)** school-based mentoring with 10th graders in a year-long class that stays with the same teacher during the same hour all year. We will work with one or two 10th grade mentoring classes for approximately 30 students per class at school during the school day in partnership with a teacher(s) selected by the school. Each class is one-hour long, 18 sessions November – May based upon the school calendar. It takes place during that teacher's classes weekly or once every two weeks depending on the calendar (approximately 22 dates including orientations, post-surveys, and mentoring sessions).
- Screen and train mentors for the program. The following checks are conducted by Winning Futures:
 - Michigan criminal history and Michigan sexual offender registry
 - Verified Volunteers National Background Check Database
- Implement and administer mentoring programs based upon the following best practice model:
 - Continuous support and training for mentors.
 - Implement an evidence-based model.
 - Mentors will follow a structure of Winning Futures topics and activities.
 - Winning Futures will be in regular contact with students and mentors to monitor the match.
- Lead all program logistics and work with school designated liaison for support.
- Report all "red flag" issues to the appropriate school personnel.
- Provide evaluation tools for students, mentors, and teachers.
- Participate in Hazel Park Promise Zone post-secondary committee and attend monthly meetings.
- Share evaluation results with school administration.
- Provide the school with a written School Partnership Assessment mid-year and at the end of the school year to give feedback on the quality of the partnership with the school. If there are issues at the mid-year, we will host a meeting with school administration to discuss it.
- Provide the school with a Program Partnership Assessment for the school to complete on Winning Futures mid-year and at year-end.
- Provide two reports to the Superintendent of the school district and school principal.
 - Semester One update (January/February).
 - Year-End update (August).

Hazel Park High School will:

Coordinate logistics:

- Have **district level** employee as a liaison to Winning Futures for district-related matters.
- Have **school level** administrator as a liaison to Winning Futures for programs.
 - Ability to communicate electronically with Winning Futures staff member on a weekly basis and respond to communications within one business day.
 - Provide emergency cell phone number for after hours (emergencies only).
- Have a **teacher** dedicated to the **10th grade program** – Year 1 (see details below).
 - Provide emergency cell phone number for after hours (emergencies only).
 - Must teach a 10th grade year-long class that stays with the same teacher/students during the same hour all year.
- Have a **liaison** for the **11th and 12th grade program** – Year 2 and Year 3 (see details below).

- Provide emergency cell phone number for after hours (emergencies only).
- Encourage participation and assist with retention of students who begin the Winning Futures program as sophomores to remain in the program throughout the duration of high school.
- Provide no-cost space for meetings and trainings.
- Have secure parking for 22 cars.
- Allow Winning Futures to host student orientations in September with their 10th grade teachers and then pull 11th and 12th graders from class to participate in their customized orientation, also in September.
- Support the unique structure of Year 2 and Year 3 programming
 - Allow 11th and 12th grade Winning Futures students to be excused from class 2-3 times per semester to participate in program activities.
 - Work with teachers to allow the students to have an excused absence.
 - On scheduled workshop days, the school will excuse the designated Winning Futures students (11th or 12th) from class during that time.
 - The school will call them down through an all-school announcement or by directly calling teachers.
 - The school will reserve a designated room with technology for all workshops.
 - For college/career fieldtrips, school will work with Winning Futures to create, handout, and collect permission slips.
 - On scheduled fieldtrip day, the school will excuse the designated Winning Futures students (11th or 12th) from class during that time.
 - The school will call students down through an all-school announcement or by directly calling teachers.
 - The school will have a chaperone to ride on the bus and attend the fieldtrip.
- Provide a chaperone for 10th, 11th, and 12th grade field trips (3-5 per year).
- Provide and pay for sub coverage for the grade field trips (3-5 per year).
- Pay for buses for 3-5 field trips (either internal buses or pay for contracted buses that align with the dates and times required for the trips).
- Collaborate with Hazel Park Promise Zone on funding requests if funding opportunities become available to support mentoring or college access/workforce development programs.
- Publicly acknowledge Winning Futures' involvement and impact on your students.
- Include Winning Futures in newsletters, website, social media, celebrations, and meetings that are deemed appropriate.
- Refrain from directly soliciting Winning Futures mentors' and volunteers for resources. If resources are needed, the school administrator may contact Winning Futures' Director of Programs to ask for assistance (for example participating in Career Fairs or donating in-kind services).

Identify a school administrator who will:

- Hang Winning Futures partnership banner.
- Coordinate program calendars and communicate any changes throughout the year.
 - Take all measures possible to not book any activities on Winning Futures workshop days (Years 2 and 3) and 10th grade mentoring days (Year 1) once the calendar is set.
 - **If an unavoidable issue arises, contact Winning Futures the day this is determined.**
 - At the beginning of the year provide Winning Futures with a list of key dates and update Winning Futures as additional ones are booked.
 - Senior exams
 - Graduation date
 - Senior awards night or ceremonies
 - NHS ceremony
 - Prom
 - School board meeting dates (April-June)
 - Senior last day at school
 - Testing dates
 - Any evening events April-June

- Coordinate space for and personally attend the Student Success Ceremony. It is on an evening in April (3 hours including set-up and clean-up) for WF students, parents, and mentors. We honor 10th graders being promoted into the Year 2 program and to celebrate 12th graders who are graduating. Winning Futures will coordinate the full event and pay for any supplies needed.
- Have dedicated space(s) during the school day to host Winning Futures classes and workshops.
 - The room must be large enough to accommodate 40 people with 10 tables (6 ft long) with 4 chairs each with a pull-down or standing projection screen. It must be available one hour before our class until 30 minutes after the class.
 - The programs cannot operate on the same day of the week because all sessions must be hosted in the morning to best align with CTE and Dual Enrollment schedules.
 - The room should be clean and free of distractions/interruptions and conducive to learning with tables and chairs setup for each session
 - Provide access to technology (Wi-Fi and projector/smart board if available)
 - Provide a lockable closet/office for Winning Futures supplies.
 - Have the Winning Futures session/workshop room set-up with tables and chairs before Winning Futures staff arrive each session.
- Be the liaison between Winning Futures and all school staff
 - Send a Winning Futures welcome back email/video to all school staff in September (provided by Winning Futures)
 - When possible, have Winning Futures attend an all staff meeting in fall to introduce the program to the staff.
 - Schedule a meeting with Winning Futures and the counseling department including all counselors, social workers, and the administrator who oversees counseling.
 - Have counseling/social work support for Winning Futures to communicate with for "red flag" issues.
- Meet with Winning Futures staff for program start-up and implementation
 - Phone call in August with WF program facilitator and program manager to confirm the Year 1 teacher, class, and hour, Year 2/3 liaison, set student orientation dates for Years 1-3, and schedule start-up meeting with administrator, teacher, liaison, and Winning Futures staff for end of August/beginning of September.
 - In-person meeting with administrator, teacher, liaison, and Winning Futures staff end of August/beginning of September regarding program start up: program model, rosters of previous Winning Futures students, confirm calendar, and discuss liaison(s) responsibilities.
 - Virtual or in-person meeting in January only if there are any partnership issues.
 - In-person meeting with administrator, teacher, liaison, and Winning Futures staff end of May/beginning of June to close out the year and plan for next year's program.
- Parent/Guardian engagement
 - Provide parent/guardian information (name, mailing address, phone, and email) for the students in the program (send as an Excel file)
 - Send a letter/email to parents/guardians in October about their student being in the program. Winning Futures will supply the language for it and the list of students.
 - Support Winning Futures in distributing and collecting program permission slips.
- Visit each program at least once a semester to observe and acknowledge mentors
- Respond to WF staff regarding student safety issues and create plan to resolve or help find resolution
- Provide students' grades.
- Provide list of all students who graduate this year so Winning Futures can track graduation rates (required by our funders) of students who were in Year 1, Year 2, and/or Year 3.
- Provide Winning Futures contact information for school testing coordinator.
- Coordinate a chaperone for 10th, 11th, and 12th grade field trips (3-5 per year).
- Coordinate sub coverage for the grade field trips (3-5 per year).
- Complete a Program Partnership Assessment on Winning Futures mid-year and at year-end (form provided by Winning Futures).

Identify a 10th grade classroom teacher for the Year 1 program who will:

- Host the program in their class for approximately 22 meetings.
- Incorporate Winning Futures into grading system.
- Respond to emails/calls/texts within one business day.
- Help with timely distribution and/or collection of Winning Futures start-up documentation (profile sheets, permission slips, surveys, and students class list with gender breakdown)
- For liability purposes, always be present in the room during programming.
- Be willing to fill in as a sub when needed.
- Assist with any student behavioral issues without disrupting the session.
- Inform facilitator of any roster changes, student suspensions, room changes, and/or schedule changes or school closures immediately (preferably within 24 hours of learning about it).
- When students set an academic goal, please help us find resources as needed.
- Help collect parent permission slips for the winter field trip and the Year 2 program (student turn those in at the end of 10th grade).
- Complete one post-survey on each student by the end of May.
- Meet with designated Winning Futures Program team quarterly to review school and programming calendar for changes/updates. (October, January, and March).
- Make sure students go directly to the WF classroom and not their normal classroom for that hour.
- Arrive at sessions on-time, take attendance, and locate students missing from session
- Send email to mentors for National Mentor month in January (we will provide template and email addresses).

Tentative Winning Futures Programing Schedule:

Specific dates, times and teachers are subject to change. Any necessary revisions will be included in the addendum.

- 10th grade programming will be Tuesday mornings in Media Center October 2024 through May 2025.
 - Student orientation – September
 - 2nd Hour, 8:41am – 9:33am, Teacher TBD, approx. 30 students

Once the calendar is set, the school agrees that they will do everything they can do to not schedule school-related activities that would cause the class to be canceled or moved to a different time or room.

Tentative Future Programing

- **Year 2:** (Starting 2025-2026 School Year – tentative design) monthly one-on-one community-based mentoring sessions. Open to 11th graders who completed the Year 1 program the previous school year. We will facilitate 5 meetings/training/workshops for our 11th grade students with their mentors at the school during the school day (90-minute session). We will host 2 field trips during the school day: 1 college exploration fieldtrip and 1 mentor/mentee bonding outing during the school day. Other months mentors and mentees meet virtually or in-person (with parent permission).
- **Year 3:** (Starting 2026-2027 School Year – tentative design) monthly one-on-one community-based mentoring sessions. Open to 12th graders who completed the Year 2 program the previous school year. We will facilitate 4 meetings/training/workshops for our 12th grade students with their mentors at the school during the school day (90-minute session). We will host 2 field trips during the school day, 1 experiential career fieldtrip and 1 mentor/mentee bonding outing during the school day. Other months mentors and mentees meet virtually or in-person (with parent permission).

Hazel Park High School will:

Identify a Liaison for the Year 2 and Year 3 program who will:

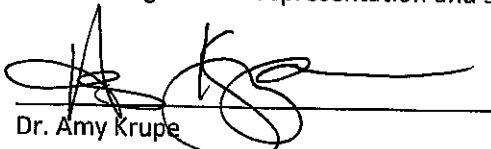
- Assist with messaging and communication with students for Winning Futures activities.
- Provide class schedules for all students in the 11th and 12th grade program for both semesters.
- Coordinate students attending sessions during the school day.
 - One week before each workshop/fieldtrip, send all teachers a list of students who will miss class (Winning Futures will provide you a memo listing the date, time, and students that you can send out)
 - Create and deliver passes to students to leave class.
 - The day before, send an email reminding teachers about students missing the next day.
 - The day of, make a PA announcement and send the email to school staff to have students come down to their workshop/field trip.
- Point person for student attendance and absence reporting.
- Serve as or provide a designated point person to collect Winning Futures Permission slips.
- Assist with room reservations, space set up, and any technology needs for sessions.
- Review school calendar and notify Winning Futures of potential scheduling conflicts.
- Inform Match Manager of any student suspensions or leaving the school, room changes, and/or schedule changes or school closures immediately (preferably within 24 hours of learning about it).
- Assist Winning Futures Match Manager with locating non-responsive students.
- Respond to emails/calls/texts within one business day.
- Meet with designated Winning Futures Program team quarterly to review school and programing calendar for changes/updates. (November, February, and April)
- Send email to mentors for National Mentor month in January (we will provide template).

Program Funding

Hazel Park agrees to pay the sum of \$5,000.00 to Winning Futures for the 2024-2025. \$10,000.00 for the 2025-2026 school year and \$15,000.00 for the 2026-2027 school year. Winning Futures will send an invoice at a later date.

Signature of Approval


This Memorandum of Understanding will become effective upon signature by the school principal and the Winning Futures representation and shall remain in effect until termination by either Party.



Dr. Amy Krue
Superintendent
Hazel Park High School

7/1/2024

Date



Bryan L. Howard Sr.
Director of Programs
Winning Futures

6/26/2024

Date



**Memorandum of Understanding
Michigan State University College Advising Corps, Hazel Park High School &
Hazel Park Promise Zone**

Michigan State University College Advising Corps (MSUCAC) hires and places recent graduates of Michigan State University, and other colleges and universities as applicable, in high schools statewide to serve as College Advisers. The Advisers work in collaboration with school counselors, teachers, and administrators to increase college-going rates in the schools they serve. Advisers provide admissions and financial aid advising to students and their families through one-on-one and group support that helps students identify colleges and/or post-secondary credentials that will serve them well; complete their admissions and financial aid applications; and enroll successfully at the schools they eventually choose. The program aims to increase the number of low-income, first-generation, and underrepresented students entering and completing higher education. MSUCAC is a constituent program of the national College Advising Corps (CAC).

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To achieve this goal, MSUCAC seeks to foster strong and mutually rewarding partnerships with high schools. This Memorandum of Understanding (MOU) has been developed to foster such a partnership between the Michigan State University College Advising Corps (“the Advising Corps”) and Hazel Park High School (“the School”) Hazel Park Promise Zone and clarify the expectations and responsibilities of each stakeholder.

The Advising Corps and the School agree to:

- Work collaboratively to develop and implement programs and services that (a) foster access to postsecondary educational opportunities and (b) include all students who wish to participate and who work in good faith to do so.
- Work collaboratively to (a) outline current school-based efforts to foster access to postsecondary educational opportunities; (b) review Advising Corps programs and services to ensure that they complement and do not duplicate these existing efforts; and (c) establish clear and mutually agreeable timelines for the implementation of Advising Corps programs and services.
- See the College Adviser as a professional, well-trained resource for students regarding college access.
- Welcome the Adviser and work actively to facilitate the partnership between Advising Corps and any other college access advising services already present at the School and/or in the community.
- Ensure that while the Adviser is serving in the School or community, they will not be asked to engage in any of the prohibited activities specified by AmeriCorps and the Corporation for National and Community Service (see Appendix A).
- In performing the Services and obligations under this MOU, Advising Corps will be acting as an independent contractor, and nothing in this MOU shall create or imply an agency relationship between Advising Corps and School, nor will this MOU be deemed to constitute a joint venture or partnership between the parties. Advisers are service members of AmeriCorps. Advising Corps is the sole employer of the Adviser and the School shall not be deemed or considered to be an employer or joint employer of the Adviser for purposes of any services performed pursuant to this

MOU. Advising Corps will furnish all labor necessary to perform the services, and shall solely control the means, manner, and method of performance; subject, however, to the terms and conditions of this MOU. School shall, however, be entitled to take steps to assure satisfactory performance of the services, including the right to verify the services, the right to require Advising Corps to re-perform any services, the right to eliminate any and all services by providing thirty day written notice to the Advising Corps, the right to make suggestions or recommendations that align with the Advising Corps' allowable, unallowable, and prohibited activities, and the right to propose modifications to the services that align with the Advising Corps allowable, unallowable, and prohibited activities. Advising Corps exclusively retains all rights and responsibilities inherent in the employment relationship, including but not limited to, the right to hire, train, fire, discipline, supervise, and otherwise control the terms and conditions of employment. Advising Corps will follow the Disciplinary Policy outlined in Appendix B. The Advising Corps is responsible for payment of wages and benefits, withholding and payment of any applicable local, state or federal taxes, payment for Workers' Compensation protection, and other employer obligations, including by way of illustration but not limitation, Federal and State income tax, FICA, FUTA, Social Security tax, Unemployment Insurance taxes, Workers' Compensation Insurance, and any other taxes or business license fees as required and Advising Corps will indemnify, defend, and hold School harmless for the payment of such sums, interest, penalties, or cost of collection of same, including reasonable attorney fees.

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The Advising Corps agrees to:

- Identify, recruit, and hire a College Adviser to serve the School for an average of 41 hours per week during the term beginning August 2024 and ending in June 2025.
- Successfully complete fingerprinting and criminal background checks in accordance with Public Act 84 of 2006, being MCL 380.1230, 380.1230a, 380.1230c, 380.1230d and 380.1230g. In accordance with law, all fingerprinting and criminal background checks shall be completed through the School prior to its Adviser being assigned to the School. All costs related to a required background checks by the School are the responsibility of the Advising Corps.
- Provide necessary and ongoing training, support, and professional development that will allow the Adviser to fulfill their responsibilities to the School and its students. Mandatory summer training for Advisers (the College Adviser Institute) will begin Thursday, August 1, 2024 and conclude on Friday, August 23, 2024. Summer training will take place in Lansing and other potential locations within the State of Michigan.
- Ensure any Adviser assigned to the School shall receive Relationship Violence, and Sexual Misconduct (RVSM) training through Michigan State University.
- Employ MSUCAC program staff who will (a) work closely with the on-Site Supervisor designated by the School to ensure that the relationship between the Adviser and the School remains strong and that the Adviser is effectively serving students and advancing the primary objectives of the Advising Corps; (b) assist the Adviser and on-Site Supervisor in creating expectations and goals; (c) engage in frequent dialogue with Adviser and on-Site Supervisor to assess progress towards program goals and expectations; (d) visit the School at least twice during the academic year; (e) communicate with the School when concerns regarding program objectives and performance arise.
- Share relevant data and research with the School, as the School may request.
- Pay the full stipend of the Adviser, as well as any benefits that may be provided, and manage the administration of stipend and benefits.

- Provide funding to defray reasonable expenses associated with Advising Corps programs and services and Adviser travel to and from training and required activities.
- Work in good faith to develop funding that will sustain the partnership between Advising Corps and the School.
- Keep any and all student-level data provided by the School strictly confidential, in accordance with applicable local, state, and federal law, except as may be required by law or regulation or under subpoena. Require the College Adviser to complete the FERPA 101: For Local Educational Agencies module and require the Adviser to agree in writing to keep all student education records confidential in accordance with the provisions of federal and state law and district policy, including, without limitation, the Family Educational Rights and Privacy Act ("FERPA"), 20 USC §1232g, and applicable regulations, and Michigan's student privacy statute, MCL §380.1136.
- Require the participation of the Adviser in Advising Corps activities for no more than 15 days that the School is in session during the term of service specified above.
- Require and provide training to all Advising Corps Site Supervisors.
- In the event that an Adviser leaves their position or is terminated, the Advising Corps will work to refill their position as permitted within AmeriCorps hiring guidelines. No Advisers will be replaced after January 17.
- Maintain commercial General Liability Insurance which covers its employees and Advisers with minimum limits of not less than \$1,000,000 per occurrence. Advising Corps shall provide the certificates of insurance evidencing such coverage to School upon the School's request.
- Indemnify and hold harmless School for any liability incurred by School for the negligent acts or inaction of Advising Corps, including any reasonable attorneys fees.

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The School agrees to:

- Maintain the existing staffing ratio of the guidance/counseling department to student and not make any staffing modifications suggesting the replacement of a counselor or counseling position with a College Adviser. Failure to maintain the existing staffing level and/or creating modifications suggesting the replacement of a staff member by the end of the current MOU will result in immediate termination of this agreement.
- If a School is making a good faith effort to replace vacant positions, this will be taken into consideration regarding termination of this agreement. Demonstration of good faith may include but is not limited to: position posting is publicly available, applications are being collected, interviews are being held.
- Supply reasonable access to student-level data (name, date of birth, year of graduation, class schedule, transcript, test scores) before and during the academic year for the purposes of advising, grant reporting, and program evaluation, with the understanding that such data will be kept strictly confidential by Advising Corps, in accordance with applicable local, state, and federal law, except as may be required by law or regulation or under subpoena.
- Supply reasonable access to additional data requests necessary for the College Adviser to fulfill their program commitments and best support their school's progress to goals.
- Notify the Advising Corps if the Adviser needs to complete a Data Use Agreement to access such information.
- Approve data use agreements for Adviser to ensure access to Michigan Student Aid, Student Scholarship, and Grants (MiSSG).
- Provide access to student transcripts and schedules, either electronically or in hard copy, for the purposes of effectively advising students. Require the College Adviser to complete the FERPA 101:

For Local Educational Agencies module and require the Adviser to agree in writing to keep all student education records confidential in accordance with the provisions of federal and state law and district policy, including, without limitation, the Family Educational Rights and Privacy Act (“FERPA”), 20 USC §1232g, and applicable regulations, and Michigan’s student privacy statute, MCL §380.1136.

- Designate a School administrator/staff (no executive leaders, such as Principal or Asst Principals as the daily supervisor) to serve as an on-Site Supervisor who will (a) serve as the Adviser’s primary resource and advocate within the School, facilitate the Adviser’s integration into the life of the School and provide appropriate advice and counsel, educate Adviser on relevant school policies and procedures, meet regularly through formal meetings with the Adviser and review Key Performance Indicators (KPI) reports; (b) work closely with Advising Corps program staff to ensure that the relationship between the Adviser and the School remains strong and that the Adviser is effectively serving students and advancing the goals of the Advising Corps; (c) participate in Adviser’s six-week, mid-year, and end-of-year evaluations; (d) work with the program staff to establish a mutually agreeable work schedule for the Adviser; (e) engage in frequent dialogue with program staff around strategic collaboration and to assess progress towards the goals; (f) create and evaluate the work plan and make adjustments as needed but at least on an annual basis, including the creation of an annual engagement/activities calendar for Adviser investment/fostering of student and community relations; (g) serve as the main liaison between the Principal of the School and the Advising Corps, meeting at least once per year (face-to-face) and once/quarter (virtual) to review the partnership and ensure that its goals are being met; (h) process appropriate paperwork for the Adviser and the Advising Corps including reviewing and approving timesheets; (i) participate in the Site Supervisor Convening during the College Adviser Institute (summer training) on August 15, 2024. If the Site Supervisor is unable to attend, a proxy school official must participate on behalf of the school to strengthen the school-partner relationship and ensure AmeriCorps compliance; and (j) inform MSUCAC program staff immediately if there is a change in on-Site Supervisor.
- Set up and communicate clearly, both to the Adviser and to the Advising Corps staff, any policies and procedures with which the Adviser is expected to comply. The College Adviser is expected to follow all school district policies found on the School’s website under the Board Approved Policies link.
- Provide the Adviser with a comprehensive orientation of the School, with introductions to key administrators, teachers, and staff, as well as an overview of the mission and culture of the School.
- Communicate to Adviser and program staff, in a timely manner, any issues regarding performance and progress towards goals.
- Work with Adviser, on-Site Supervisor and other relevant school administrators to set School Goals for Key Performance Indicators (KPIs) being monitored. Assist Adviser with navigating any barriers to reaching School Goals.
- Provide dedicated and appropriate working/meeting space for the Adviser, including a computer with internet access and videoconferencing capabilities (e.g. built in camera or webcam), ready access to necessary facilities, phone and voicemail, fax, photocopier, printer, basic office supplies, and a secure space for valuables during their onsite service.
- Provide basic software to support report generation e.g. Microsoft Word and Excel.
- Participate in the Michigan College Access Network’s College Bound Michigan Initiatives (CBMI): Michigan College Month, College Cash Campaign, and Decision Day.

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Local Cost Share

- The School and/or Local College Access Network (LCAN) agrees to provide a financial cost share to support the expenses associated with hiring and training the Adviser in the amount of \$15,000 for a full-time Adviser and \$7,500 for a half-time Adviser for the 2024-2025 program year.
- The School agrees to submit payment of the local match amount in full to MSU by July 1, 2024. If a third party is paying the cost share, the School and/or LCAN agrees to work with them to ensure timely payment. The Advising Corps' relationship is with the School (and LCAN, if applicable) and this MOU is only between the School, LCAN (if applicable), and the Advising Corps.
- REFUND POLICY: Due to the program's funding design and the up-front costs associated with program administration and training, refunds of the cost share will not be provided. Other accommodations may be made at the Advising Corps' discretion.

Program Evaluation

Funding for the Michigan State University College Advising Corps program is provided by Michigan State University (MSU), Michigan College Access Network (MCAN), and other external funders. As a condition of external funding, the program will be evaluated on an ongoing basis. Data will be collected and managed through the Advising Corps and a technology and/or evaluation firm contracted by the Advising Corps. It is required that the school/district provide needed data. Data will be used for program evaluation purposes only and treated as confidential, except as may be required by law. All results of data analysis will be reported in aggregate and no individual student will be identified. Results will be shared with the School at regular intervals through monthly progress/KPI reports.

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Data to be collected will include, but not necessarily be limited to: baseline information on the school, including college enrollment rates and student attainment of intermediary college enrollment goals (such as percent taking college entrance exams and FAFSA applications); information on the School's students during program implementation; and information on services provided to students. At the school level, the Adviser will collect data to help target and track services and evaluate the program's success.

MSUCAC's data system is a student tracking database called GRACE. Each Adviser has a password-protected account, and for the purposes of student case management, is asked to enter student data related to college application submissions, FAFSA submission, scholarship applications, student interactions with the Adviser, interaction with families, and other data. Student data is only accessible on a per-school basis and Advisers can only access school data for their assigned school(s). MSUCAC program staff also have access to student-level data in the system. Login is password-restricted with set session expiry times. The data is stored in a dedicated cloud hosting environment on a secure server.

Duration of Agreement

- This agreement applies to the 2024-2025 MSUCAC program year, beginning July 1, 2024, and remains in place until June 30, 2025 or unless terminated as described below.
- If funding is obtained, MSU will discuss with the School continuation of the MSUCAC program for additional years.

Revisions

- Revisions to this MOU may be suggested by the Advising Corps, the School, or the LCAN (if applicable), but must be agreed to by all parties.
- Changes agreed to by the Advising Corps, the School, and LCAN (if applicable) will be incorporated into a written and signed addendum, which will then become part of the MOU.

Termination

- This MOU will terminate on June 30, 2025 as noted above.
- Any party may terminate this MOU by giving thirty days' written notice to the other party.

Contact Information:

MSUCAC Director

Manuel J Rivera
 556 E. Circle Drive
 Student Services Building, Rm 113
 East Lansing, MI 48824
 (517) 884-6042
rivera31@msu.edu

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School District Authorization (Superintendent)

NAME: Amy Kruppe
 TITLE: Superintendent
 ADDRESS: 1620 E. Elza Hazel Park MI 48030
 PHONE: 248 658 5221
 E-MAIL: amy.kruppe@myhpsd.org

On-Site Point of Contact (Principal)

NAME: Tammy McHenry
 TITLE: Principal
 ADDRESS: 23400 Hughes Ave, Hazel Park, MI 48030
 PHONE: 248 658 5100
 E-MAIL: tammy.mchenry@myhpsd.org

On-Site Supervisor (Designated by District or School)

NAME: Jocelyn Casabou
 TITLE: School Counselor
 ADDRESS: 23400 Hughes Ave, Hazel Park, MI 48030
 PHONE: (248) 658-5116
 E-MAIL: jocelyn.casabou@gmail.com

Local College Access Network/Community Partner (If applicable)

NAME: Moussa Traore
 TITLE: Hazel Park Promise Zone Executive Director
 ADDRESS: 23400 Hughes Ave, Hazel Park MI 48030

PHONE: 268-858 5183
E-MAIL: moussa.traore@mypscl.org

By signing, I certify that I have read and agree with the terms of the Memorandum of Understanding.

Amy Krupp [Signature] 6/3/24
Superintendent/Principal Signature Date

Jocelyn Casalon [Signature] 6/3/24
Site Supervisor Name Signature Date

Moussa Traore [Signature] 6-13-24
LCAN Representative (if applicable) Signature Date

Director – Michigan State University College Advising Corps Date

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Lisa A. Frace, Senior Vice President, Chief Financial Officer, and Treasurer – Michigan State University Date

Appendix A: Prohibited Activities as specified by AmeriCorps and the Corporation for National and Community Service

The Advising Corps and the School agree to ensure that while the Adviser is serving in the School or

community they will not be asked to engage in any of the prohibited activities specified by AmeriCorps and the Corporation for National and Community Service.

Members (Advisers) are prohibited from engaging in any of the activities listed below while accumulating service hours:

- (1) Attempting to influence legislation;
- (2) Organizing or engaging in protests, petitions, boycotts, or strikes;
- (3) Assisting, promoting, or deterring union organizing;
- (4) Impairing existing contracts for services or collective bargaining agreements;
- (5) Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- (6) Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- (7) Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization; 132
- (8) Providing a direct benefit to—
 - (i) A business organized for profit;
 - (ii) A labor union;
 - (iii) A partisan political organization;
 - (iv) A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 except that nothing in this section shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
 - (v) An organization engaged in the religious activities described in paragraph (g) of this section, unless Corporation assistance is not used to support those religious activities;
- (9) Conducting a voter registration drive or using Corporation funds to conduct a voter registration drive;
- (10) Providing abortion services or referrals for receipt of such services; and
- (11) Such other activities as the Corporation may prohibit.

Members may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non-Corporation funds. Members should not wear the AmeriCorps logo while doing so.

Appendix B: MSU College Advising Corps Discipline Policy

MSU College Advising Corps has two types of discipline processes: 1) progressive action and 2) not subject to progressive action

Progressive Action

Step One: Counseling & Verbal Warning

The MSU College Advising Corps staff will schedule a meeting with a Member to bring attention to the existing performance, conduct or attendance issue. The staff will discuss with the Member the nature of the problem or the violation of organizational policies and procedures. The staff is expected to clearly describe expectations and steps the Member must take to improve performance or resolve the problem. The on-Site Supervisor will also be informed that the Member has received Counseling & Verbal Warning and MSUCAC staff will confer with the on-Site Supervisor to collaborate on a support plan as appropriate.

Within five business days of the meeting, the staff will prepare written documentation of the Step One meeting. The Member will be asked to sign this document to demonstrate their understanding of the issues and the corrective action.

Step Two: Written Warning

Although the MSU College Advising Corps program hopes that the Member will promptly correct any performance, conduct or attendance issues that were identified in Step One, MSUCAC recognizes that this may not always occur. The Step Two written warning involves more formal documentation of the performance, conduct or attendance issues and consequences.

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During Step Two, the MSUCAC staff will meet with the Member to review any additional incidents or information about the performance, conduct, or attendance issues as well as any prior relevant corrective action plans. The MSUCAC staff will outline the consequences for the Member of their continued failure to meet performance or conduct expectations. The on-Site Supervisor will be informed that the Member has reached Step Two of the disciplinary process and MSUCAC staff will confer with the on-Site Supervisor to collaborate on a support plan as appropriate.

A formal performance improvement plan (PIP) requiring the Member's immediate and sustained corrective action will be issued within five business days of a Step Two meeting. A warning outlining that the Member may be subject to additional discipline up to and including termination if immediate and sustained corrective action is not taken may also be included in the written warning.

Step Three: Termination

The last and most serious step in the progressive discipline procedure is a recommendation to terminate service. Generally, the MSU College Advising Corps program will try to exercise the progressive nature of this policy by first providing warnings before proceeding to a recommendation to terminate service. However, the program reserves the right to combine and skip steps depending on the circumstances of each situation and the nature of the offense. Furthermore, Members may be terminated without prior notice or disciplinary action.

A recommendation to terminate service must be approved by the Michigan Community Service Commission.

Performance and Conduct Issues Not Subject to Progressive Discipline

Behavior that is illegal is not subject to progressive discipline, and such behavior may be reported to local law enforcement authorities. Similarly, theft, substance abuse, intoxication, fighting and other acts of violence while serving are also not subject to progressive discipline and may be grounds for immediate termination.

There is zero tolerance with respect to any impropriety related to drugs, alcohol, weapons, gambling, sexual or other harassment and criminal behavior. Personal relations with a high school student, indicating poor judgment, would also be grounds for immediate termination.

Suspended Service

1. The Program must suspend the service of a Member who faces an official charge of a violent felony (e.g., rape, homicide) or sale or distribution of a controlled substance.
2. The Program must suspend the service of a Member who is convicted of possession of a controlled substance.
3. The Member will not receive a living allowance or other benefits, and will not accrue service hours, during a period of suspension under this provision.
4. The Program may suspend a Member as part of disciplinary action.

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Reinstatement

1. The Program may reinstate a Member whose service was suspended under paragraph (1) of this section if the Member is found not guilty or if the charge is dismissed.
2. The Program may reinstate a Member whose service was suspended under paragraph (2) of this section only if the Member demonstrates the following:
3. For a Member who has been convicted of a first offense of the possession of a controlled substance, the Member must have enrolled in a drug rehabilitation program;
4. For a Member who has been convicted for more than one offense of the possession of a controlled substance, the Member must have successfully completed a drug rehabilitation program.
5. The Program may reinstate the Member when disciplinary action is resolved.

Application: United Oaks Elementary School

Hazel Park School District
FY 2024-25 Community Schools

Summary

ID: 3083538582

Status: Application Under Review

Last submitted: Jul 16 2024 01:08 PM (EDT)

Review Organizational Information

Completed - Jun 14 2024

Review your organizational information

Requested Update as of October 5, 2023

With the start of our new Fiscal Year, the United Way for Southeastern Michigan requests that all applicants update their organizational information including but not limited to:

- **Organizational Contact(s)**
- **Service Domain(s)**
- **Target Population(s)**
- **FY 2022 or 2023 Financial Statement**

If you have not edited your Organizational & Financial Information Program **as of October 5, 2023**, please make the updates in the [Organizational & Financial Information Program](#).

Instructions can be found following this link: [Updating Your Organizational & Financial Information Program Instructions](#).

Instructions

Please review the organizational information on the following pages for accuracy.

If you need to make any updates, you must make those updates in the [Organizational & Financial Information Program](#) and mark that task as complete. Then return to this program to review your information.

Once you have reviewed your information and verified its accuracy, check off on the acknowledgement and click "Mark as Complete" at the end. Then use the left-hand navigation bar to move on to the next task.

Note for First-time Applicants

If this is your **first time applying** to a United Way grant opportunity through Survey Monkey Apply and you have not already done so, you must **FIRST** fill out the [Organizational & Financial Information Program](#). Then return to this task to review the information.

Note for Organizations Using Fiduciaries

If an organization is applying using a fiduciary, the **Survey Monkey Account must be registered in the Fiduciary Organization's name** and the Organizational Profile must be filled out from the Fiduciary Organization's perspective. The Contact Information task will include contact information for both the fiduciary and implementing organization.

General Partner Information

Organization Name

Hazel Park School District

Website Link

Primary Address

Street: 1620 E. Elza Dr.

Apt/Suite:

City: Hazel Park

State: Michigan

County: United States

ZIP: 48030

General Information Phone Number

248-658-5200

Mission Statement

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

Vision Statement

Inspire and empower all learners.

Description of Organization/Service

K-12 Public School serving 3000 students

What are the focus areas of your organization?

Education (K-12), Early Childhood Education

Please indicate your organization's service domain(s):

Please indicate the geography that your organization provides service in:

Oakland

Please indicate your organization's target population(s):

Does your organization have a diversity, equity and inclusion policy?

Yes

Agency Contact Information

CEO/Executive Director

First Name: Amy

Last Name: Kruppe

Title: Executive Director

Email: amy.kruppe@hazelparkschools.org

Phone Number: 224-629-6435

Preferred Pronoun:

Please indicate the racial and ethnic group(s) your CEO/ED identifies with:

Chief Financial Officer/Director

First Name: Jason

Last Name: Zirnis

Title: Chief Financial Officer

Email: jason.zirnis@hazelparkschools.org

Phone Number: 248-658-5221

Preferred Pronoun:

Please indicate the racial and ethnic group(s) your CFO/Financial Director identifies with:

Budget, Tax & Audit Information

Federal Tax ID

38-6003088

How is your organization incorporated under the laws of the State of Michigan?

School District or School

What is the end date of your organization's Fiscal Year?

Month: June

Day: 30

Does your organization have an annual audit prepared by an independent Certified Public Accountant?

Yes

Total Operating Budget

40,317,161

Include your top three revenue sources along with amounts

Revenue Source	Amount
state aide	\$29,169,643.05
property taxes	\$3,350,000.00
isd PA 18	\$2,341,330.00

Volunteerism

Does your organization engage volunteers

Yes

What role(s) do volunteers serve in your organization?

delivering food to people in the community. Helping getting school supplies, helping to run community functions when they are available.

Approximately how many volunteers do you engage annually?

20

Are you registered on United Way's volunteer portal?

Yes

United Way Fund-Raising Campaign

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Is your organization interested in conducting a United Way Fund-Raising Campaign?

Yes, our agency chooses to conduct an annual United Way fund-raising campaign among our employees each year throughout the grant cycle.

Certification

Please certify that your organization's information is correct. If you need to make changes, please make the updates in the [Organizational & Financial Information Program](#), then return to this task and check the box below.

Responses Selected:

I certify that I have reviewed my organization's information and it is correct.

CS24: Contact Information

Completed - Jun 14 2024

CS24: Contact Information

If awarded, is your organization utilizing a fiduciary organization/group to receive funds?

No

Are you a fiduciary organization applying on behalf of another organization?

No

Organization Information

Organization Name	The School District of the City of Hazel Park
Address	1620 E. Elza Dr.
City	Hazel Park
State	Michigan
Zip Code	48030

Organization Leadership Information

CEO/Executive Director First Name	Amy
CEO/Executive Director Last Name	Kruppe
Title	Superintendent
Email Address	amy.kruppe@myhpsd.org
Phone Number	248-658-5221
Pronoun(s)	She/Her/Hers/Herself

With which racial and ethnic group(s) does your CEO/ED identify?

Check all that apply. If your CEO/ED prefers to self-describe use the open-text option.

Responses Selected:

White or Caucasian

Grant Contact

Please be advised that UWSEM suggests that individuals listed as grant contacts are added as collaborators to this application. This ensures that they receive email notifications pertinent to this program.

For guidance on how to add an applicant collaborator please see the [Add Collaborators to Application Instructions](#).

First Name	Stephanie
Last Name	Dulmage
Email	stephanie.dulmage@myhspd.org
Phone	248-658-5234
Pronoun(s)	She/Her/Hers/Herself
Add Another Contact?	<input checked="" type="checkbox"/>

Grant Contact #2

Please be advised that UWSEM suggests that individuals listed as grant contacts are added as collaborators to this application. This ensures that they receive email notifications pertinent to this program.

For guidance on how to add an applicant collaborator please see the [Add Collaborators to Application Instructions](#).

First Name	Karla
Last Name	Graessley
Email	karsl.graessley@myhpsd.org
Phone	248-658-5220
Pronoun(s)	She/Her/Hers/Herself

CS24: Demographics and Geographic Reach

Completed - Jun 14 2024

CS24: Demographics and Geographic Reach

Demographics

Based on the total number of unique/unduplicated individuals you plan to support with this grant, please estimate the following demographic information.

Gender Identity

Please estimate the percent of individuals by gender identity that your organization will serve (specific to the program and/or services for which you are seeking funds).

Note: Percentages may total more than 100%, as individuals can identify with multiple groups.

Man	(No response)
Woman	(No response)
Cisgender	(No response)
Agender	(No response)
Non-Binary	(No response)
Transgender	(No response)
Genderqueer	(No response)
Two-Spirit	(No response)
Self-Identified/Other	(No response)
Organization does not capture this data	✓

Racial and Ethnic Group Identity

Please estimate the percent of individuals that identify with the following racial and ethnic group(s) that your organization will serve (specific to the program and/or services for which you are seeking funds).

Note: Percentages may total more than 100%, as individuals can identify with multiple groups.

American Indian or Alaskan Native	1
Asian or Asian American	2
Black or African American	50
Hispanic, Latino/a/x, or Spanish Origin	4
Middle Eastern or North African	0
White or Caucasian	42
Unknown	(No response)
Self-Identified	(No response)
Organization does not capture this data	✘

Age

Please estimate the percent of individuals by age brackets that your organization will serve (specific to the program and/or services for which you are seeking funds).

0-5 years	18
6-12 years	82
13-17 years	(No response)
18-24 years	(No response)
25-34 years	(No response)
35-44 years	(No response)
45-54 years	(No response)
55-64 years	(No response)
65+ years	(No response)
Organization does not capture this data	✘

Household Income

Please estimate the percent of individuals by household income that your organization will serve (specific to the program and/or services which you are seeking funds).

Less than \$25,000	(No response)
\$25,000-\$34,999	(No response)
\$35,000-\$44,999	(No response)
\$45,000-\$74,999	(No response)
More than \$75,000	(No response)
Organization does not capture this data	<input checked="" type="checkbox"/>

ALICE Households

In your best estimate, what percent of the individuals served through this program(s) or services are from households that are Asset Limited, Income Constrained, Employed (ALICE)?

Below Federal Poverty Line	(No response)
ALICE	(No response)
Above ALICE	(No response)
Organization does not capture this data	<input checked="" type="checkbox"/>

Geographic Reach

Does the program you are seeking funding for provide services to individuals residing in Outer-Wayne County?

No

Does the program you are seeking funding for provide services to individuals residing in Oakland County?

Yes

Please estimate the percent of individuals served through this program who reside in each of the following Oakland County municipalities.

Auburn Hills	0
Berkley	0
Beverly Hills	0
Bingham Farms	0
Birmingham	0
Bloomfield Hills	0
Bloomfield Twp	0
Brandon Twp	0
Clarkston	0
Clawson	0
Commerce Twp	0
Farmington	0
Farmington Hills	0
Fenton (Oakland)	0
Ferndale	1
Franklin	0
Groveland Twp	0
Hazel Park	65
Highland Twp	0
Holly	0
Holly Twp	0
Huntington Woods	149 0

Independence Twp	0
Keego Harbor	0
Lake Angelus	0
Lake Orion	0
Lathrup Village	0
Leonard	0
Lyon Twp	0
Madison Heights	1
Milford	0
Milford Twp	0
Northville (Oakland)	0
Novi	0
Novi Twp	0
Oak Park	1
Oakland Twp	0
Orchard Lake Village	0
Orion Twp	0
Ortonville	0
Oxford	0
Oxford Twp	0
Pleasant Ridge	0
Pontiac	0
Rochester	0
	150

Rochester Hills	0
Rose Twp	0
Royal Oak	0
Royal Oak Twp	0
South Lyon	0
Southfield	0
Southfield Twp	0
Springfield Twp	0
Sylvan Lake	0
Troy	0
Walled Lake	0
Waterford Twp	0
West Bloomfield Twp	0
White Lake Twp	0
Wixom	0
Wolverine Lake	0

Does the program you are seeking funding for provide services to individuals residing in Macomb County?

Yes

Please estimate the percent of individuals served through this program who reside in each of the following Macomb County municipalities.

Armada	0
Armada Twp	0
Bruce Twp	0
Center Line	0
Chesterfield Twp	0
Clinton Twp	0
Eastpointe	0
Fraser	0
Grosse Pointe Shores (Macomb)	0
Harrison Twp	0
Lenox Twp	0
Macomb Twp	0
Memphis (Macomb)	0
Mount Clemens	0
New Baltimore	0
New Haven	0
Ray Twp	0
Richmond (Macomb)	0
Richmond Twp	0
Romeo	0
Roseville	1
Shelby Twp	152 0

St. Clair Shores	0
Sterling Heights	1
Utica	0
Warren	1
Washington Twp	0

Does the program you are seeking funding for provide services to individuals residing in the City of Detroit?

Yes

Please list the top three (3) zip codes in Detroit where the majority of your service recipients reside and estimate the percent of individuals served through this program who reside in each of those zip codes.

	Zip Code	Percent of Individuals Served
Top Zip 1	48203	1
Top Zip 2	48221	10
Top Zip 3	48234	7

CS24: Community Schools Mission, Vision, and Priorities

Completed - Jun 10 2024

CS24: Community Schools Mission, Vision, and Priorities

Community Schools Mission, Vision and Priorities

Please follow [this link](#) to access the Community Schools Logic Model. Utilizing the logic model, build your application. Consider the short, medium, and long-term outcomes, as you set your goals and indicators of progress.

Please review [Community School Year 4 Scope of Data and Reporting Requirements](#) for specific definitions of each of the pillars and data points requested here and in reporting.

In this section answer the following questions as it pertains to your community school model.

What is your Community School mission statement?

Please note that this may be a separate mission statement from your overall school district's mission statement.

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

What is your Community School vision statement?

Please note that this may be a separate vision statement from your overall school district's vision statement.

Vision: Inspire and empower all learners.

We Believe...

The school district supports the social, emotional, physical, and academic needs of each child in a caring, healthy, and safe environment.

All students have the ability to learn.

A culture that celebrates diversity and promotes equity.

Student achievement and social-emotional learning are at the core of every decision.

Students are successful when staff, families, and the community are engaged and support learning.

Research-based curriculum, aligned with state standards, is the foundation for high-quality instruction.

Student-driven learning environments foster self-efficacy and individual ownership of learning.

Student success is fostered and supported through multiple pathways toward graduation.

United Oaks will foster an environment where the collective wisdom of our students, families, and community members are valued and uplifted in order to promote an equitable and inclusive community environment. Built on a foundation of trust and mutual respect, authentic partnerships will be formed between parents, community leaders, and school staff. The partnership collective will plan events and programming collaboratively in order to meet the needs of students, families, and the community at large. The United Oaks campus will serve as a fulcrum for community connection, education, healing, and wellness.

CS24: Community School Capacity

Completed - Jun 10 2024

CS24: Community School Capacity

135

Community School Capacity

Community School Coordinators are the bridge between schools and the community. Some of the responsibilities include but are not limited to: supporting parent/family engagement, community engagement, strategic alignment, and managing partnerships.

Did your school have a Community Schools Coordinator for the 2023-24 School Year?

Yes

How long has your Community School Coordinator been at your school?

Less than 2 years

Please provide the contact information for your Community School Coordinator:

Contact Name	Brooke Barnett
Email	Brooke.Barnett@myhpsd.org
Phone Number	248/658-2410

School Capacity

United Way for Southeastern Michigan will support the base salary of the Community Schools Coordinator in a stepdown model, reducing from 100% to 0% over five (5) years. Please explain how the district plans to support the role financially in the long term.

Please Note: For the 2024-2025 grant year, 25% of the coordinator's salary may be paid from this grant.

Hazel Park School District will address the step-down model for funding the base salary of the Community Schools Coordinator through the following actions: use of other grants to fund the implementation of community schools and proactively seek non-profit and for-profit partners who will provide large-scale funding that will cover the CSC salary for the long-term.

CS24: Community Schools Narrative

Completed - Jun 14 2024

CS24: Community Schools Narrative

Community Schools Narrative

For three years, your school has been implementing the Community School model by applying different strategies and changing systems to better support your students, families, and community. Please reflect on the strengths of your program, and the areas of growth you hope to turn into strengths over the next two years.

Note: you may want to complete other sections of this application first to help inform these responses.

Considering the work you've done over the past three years, please describe the strengths of your community school model. Please be detailed and specific in which interventions, systems changes, and strategies have been critical in your successes.

Year three of the United Oaks Community School Model was its most successful year. It should be noted that our Community School Coordinator changed between year two and year three as well. In year one and two, we implemented all facets of the four pillars somewhat haphazardly. Between year two and three, the United Oaks Leadership team spent time developing systems to streamline our work. We focused on our wrap around services and ensuring that our families were getting what they needed and thriving.

Our food distribution is one of the major strengths of our community schools. It has taken on many iterations in the past three years and we will continue to make minor changes as needed. This year we gave our families three different ways to receive the food we were providing to ensure we were equitable in this service. Families could come and pick it up at school, give it to them in the dismissal line or we would drop it at their home. This allowed equity for our families who could not pick up or needed to pick up food.. Over the years, some families have dropped off the list for food distribution for a variety of reasons and we have picked up a few new ones to keep our number pretty consistently at 30 families. We have streamlined the process and plan to continue to look at the ways we get food to our families.

Another programming strength is our snack refrigerator which provides fruits and cheese sticks to our students during the day. The snack fridge is always open and students may come at any time to get a snack. They are stationed by our front and back doors so that students can take an apple or snack on their way out the door on their way home.. We employed our snack refrigerators in the second year of implementation.

Each year families have experienced a hardship that may be considered "an emergency". Families have needed assistance with utilities, car repair, new furnace, winter coats, hats, gloves and other clothing items. We have been able to help our families with these items by stretching our funds and combining them with MIDHHS assistance. Additionally, we have tapped into other programs to continue to stock our Family Care Closet.

Our extended day offerings continue to grow in diversity and number of students involved in after school programming. For our tutoring program, our students are chosen based on our academic data. One standard per grade level is targeted and students are based on the data. Our teachers work with the small group of students on their targeted goals 2 to 3 times a week for a minimum of 8 weeks. We repeat the process mid year and at the end of the year to ensure we have the right students doing the right work. Additionally, students had the opportunity to join a variety of enrichment and extended day clubs including YMCA, Culinary, Art, Craft, Writing, STEM, Maker Club and Student Government. Our students signed up for the activities he/she was most interested in and these offerings were once a week for the semester. Our students spent additional time at school doing things they enjoyed and our working parents could pick up their students later in the day to accommodate parent work schedules.

The first two years of the grant, United Oaks did not have a functioning Community Schools Council. Although we

had a Building Leadership team that did most of the work regarding community schools, this team did not represent our stakeholders. In year three we made a concerted effort to develop a council that included partners, UO staff, students and parents. Our Community Council met for the first time in October and every month following until the end of the year. This system change was instrumental in assistance to plan for the District wide Resource Fair and to help us think more deeply about our work in Community School and increasing the number of families we serviced.

In year one of the grant, we were concerned about building a bond with families and community. In order for us to do this important work, there needs to be trust . Confidently, it is evident at year three of the grant that our bond with the community and families has become a strength. Families are now self reporting hardships for themselves or a neighbor which allows United Oaks staff to step up to support our families. .

Considering the work you've done over the past three years, please describe the areas of growth that you hope to turn into strengths over the next two years. Please be detailed and specific in which interventions, systems changes, and strategies you will target for program growth.

As we look into the future of community schools at United Oaks, we have pinpointed several areas that we would like to continue growing and expanding. Our home visits are an integral part of relationship building between our staff and families outside of the classroom. As we move forward, we will be providing more structure around home visits by putting home visit days on our academic calendar for staff. In the past, we have asked staff to perform home visits when they are available; however this has not been the most effective way to make sure all the necessary home visits are performed. Prior to the beginning of the school year, the staff will be briefed on home visits and provided with a calendar of eligible home visit days led by the Community Schools Coordinator and Administrator. We will continue to prioritize new students as well as the chronically absent students and highlight the positive actions of a student before addressing any negative behaviors or actions.

We experienced a change in Community School Coordinator between year 2 and year 3 of the grant period. Beginning in July, we will have our first Community School Director as well. Due to these employment changes, we have not built up the amount of partnerships we would like to have at this time. However, between the Director and CSC, we plan to build more robust partnerships within our community in order to sustain the community school initiative within our building and community at large. It is our intention to design partner agreements and expectations this year as well to provide more structure around our partnerships.

Additionally, the Director and CSC plan to refine the process of community schools with regard to the community, partners, and district staff. During the past grant year, the CSC created a Community Schools packet for families and community members. This packet highlighted the Community Schools initiative in its entirety, as well as key resources and services provided through the initiative. Having more structured information around the program led to an increase in families utilizing services and resources. We even saw an uptick in attendance to our family engagement events. Given this success, we plan to create a similar Community Schools resource packet for staff. It was noted over the last year that there were new staff members that were unsure what the Community Schools initiative entailed and how they could participate. We plan to streamline the process by creating a resource for staff to address all things community schools. This would include what resources are available for families, the processes in place to assist in accessing the resources and services for families from a staff stand point, information regarding home visits, etc. This resource will be refined as necessary and will assist in scaling up the community school initiative.

CS24: Family & Community Engagement

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Completed - Jun 14 2024

CS24: Family & Community Engagement

Family & Community Engagement

Schools function as neighborhood hubs. There are educational opportunities for adults and family members to share their stories and serve as equal partners in promoting student success. Promoting interaction among families, administration, and teachers helps families to be more involved in the decisions about their children's education.

Family Engagement

Please share the status of your work for this pillar of community schools.

What are the AREAS OF STRENGTH for your Family Engagement work?

Select all that apply.

Responses Selected:

Family attendance at community events (Workshops, Resource Fairs, Etc.).

Family engagement in academics (Parent/Teacher conferences, curriculum night attendance, etc.).

Teacher contact with families is regular and not solely punitive.

Family communication (robo-calls, texts, email, newsletters, etc.).

Offering of key services to Families.

Participation in family services has grown year over year.

You selected "OFFERING OF KEY SERVICES" in strengths. Please identify further which family services represent your strengths

Select all that apply.

Responses Selected:

Utility Payment Support
Transportation
Utilization of Family Resource Room

Where do you see AREAS OF GROWTH in Family Engagement?

Select all that apply.

Responses Selected:

Increased attendance at events
Diversified offerings of key services and programming for families
Outreach to parents who are not heavily engaged
Positive parent/teacher relationship development
Family leadership in the school (PTA involvement, Community School Council membership, etc)

You selected "DIVERSIFY OFFERINGS OF KEY SERVICES AND PROGRAMMING FOR FAMILIES". Please select the areas you are hoping to develop.

Select all that apply.

Responses Selected:

Tax Prep	
Adult Education	
Utilities	
Utilization of Family Resource Room	162

How are you currently supporting Family Engagement?

We have a wide variety of activities for families to participate in such as Family Field Trips to Cranbrook Science Center and Camp Hazelwoods, All Star Night, Visual and Performing Arts Night, Parent Teacher Conferences, Welcome Picnic, Cocoa and Caroling Night, Parent Workshops, Open School Days, Family Academic Nights such as Reading, Math, Power Word or Science Nights. These nights are designed to build relationships, teach parents about learning and how to help their child at home, Fun Days for Family wellness, etc...

We offered transportation to our family engagement events when families wanted to participate but did not have transportation. Also, offered support for any other barriers that arose surrounding attending our Family Engagement Events.

We utilized several methods of communication to capture as many families as possible such as phone blast, email, flyers, Facebook, Class Dojo, Newsletter and Marquis

We provided childcare and a meal during any workshops/meetings

We provided consistent positive communication to families district wide through positive postcards, home visits, Class Dojo, phone calls, etc.

Community Engagement

Please share the status of your work for this pillar of community schools.

What are the AREAS OF STRENGTH for your community engagement work?

Select all that apply.

Responses Selected:

Partnerships that address identified goals/needs
Active community school council
Events are open to community members
Platforms are available to share happenings with your larger community

What are AREAS OF GROWTH in your community engagement work?

Select all that apply.

Responses Selected:

Increased number of strategic partnerships
Diversify the type of partnerships
Shift partnerships to be more focused on school needs
Offer more community events
Communication with community members about school offerings
Increase opportunities for community voice

How are you currently supporting Community Engagement?

Partnered with local community organizations to provide after school programming, as well as supplement parent workshops with activities for students

Worked in tandem with our MIDHSS worker to become a drop off station for One Warm Coat

The United Oaks Community Council planned and implemented a community wide Resource Fair with 50 plus vendors and 200 community members in attendance. Participants had a variety of resources available to gather information or get services. Some of the resources included Habitat for Humanity, MichiganWorks, Promise Zone, DTE, Oakland Health Services, Corewell Health, Youth Assistance, Girl Scouts, United Way, Gleaners, MIDHHS, Hazel Park Recreation Center, etc.

City Council members, Police, Fire fighters, School officials, Hazel Park Library employees, Local Lawyers all came to United Oaks to read to our students. The student council members took charge of our guests to escort and introduce them.

Provided opportunities for community entities to have positive interactions with the school community

Ice cream with cops

Community readers

Cocoa and caroling

CS24: Family & Community Engagement Goal Setting

Completed - Jul 8 2024

CS24: Family & Community Engagement Goal Setting

Family and Community Engagement Goal Setting

Family Engagement in Student Learning

Engaged in student learning can include parent teacher conferences, attending curriculum support nights, etc.

Total number of families engaged in their student's learning during the 2023-2024 school year:

243

Parent participation in school sponsored programs should see at least a 5% increase year over year, using 2023-2024 as a baseline.

Goal for total number of families engaged in their student's learning during the 2024-2025 school year:

260

Based on your School Year 2024-25 projection, what is the target percentage increase?

5

What activities will you engage in to reach this goal?

Please be specific. Detail if this is a new initiative or a continuation of work already happening. If it is a continuation of work, explain how this will continue to move the needle.

Back to school picnic This event is on the first day our students return to school. It is an opportunity for our parents and staff to mingle in a casual setting as well as build rapport and build positive relationships on the first day of school. It is a great way to get as much information out to families early in the year. This event helps to strengthen our school & home connection as well as starts the year on a positive note.

Camp Hazelwood - We take about 150 community members up to Camp Hazelwood in the fall. We provide lunch and activities for all who attend. This is the second event we have that helps to build a positive rapport with school & relationship with staff. It will help us build relationships among and between families. It helps us build community and bring in families that don't always show up for in school activities.

DNR Field Trip - This is the second of two family field trips planned for the grant period. This year we are going to the DNR Outdoor Adventure Center in Detroit. We changed the family field trip from April to January. By doing events earlier in the year, we will capture our families early and we will get more buy-in throughout the year. It is important our families feel good about the school, have a chance to mingle with other families and have family bonding time. It will increase family engagement and help climate and culture.

Open School Days (Family Fun Days)- This is an opportunity for families to get out of the cold, interact with other families and spend time in our school. We are being more intentional to draw families into the school on these Saturday events. We provide opportunities for families to do crafts, play in the gym and explore robots. This year we will be adding "Choice Pantry" to our Family Fun Days to drive attendance and optimize our food distribution system.

Dinner and Data - This is a new initiative this upcoming grant year. We will provide dinner and childcare to the families in attendance. We will be discussing IREADY, Reading Steps, and IRLA testing results and answering any questions that our families may have regarding their child's data. This event will have tools for parents to utilize to help their students at home. We will be providing each family with a Thanksgiving turkey.

Art Show - This is a new initiative this upcoming grant year. We will be coupling the Art Show with our Spring Music Concert. This new initiative was born out of student requests to have more opportunities to showcase their non-academic work.

Visual & Performing Arts Night - This is a good evening to survey parents to gather perception data, needs assessment, etc, as it is late in the year and well attended. These surveys will assist the Community School Council with planning for the following year. These last two events are to garner information and bring families into the school.

Key Service Support to Families

Supported with key services can include utility support, individual counseling sessions, one-on-one tax services, will & testament planning, or direct food assistance, for example. Open workshops, training sessions, pampering days, etc. are **NOT** key service provisions.

Total number of families supported with key services in the 2023-2024 school year:

45

Goal number of families supported with key services in the 2024-2025 school year:

260

Based on your School Year 2024-25 projection, what is the target percentage increase?

If you do not plan to increase the number of families supported with key services, please explain.

5

What activities will you engage in to reach this goal?

Please be specific. Detail if this is a new initiative or a continuation of work already happening. If it is a continuation of work, explain how this will continue to move the needle.

Our partnership and collaboration with MiDHSS has been paramount in addressing our families welfare needs. We have been able to utilize her expertise in finding resources and combine some of the Community School funds to offer to support to as many families as possible. We are working with MiDHSS to expand the days a MiDHSS worker is onsite in our school. We are also welcoming a Social Navigator into the school to help student/families to connect with resources and knowledge in accessing resources. These services will give our families access to a person to help them navigate the EBT, SNAP, and other systems.

We will add a Social Navigator two days a week to assist with finding resouces for our families.

Additionally, we are expanding the capacity of our parent office to include more laptops. This will allow for more community members to sign up for state benefits, job search, prepare their taxes, etc. We will be using the expanded parent office to host tax preparation as well as will and testament planning workshops as well. We are adjusting our space to give more space to our Community Care Closet, Parent Office and Choice Pantry.

Food distribution is a continuation of our work, however we will be overhauling our food distribution system again this upcoming grant period. We will be coupling our food distribution dates with Open School/Family Fun Days and allowing anyone in need access the food pantry. For our families that are experiencing transportation issues or housing insecurity that need the food pantry, but cannot come on the day it is open, we will continue to deliver the food directly to them.

We plan to continue offering emergency funds to help with unexpected hardships such as utilities, transportation assistance, car repairs, etc. By offering a safety net to our families in need, we have found that this has positively impacted our relationships with families who do not typically engage in a positive manner with the school.

All of these key services have assisted our families during critical times in their lives. Our families have experienced major health issues, loss of homes, loss of transportation, family crisis, domestic violence among other things. We use these key services to help them feel supported and cared for. We strive to be the hub in good times and difficult times.

Community Events

Community Events can include general workshops, open houses, and resource fairs.

Total number of Community Events hosted in 2023-2024:

3

Number of attendees at Community Events hosted in 2023-2024:

268

Attendance at community events should see at least a 10% increase year over year, using 2023-2024 as a baseline.

Planned number of Community Events hosted in 2024-2025:

3

Goal number of attendees at Community event hosted in 2024-2025:

300

Based on your School Year 2024-25 projection, what is the target percentage increase?

11

What activities and work will you engage in to reach this goal?

Please be specific in how events will draw increased community participation.

Resource Fair - This year will be the third annual Resource Fair for Hazel Park. Our goal this year is to increase the number of vendors and diversify vendors who come to the fair. We want to ensure that we represent all facets of the community as well as increase the types of services offered. Additionally, we will partner with organizations to provide items for community members such as smoke alarms, helmets, family photos, etc. By offering this fair with the variety of resources, it assists our community with knowledge of support, helps them connect with the right supports and builds community relationships.

School Beautification - This year we embarked on the first stages of a butterfly garden at United Oaks. We invited our families and advertised on Facebook, Newsletter, phone blast, class Dojo. We had several families in the neighborhood that attended this event. We will continue with our Butterfly area as well as a few other areas around the school. As part of this project we are upgrading our Story Walk around the property. By working together it builds a sense of community and connect us to the neighborhood.

Community Garden - This is a new initiative to help draw our community into our school and see it as a hub for families. We are planting vegetables in our garden area and create a community garden for local members to get vegetables. Communication will be distributed to our neighborhood and through the district Facebook. It is our hope that a community member will step forward to help maintain the garden. During the winter we will be growing in our Hydroponic Garden and giving vegetables to our school families.

CS24: Integrated Student Supports

Completed - Jun 14 2024

CS24: Integrated Student Supports

Integrated Student Supports

Integrated student supports are coordinated support programs to address out-of-school learning barriers for students and families. This includes a focus on mental and physical health services that support student success.

Integrated Student Supports

Please share the status of your work for this pillar of community schools.

What are the AREAS OF STRENGTH with your Integrated Student Support systems?

Select all that apply.

Responses Selected:

Effectiveness of Programming
Presence of on-site support staff (i.e. social worker, school nurse, attendance agent, behavior specialist, other)
High level of participation in services offered
Activation of School Wellness Plan
Diversity of Support Offerings Available

Based on your selection, EFFECTIVENESS OF PROGRAMMING, please identify effective programs.

Select all that apply.

Responses Selected:

Behavioral Programming (PBIS, Restorative Practices, etc.)
Academic Supports

What are AREAS OF GROWTH in your Integrated Service Support offerings?

Select all that apply.

Responses Selected:

Referral system to identify students needs and offer support
Multiple service providers/partnerships to meet needs of students & families (variety types of offerings)

Based on your selection of MULTIPLE SERVICE PROVIDERS/PARTNERSHIPS TO MEET THE NEEDS OF STUDENTS & FAMILIES, please select the types of offerings you would like to develop.

Select all that apply.

Responses Selected:

Mental health and wellness supports

Financial future planning (tax support, will and testament, etc.)

How are you currently supporting Integrated Student Supports?

Food distribution - Our food distribution occurs once a month for 25-30 families. We provide frozen protein (chicken and beef) along with potatoes, milk, cheese, fruit, eggs, bread, peanut butter jelly, spaghetti, sauce, etc. We give the family the option to pick it up, get it dropped off or give it to them at the car line during pick up.

Family Care Closet - Our Family Care closet houses clothing and other items families might need but not be able to afford. We supply warm coats, backpack, cleaning supplies, hygiene products, clothing, etc. Additionally, we have the ability to support families with bedding when necessary.

Emergency family assistance - Our emergency funds were utilized in many ways this year. We assisted with utility payments, car repairs, furnace replacement,

Domestic Violence Resources - We were instrumental in getting assistance to two of our families going through some domestic violence issues in their families. In both instances, we were able to call several resources to get our parent and students to a safe place.

DHHS support via P2P worker- Partnership with the state P2P worker has been collaborative. We worked as a team and bring the resources we have available as well as what the state has to offer.

Parent office - We have a parent office located in the Community Family Room . We have purchased a desk area and use a chromebook that was donated by Tech United. We opted to purchase a new desk top and laptop computer for our Family Office Space instead of a washer/dryer since we could not find a location to put it.

CS24: Integrated Student Support Goals

Completed - Jul 8 2024

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CS24: Integrated Student Support Goals

Integrated Student Support Goals

Integrated student supports are individualized interventions. Please note - whole school programs are not considered Integrated Student supports

Please identify the number of students supported with Individualized or Small Group Integrated Student Supports in 2023-2024:

215

Please identify the goal number of students supporting with Individualized or Small Group Integrated Student Supports in 2024-2025:

240

Please select the types of Integrated Student Supports available to your students and families:

Responses Selected:

Uniforms/Clothing/Laundry
Transportation outside of school bussing
Physical Health Supports
Vision Screenings and Corrective Support
Hearing Screenings and Corrective Support
Dental Services
Food and grocery support (ex. Gleaner's)
Housing/Utilities Assistance
Transportation Support
Benefits Assistance (Medicaid, SNAP, etc.)
DHHS Referral
2-1-1 Referral
Job Support (Resume writing, career fairs, etc.)

Please identify the Partners providing Integrated Student Supports.

Michigan Works has come to work with families at one of our parent workshops.
DHHS, partners with us as we attempt to locate funds or services for families
Oakland Health Service provides vision and hearing screening as well as provided vaccines at our Resource Fair

Lions club help provide glasses to students who need them but cannot afford them.
Ride Share companies, (ie Uber, Hop, Skip, Jump, Lyft, Many of our families have had major health issues and the parent cannot drive. We provided transportation to and from school for that child

Please identify target service provisions for Integrated Student Supports in 2024-2025:

Check all that apply.

Responses Selected:

One on One Counseling
Group Counseling
Uniforms/Clothing/Laundry
Truancy Support
Vision Screenings and Corrective Support
Hearing Screenings and Corrective Support
Dental Services
Food and grocery support (ex. Gleaner's)
Housing/Utilities Assistance
Behavior Interventionalist Visits
Transportation Support
DHHS Referral
2-1-1 Referral
Social Navigation Referrals
Tax Preparation

Please identify any Integrated Student Support providers you are targeting for 2024-2025.

Mental Health services - Many of our students are still struggling mentally due to the Pandemic. We are looking for providers to assist our students with mental health issues. We will be putting together a packet of information with various resources available to our families. We will target those individuals to help them find services for one-on-one services and group council. We will be tapping into Youth Assistance, Ascension and targeting other mental health facilities to develop a network for our school.

Tax preparation - Beginning in February, we will be asking a local tax prep person to come to help our families with their taxes. We will do research to acquire more information regarding the "who"

Social Navigator referral process- We are looking forward to welcoming in the Social Navigator to assist us with the referral process and have more resources at our disposal.

BEHAVIOR INTERVENTIONS

Please share the number of INDIVIDUAL STUDENTS suspended in 23-24:

15

Is your school's suspension rate above the state average of 7.3%*?

**According to the National Center for Education Statistics.*

No

What activities are critical to maintaining a suspension rate below the state average?

With the induction of a new principal, it is important to maintain the successful PBIS Tiered System of support. The processes and procedures for behavior supports are reviewed and is not a One Size Fits All policy. We will be incorporating restorative practices at scale and have a robust Request For Assistance team approach to students who struggle with behavior.

The district is training a team of staff members at each school to be part of the Building Implementation Team.(BIT) The BIT will be meeting once a month minimally to discuss behavior data. Specifically, student, teacher, location and time stamp data. The team will discuss possible intervention, implement the intervention and revisit data the following month.

ABSENTEEISM

Please identify the percentage of students on track to be chronically absent by the end of the 2023-2024 school year:

36

Is your school above the state average of 31%*?

**State Average (according to [MISchoolData.org](https://mischoladata.org)): 31%*

Yes

If you are above the state average, your goal is to reduce that number by 15% by year 5, with this year as your baseline. What percent will you decrease chronic absenteeism by in 24-25?

10

If you achieve your goal, what percent of students do you expect to be chronically absent in 24-25?

26

What steps will you take to ensure that you meet this reduction in chronically absent students?

Please be specific and identify specific actions that will result in fewer absent students.

School will be tracking attendance by classroom weekly and setting goals for the week, month and year. The classroom with the best attendance will get 10 minutes to run the hallways. Additionally, we will have an end of the month activity for those student with good attendance. We will target our Chronic Absentee students before school begins with home visits.. We will help with any barriers that might prevent the student frpm coming to school and then monitor attendance. Each students will haver a contract for attendance.

Additionally, we are sending home an attendance fact sheet each month which will include the number of days and the percentage of the school year the student has missed. It is our belief that many parents are unaware at how many days their child has missed until we begin contacting them.

The district Director of Community Schools will also be developing a system to reduce the number of chronnically absent students.

CS24: Collaborative Leadership

Completed - Jun 14 2024

CS24: Collaborative Leadership

Collaborative Leadership

Parents, students, teachers, principals, and community partners build a culture of professional learning, collective trust, and shared responsibility using strategies such as site-based leadership teams and teacher learning communities.

Collaborative Leadership

Please share the status of your work for this pillar of community schools.

What are AREAS OF STRENGTH as it relates to Collaborative Leadership?

Select all that apply.

Responses Selected:

Regular and frequent communication with stakeholders
Community School champions outside of the coordinator, principal, and superintendent)
All or some of the 5 components of Mi-MTSS (Multi- tiered Systems of Support)
Shared responsibility for successes and challenges
Community Trust

What are areas of strength in all or some of the 5 COMPONENTS OF MI-MTSS (MULTI-TIERED SYSTEMS OF SUPPORT)?

Select the components you see as a strength at your school.

Responses Selected:

Tiered Delivery System
Team Based Leadership
Continuous Data-Based Decision Making
Comprehensive Screening and Assessment System
Selection and Implementation of instruction, Interventions & Supports

What are the AREAS OF GROWTH for Collaborative Leadership in your community school model?

Select all that apply.

Responses Selected:

Building CS Team inclusive of multiple stakeholders (youth, families, teachers, admin, non- teaching staff, community, other)

CS Council inclusive of multiple stakeholders (youth, families, teachers, admin, non- teaching staff, community, other)

Opportunities for youth, family, teachers/staff and community voice in decision making

How are you currently supporting Collaborative Leadership?

We host monthly Community Council meetings that are open to staff, students, families and community members. To remove barriers to participation, we provide dinner if the meeting is during a meal time as well as childcare to give more access to our families and community partners with children. We announce our meeting dates well in advance to give staff, families, and community members time to plan to attend. Our Community Council was responsible for planning the Resource Fair this past grant period. Multiple members of the staff including the CSC attend the monthly PTA meetings to represent community schools and discuss community school goals and how to best support the PTA initiatives. Additionally, we have several parents that are “community school champions” that have volunteered their time and efforts to uplifting the community school initiative and bringing non-involved community members together through community schools.

CS24: Collaborative Leadership Goals

Completed - Jun 14 2024

CS24: Collaborative Leadership Goals

Collaborative Leadership Goals

How many external partners are actively working on your collaborative leadership team?

2

Please identify the external partners and their role in the Community School Council.

Representatives from the Hazel Park Library and the Michigan Department of Health and Human Services participate in our Community Consortium. These organizations provide support to our families in the form of activities, utility assistance, welfare benefits, etc. The Hazel Park Library has hosted several events for children in conjunction with United Oaks during our parent workshops. MDHSS provides a Pathways to Potential (P2P) caseworker to United Oaks twice a week. The P2P caseworker and the Community Schools Coordinator work in tandem to address issues of attendance and key services needs for United Oaks families.

How many internal stakeholders are engaged in leadership?

5

Please identify internal stakeholders, their role at the school, and their role in your community school collaborative leadership model.

Karla Graessley - Building Administrator
Brooke Barnett - Community School Coordinator
Lisa Bernys - MTSS teacher
Amy Dressler - Art Teacher
Caroline Dimas - Kindergarten Teacher
Rachel Klecha - 3rd grade Teacher

Brooke and Karla assist in the development of the Council's priorities and agendas, as well as guiding the meetings to ensure that the time is efficiently spent on Council priorities. The teaching staff that participate in the council are instrumental in bringing a different perspective to the table, as well as jointly supporting and participating in Council initiatives.

CS24: Expanded Learning Time & Opportunities

Completed - Jun 14 2024

CS24: Expanded Learning Time & Opportunities

Expanded Learning Time & Opportunities

After-school, weekend, and summer programs provide academic instruction and individualized support. Enrichment activities emphasize real-world learning and community problem solving. Well-designed, expanded learning time and opportunities are aligned with the school's curriculum and learning goals.

Expanded Learning Time & Opportunities

Please share the status of your work for this pillar of community schools.

What are the **AREAS OF STRENGTH** of your Extended Learning Time opportunities?

Please select all that apply.

Responses Selected:

Diverse offerings (sports, academic, recreation, leadership, social emotional development, other)

Partnerships that support enrichment and expanded learning time

Partnerships/offerings support school curriculum and learning goals

Student participation in programs is high

Regular communication with families on Out of School Time opportunities

Quality of Programming

Programming Staff

Accessibility of programming (food provided, flexible transportation options, free to participate)

What are the areas of strength as it relates to **QUALITY OF PROGRAMMING?**

Responses Selected:

Emphasize Real-world Learning

Focus on Problem Solving

Youth Voice/Leadership

Where do you see AREAS OF GROWTH of your Extended Learning Time opportunities?

Please select all that apply.

Responses Selected:

Increase partnerships that support enrichment and expanded learning time

Improve quality of programming

What are the areas of growth as it relates to QUALITY OF PROGRAMMING?

Please Select all that apply.

Responses Selected:

Develop the 4 Cs- Critical Thinking, Collaboration, Creativity, and Communication

What are the Expanded Learning Time opportunities you CURRENTLY OFFER, and will those continue in 2024-2025?

Please note: Expanded Learning Time refers to a school-based initiative designed to offer childcare outside of the typical school day or year including before and after-care, as well as spring- winter- and summer-break programming.

We currently offer a wide variety of expanded learning time opportunities to our families that we will be continuing into the following grant period. We offer math and reading tutoring throughout the school year. We also plan to continue the following enrichment activities: Maker Club, Art Club, Girl Talk Club, YMCA, Card Club, Student Government, Writing club, Lit Craft Club, Girl Scouts, STEAM, Soccer Camp, Board Game Club, Chess Club, Culinary Club, and Performing Arts Club.

What NEW Expanded Learning Time opportunities would you like to offer in 2024-2025?

We would like to offer more writing and publishing opportunities to our students. Additionally, we would like to offer more coding, garden/environmental and music opportunities as well.

What Enrichment Opportunities would you LIKE TO OFFER in 2024-2025?

Please note: Enrichment refers to exposure to new experiences and special interests, but are not specifically designed to supplement childcare outside of the school day.

Our focus in the 24-25 grant cycle is to offer better quality programming and reviewing the after school offerings we are currently offering. We would like to include more STEAM/STEM, Robotics, Science Olympiad options. Additionally, we are considering dance, biking, jumprope, and running options.

CS24: Expanded Learning Time Goals

Completed - Jul 16 2024

CS24: Expanded Learning Time Goals

Expanded Learning Time Goals

Expanded Learning Time Programming is a school-based initiative that specifically occurs outside of the school day and supports students and families by providing a safe space for children by expanding the school day or school year for academic and enrichment opportunities. Expanded Learning Time supports families by providing free or low-cost childcare at times when many adults are at work. Often, Expanded Learning Time programming will be enrichment based, but it may also be direct academic support, latchkey programs, or interest clubs.

Enrichment Programming refers specifically to exposure to new experiences and special interests but is not specifically designed to be supplemental childcare outside of traditional school hours. These are optional learning opportunities that can increase the amount of time a student spends learning, or can introduce them to a career, hobby, or interest that may be new to them.

Total number of Expanded Learning Time opportunities offered in 2023-2024:

7

Total number of Enrichment opportunities offered in 2023-2024:

7

Total number of unique students participating in expanded learning and/or enrichment activities:

Please count each student only once.

263

Based on your current enrollment, please identify the percentage of students enrolled in an expanded learning time or enrichment activity in 2023-2024:

Please count each student only once.

76

Each school is charged with increasing participation in expanded learning and enrichment activities by 10% of the baseline established in 2023-2024 annually.

Based on the base goal of increasing participation in expanded learning time and enrichment activities, please identify your percent goal of increased participation in expanded learning and enrichment activities for 2024-2025:

86

Please identify the total number of students to be engaged in 2024-2025, including the students required to achieve the percent goal increase identified above:

This should not exceed your current enrollment.

315

CS24: Climate & Culture

Completed - Jun 14 2024

186

CS24: Climate & Culture

52 / 72

Climate & Culture

Strong community schools have a positive culture and climate that allows students to feel safe and welcomed into the school. The culture invites parents to participate in their child's school and learning experience. Teachers feel supported by administrative and district leadership and empowered to meet students' needs.

What are AREAS OF STRENGTH for the Culture and Climate of your school?

Select all that apply.

Responses Selected:

Teacher Climate and Culture Surveys/Feedback
Parent Climate and Culture Surveys/Feedback
Students demonstrate feeling a sense of belonging
Fun, enjoyable opportunities for students
Students feel there is a caring adult they can relate to
Academic and/or attendance celebrations offered
Family Participation
School spirit
Welcoming environment

Where do you see AREAS OF GROWTH for the Climate & Culture of your school?

Select all that apply.

Responses Selected:

Decreasing behavioral infractions (suspensions, office referrals)
Decreasing chronic absenteeism
Creating more fun, enjoyable opportunities for students
Increase ways for students to express their thoughts and ideas
Celebrate student cultures
Celebrate diverse families and family structures

How are you currently working to positively develop your school's Culture and Climate?

PBIS celebrations
Kindness Coupons,
Monday Morning Meeting in class
Monday Morning Meeting whole school - birthday celebrations, dancing, kindness recognition,
Home visits,
Dancing after lunch,
Positive Poster- (What song motivates you?, etc...)
Community Building games,
Book Buddies,
Support for our MSTEP test takers from their little buddies,
Safety Patrol and Service Squad,
School Pledge and Song,
Positive announcements daily
Back to School Picnic
Family Events and Field trips
Whole School scavenger hunt and prizes
Secret Santa
Staff luncheons
Staff games - duck search
"The Chocolate Basket"

CS24: Climate & Culture Goals

Completed - Jun 14 2024

CS24: Climate & Culture Goals

Climate & Culture Goals

What initiatives WERE IMPLEMENTED in 2023-2024 to improve Climate and Culture at your school?

Kindness Coupons,

Monday Morning Meeting whole school assembly- once a month to celebrate birthdays, kindness recognition, play games and dance.

Dancing or playing games after lunch - Students are the lead dancers on the stage.

Positive Posters graffiti (What song motivates you?, etc...)

Community Building games,- students and staff participated in various games to find ducks or eagles with numbers on them...if their number was drawn, they would win a prize.

School Song,- written by the music teacher

How many NEW INITIATIVES WOULD YOU LIKE TO IMPLEMENT in 2024-2025 to improve Climate and Culture at your school?

2

Please describe the TYPES OF INITIATIVES YOU WOULD LIKE TO IMPLEMENT in 2024-2025 to improve Climate and Culture at your school.

Attendance - home visits to chronic absent families, track and incentivize students for coming to school. We will offer an ATTENDANCE to students who have improved their attendance or have good attendance on a monthly bases. That will help everyone or anyone to have at least one good month. We will be tracking attendance for some students, creating a contract with student and parent, and incentivizing them when they have success.

PBIS - We are changing our whole ticket collections and we will earn celebrations as a community of learners.

This year we are going deeper with the climate and culture activities we do as we feel we have a robust offering of initiatives.

CS24: Academic Growth

Completed - Jun 14 2024

CS24: Academic Growth

Academic Growth

Academic Growth focuses primarily on standardized testing data. By identifying the number of students testing at or above proficient levels compared with state level data, we can better determine how to support students' academic needs and promote their long-term academic success.

What are the **AREAS OF STRENGTH** in your support of Academic Growth in your students?

Select all that apply.

Responses Selected:

Preparing families for standardized testing
Individualized communication from teachers to families about student growth plan
Highly Attended Math or Reading based curriculum nights
Availability of, or participation in tutoring programs
Supporting lowest achieving students with learning resources
Tiered Interventions available
School data teams examining results and creating action plans
New/Improved curriculum implementation

Where do you see OPPORTUNITIES FOR GROWTH in your support of Academic Growth in your students?

Select all that apply.

Responses Selected:

Supporting parents in understanding grade-level curriculum
Strengthening at-home learning support for parents
Offerings for high performing/advanced students
Supporting lowest achieving students with learning resources

How are you CURRENTLY SUPPORTING students in their academic growth?

Our school and district review data weekly to set goals and action steps for our students. We support student growth at all levels by individualizing instruction, using small group instruction, intervention staff and after school tutoring. Our after school tutoring is targeted and specific to ensure that we are being intentional with our instruction. Continuous improvement strategies are employed to keep our work focused (Study, Plan, Do, Act...repeat). Additionally, we make numerous attempts to get our students to school consistently as it is those chronically absent students who struggle the most.

We are heading into our third year of implementation of a new reading program. This program comes with monthly training based on school needs by an expert trainer. The training encompasses all instructional staff, including our MTSS (intervention staff)

CS24: Academic Growth Goals

Completed - Jun 14 2024

CS24: Academic Growth Goals

Academic Growth Goals

Academic proficiency is an indicator of students' long-term success. Research shows increased earning potential, college graduation, and more aligned with students working on grade level in school. A goal of United Way for Southeastern Michigan's community schools is to increase academic proficiency by 10% during the duration of school funding.

Instructions: Please complete the grid below with your baseline data (using [MiSchoolData.org](https://mischooldata.org)) for the 21-22 school year and your 22-23 data. We recognize 23-24 data isn't available at the time of your grant application. We will update and adjust target goals mid-year. In the meantime, please use your knowledge of your students to set a projected proficiency target for the 24-25 school year.

Please note: Schools that are not achieving proficiency at or above the state average in standardized testing are required to increase proficiency by a minimum of 10% by the end of Year 5, considering 2021-2022 testing data as a baseline for improvement.

Math Proficiency

Please complete the grid below with current proficiency rates and target proficiency rates for the 2024-2025 school year, with consideration of how you will reach a 10% increase by the end of the 2025-2026 grant cycle.

Grade	Average Rate of Proficiency 21-22
3rd	24.3%
4th	22.7%
5th	15.7%

	Your School Proficiency – 21-22 (baseline)	Your School Proficiency (estimated) – 22-23	Your School's Target Proficiency – 24-25
3rd Grade	13.6	24.1	30
4th Grade	8.6	14	34.1
5th Grade	14.5	10.7	24

Are each of your grade levels testing at or above the state average for proficiency in Math?

No

Please describe the activities and supports you will undertake in order to reach your 2024-2025 target proficiency for standardized testing in Math.

Over the past two years our intervention staff have been primarily working with struggling students in reading because of our new reading program. We have used our after school tutoring to assist our struggling students with math.

In the 24-25 school year our MTSS staff will be working with our struggling students with math and reading. Our staff will receive professional learning on Math Talk and there will be an expectation for staff to ensure it is incorporated during their math block. Increasing our math block to 90 minutes and ensuring teachers are using tier 2 strategies will be our first steps. (small group targeted instruction, individualized goal setting for students, student data folders to give ownership of learning)

MTSS staff will be doing tier 2 and 3 strategies with small math groups as well as using the researched based materials. Regular data review with grade level teachers will help instruction for our students to be focused. We will continue to use our IREADY, Formative assessments and priority standards to plan for our student's success.

English and Language Arts Proficiency

Please complete the grid below with current proficiency rates and target proficiency rates for the 2024-2025 school year, with consideration of how you will reach a 10% increase by the end of the 2025-2026 grant cycle.

Grade	Average Rate of Proficiency 21-22
3rd	20.3%
4th	21.6%
5th	26.5%

	Your School Proficiency – 21-22 (baseline)	Your School Proficiency (estimated) – 22-23	Your School's Target Proficiency – 24-25
3rd Grade	15.9	20.7	30.7
4th Grade	22.4	16.3	30.3
5th Grade	34.5	26.8	26.3

Are each of your grade levels testing at or above the state average for proficiency in English and Language Arts?

Yes

Please describe the work and activities that you believe has been critical in reaching or exceeding the state average for proficiency in English and Language Arts.

Our MSTEP preliminary scores show significant growth in the area of reading. Over the past two years, we have focused heavily on bringing our reading scores up. Our MTSS teachers primarily worked with our struggling students in small groups. Our new reading programs incorporates the Science of Reading which has an emphasis on foundational skills. Staff have had intensive training with the Program Coach and we have had an instructional coach in the building for two years. All of these things have helped our teachers become outstanding reading teachers and our Tier I instruction has improved.

Additionally, all teachers participate in small targeted strategy groups based on student needs. This structure has filled in the gaps in learning for many of our students. We have also done some extended day learning activities for students in reading. Many of our students do not read at home so we invited students to stay and read with a partner for an hour. We had 80 - 100 students who stayed after school for 4 weeks to read.

CS24: Centering Community Voice

Centering Community Voice

United Way for Southeastern Michigan strongly believes that equity should be the foundation of community investments. We recognize that a key component of this equity work is seeking out, valuing, and incorporating the voice of the community into grantmaking. It is one of the most effective ways to better understand and effectively respond to community needs, strengthen relationships, and achieve lasting impacts.

For more information please review the [Centering Community Voice Blueprint](#). The intent of this blueprint is to bring awareness to the need for the voice of the community to be centered in our work.

How does your organization center the voice and lived experience of those you serve?

United Oaks centers the voice and lived experience of our community in a variety of ways. We offer numerous opportunities for feedback from community members, students, and families throughout the school year. We welcome and encourage families, students, and community members to share their stories and ideas and participate in decision making through monthly school and district level committees. Through our United Oaks Community Council, we began soliciting ideas and opinions early on from our council members with regard to the community schools initiative. Using ideas from the United Oaks Community Council, we redesigned our community resource fair this year to encompass more services, vendors, and resources that were more attractive to community members. This resulted in an exponential increase in attendance compared to previous years.

We recognize that not all of our community members can attend our meetings so we employ other tactics besides meetings to capture community input. Staff members have gone into the community to speak with members regarding the community schools initiatives and where they would like to see improvements. These suggestions and ideas are then brought back to the decision making table and shared with the group.

Do you currently partner or collaborate with other community organizations when implementing your program(s) and initiative(s)?

Yes

In what ways does your organization partner or collaborate with other community organizations when implementing your program(s) and initiative(s)?

United Oaks is the focal point of this shared collaboration. Each of these organizations has played a key role in moving us forward in our efforts to follow the Community School Model. The Hazel Park Library has provided activities for our students during our parent education nights as well as attending our parent engagement nights with information about HP Library events and activities.

We partner with MIDHHS often to leverage funding in order to support our families going through crisis. We also partner with our local police and fire departments to host relationship building activities with the community. We partner with organizations such as Franklin Wright and YMCA that provide quality afterschool programs to our students. We have partnered with local community churches that have provided volunteers to many community school functions. Additionally, we partner with the UO PTA to cohost events for our students and their families. The UO PTA will be joining our Community Council for the 24-25 grant period.

How does this collaboration drive impact within the community? How do you share responsibilities, hold each other accountable and agree upon operating principles and a shared standard of care? (i.e. MOUs, contracts, etc.)?

The collaborative process builds connections and trust among stakeholders who value both their community's background and its current context. We share responsibility by clearly defining responsibilities and sharing in our successes and failures. The district utilizes MOUs and contracts to clearly define accountability and operating principles for each respective entity.

CS24: Metrics Review

Completed - Jul 17 2024

CS24 Metrics and Outcomes

Metrics Review

Impact in community schools is about positively changing students and families' outcomes. It comes through identifying challenges and implementing solutions to directly address the challenge. The goals you have already outlined support your work in changing student outcomes. In this section, we ask you to reflect on quantitative measures, or impact, that are a result of those goals. There are three ways we are asking you to count your impact:

- Through school-wide initiatives
- Through individual students served
- Through serving families and community

Please identify your metrics for each of the impact categories. For individuals served, please count unique individuals. If a student or family receives multiple services, they should only be counted once.

School-Wide Initiatives

How many school-wide initiatives will you facilitate this year?

17

Individual Students

How many unique, unduplicated individual students will you serve this year?

315

Family Services

How many individual families will you serve this year?

225

Community Services

This new metric measures community members served with community service projects or community-based offerings.

How many community members will you serve this year through community focused services and community events?

250

CS24: Budget

Completed - Jun 14 2024

CS24: Budget Budget

Instructions

Please fill in your proposed grant budget for the program program year.

You have been invited to apply for a grant of **\$100,000**. As you complete this budget form, be sure budget items align to community school pillars and the work you have identified in this application for the upcoming year.

Please note, unless otherwise specified, the Coordinator Salary allowance is reduced to 25% of the overall salary this year. Fringe benefits are not allowable under this grant program.

All proposed expenses must align to the Community School pillars. Utilize the narrative section of each budget line item to connect proposed spending to Community School Pillars, and goals set within this application.

You can use this [Excel template](#) to build your budget before inputting the numbers.

IMPORTANT ENTRY NOTES:

- A response is required for each line item. If a line item does not apply, enter zero (0) for that amount and N/A for the associated Line Item Narrative.
- If you make an edit to any of the line items that prompt an itemized breakdown, please ensure that edits are made in the breakdown as well.
- **Do not include dollar signs (\$), commas(,), decimal points/periods (.)**
- **Enter dollar values in numerical format only (do not include commas)**
- Round up line item value to nearest whole number.

	Grant Budget (\$)	Line Item Narrative
Personnel	43065	Staff Compensation for CSC, Extended Day Learning, Enrichment, Home Visits, Family Engagement Events, Parent Workshops, Community Council Childcare

Please provide additional itemized details on the PERSONNEL funded by this grant.

Your total requested amount for the Personnel line item is \$43065.

For the % FTE column, please indicate the percentage of time dedicated to this program.

Please enter dollar values as numbers only, without commas, dollar signs, or periods.

	Position Title and Name	% FTE	Requested Grant Funding (\$)
	CSC - Brooke Barnett	25	15575
	Staff compensation for Extended Day Learning -	1	14700
	Staff compensation for Enrichment	1	3500
	Staff compensation for Home Visits	1	5040
	Staff compensation for Family Engagement	1	4250
Total			43065.0

	Grant Budget (\$)	Line Item Narrative
Fringe Benefits	13393	Fringe Benefits for Staff compensation listed in personnel less CSC

	Grant Budget (\$)	Line Item Narrative
Contractual Services	1100	Outside speakers for family engagement events and extended day enrichment opportunities.

Please provide additional itemized details on the CONTRACTUAL SERVICES funded by this grant.

Your total requested amount for the contractual services line item is \$1100. Please enter dollar values as numbers only, without commas, dollar signs, or periods.

	Contractual Services Line Item Description	Requested Grant Funding (\$)	Narrative
	Outside speaker for outdoor education event	100	Camp Hazelwoods - Family Field trip speakers
	Outside contractual provider for enrichment	1000	Expanded learning time outside provider - outsi
Total		1100.0	

	Grant Budget (\$)	Line Item Narrative
Wrap Around Support to Participants	24850	support for the choice pantry, Family care closet items, snack refrigerator fruits, veggies and cheese, Emergency funds

	Grant Budget (\$)	Line Item Narrative
Equipment	0	N/A

	Grant Budget (\$)	Line Item Narrative
Supplies	3942	Purchase of

	Grant Budget (\$)	Line Item Narrative
Occupancy	0	N/A

	Grant Budget (\$)	Line Item Narrative
Utilities	0	N/A

	Grant Budget (\$)	Line Item Narrative
Evaluation	0	N/A

	Grant Budget (\$)	Line Item Narrative
Professional Development and Training	0	N/A

	Grant Budget (\$)	Line Item Narrative
Other Program Costs	7550	Food costs for family engagement & parent workshops, family field trip costs for tickets, registration,

Please provide additional itemized on the OTHER PROGRAM COSTS line item funded by this grant.

Your total requested amount for the Other Program Costs line item is \$7550. Please enter dollar values as numbers only, without commas, dollar signs, or periods.

	Other Program Costs Description	Requested Grant Funding (\$)	Narrative
	Food Costs for Family events, Field trips, parent workshops, community council.	7250	Providing dinner at family engagement events, 3 parent workshops, 2 community councils, welcome back picnic,
	Field trip ticket - DNR	300	
Total		7550.0	

	Grant Budget (\$)	Line Item Narrative
Indirect/Administrative Costs	0	N/A

Budget Grand Total

Budget Grand Total (\$)	100000
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Budget Narrative

Describe how your budget line items are critical to moving your school forward in the community school model.

Our budget line items directly target our community's needs while building trust with parents and the community at large. In the 2023-24 school year, we conducted home visits as part of our strategy to reduce chronic absenteeism and build relationships within the community. In the 2024-25 school year, we are continuing to allot grant funds towards conducting home visits due to their significant impact on absenteeism and the relationships that were built within the community.

There is a large need for basic needs assistance in our United Oaks community. To address these needs, we are committing a large amount of funding towards meeting our family's basic needs which includes funding allocated towards food assistance, emergency family support, and student and family care closet. During the 2024-25 school year, we will implement the Choice Pantry to broaden our reach and make this support more accessible to families. Meeting our family's basic needs is a stepping stone towards building trust and mutual respect between our families and the school itself.

We are continuing to put significant funds towards our parent and family engagement events - both on and off campus. These events have been well received by our community in the past and have served as a great relationship tool between students, staff, and parents. We are providing dinner and childcare at many of our family engagement events to allow parents the capacity to attend and absorb the information provided at each event. Hosting these events at United Oaks is helping us live into our goal of the school as the hub of the community. This initiative has fostered a positive climate and culture, reinforcing strong relationships between the school and the families it serves. By engaging with the community in this way, we are building a foundation of mutual support and collaboration that enriches the educational environment for our students and creates a welcoming atmosphere for all.

Lastly, the largest allocation of funds is to our extended-day programming. Our extended-day programming is focused on educational attainment and real-world skills. Our students have access to qualified educators for targeted instruction in mathematics and literacy twice a week for 24 weeks. In addition to after-school tutoring, we, in collaboration with our partners, provide many after-school clubs to our students. These clubs focus on real-world skills, areas of student interest, opportunity-based programming, and social-emotional skills.

Please describe how you are adjusting your budget to continue with at least the same level of services with the step down of the grant funds?

The district share of the CSC salary has increased, staff compensation for home visits, extended day learning, and enrichment activities have been aligned to trends in actual spending during the 22-23 and 23-24 school years and expanded community partnerships will supply portions of the food for the Choice Pantry and Care Closet supplies. The Community School leadership team is actively seeking local and regional partners to supply items for wraparound support such as baby formula, diapers, and clothing items.

Budget Narrative Upload

[24-25 Community Schools Grant Budget Details - 2024-2025pdf.pdf](#)

Filename: 24-25 Community Schools Grant Budget Details - 2024-2025pdf.pdf **Size:** 85.8 kB

Community School Pillar	Sub-Category	Budget item	Personnel		Contractual	Direct Client Services/Wraparound Support	Travel	Equipment	Supplies	Other	Professional Development & Training	Total	
Expanded Learning Time and Opportunities	Participation in Enrichment Activities	Staff Compensation - 4 Staff x 20 weeks \$35 plus \$17 fringe 1.25 hours	\$3,500	\$1,700								\$5,200	
		Outside Partner (Living Arts Detroit, Trap Yoga)			\$1,000								\$1,000
		Materials and Supplies (Garden Club, Student Government, etc) 100 Students							\$1,300				\$1,300
Expanded Learning Time and Opportunities	Accessibility - Out of District Transportation	Service provider fees (in kind)										\$0	
Expanded Learning Time and Opportunities	Accessibility - In-District Transportation	In Kind											
		Brooke salary (UW covers .25 x 60,000)	\$15,575									\$15,575	
		Indirect/admin											
	Sub-Total		\$43,065	\$13,393	\$1,100	\$24,850	\$6,100	\$0	\$3,942	\$7,550	\$0	\$100,000	

Southeastern Michigan Health Association

Agency Service Agreement

This AGREEMENT is made between the Southeastern Michigan Health Association, a non-profit corporation (“SEMHA” or “Agency”) and **Hazel Park School District** (“Contractor”).

RECITALS

A. SEMHA, a private nonprofit corporation, exists to support public and private sector public health efforts by serving as a contracted-for financial fiduciary of grant funds received by its contract partner public health organizations. SEMHA’s contracts with public health organizations may also call for SEMHA to sub-contract work on a specific public health program to independent contractors whose compensation comes from the Program’s underlying grant funds for which SEMHA is the financial fiduciary.

B. SEMHA is in need of a qualified agency to provide professional services to the **Michigan Department of Health and Human Services (MDHHS) – Family Center BG/FF/M** program, a grant-funded public health program (“Program”).

C. CONTRACTOR states that it is qualified to meet the Program’s needs, is ready, willing and able to contract with SEMHA to perform the Scope of Services, and that it understands the limited purpose of this contract, being to provide professional services to the specific grant-funded program, **Michigan Department of Health and Human Services (MDHHS) – Family Center BG/FF/M**.

In consideration of the mutual covenants set forth herein, Contractor and SEMHA agree as follows:

TERMS

1. ENGAGEMENT OF CONTRACTOR. SEMHA engages the Contractor and Contractor agrees to satisfactorily perform the services for the Program as set forth in Attachment A (“Scope of Service”).
2. INDEPENDENT CONTRACTOR RELATIONSHIP. The parties to this Agreement understand and agree that Contractor is an Independent Contractor. The relationship between the parties is purely contractual as contained herein and SEMHA is neither the agent of the Contractor nor is the Contractor an agent of SEMHA. SEMHA is contracting with Contractor to perform the professional services contained in the Scope of Service. Contractor may determine the means, methods, tools and resources, etc. needed to perform the service.
3. RELATIONSHIP TO PROGRAM. As stated in the Recitals above, SEMHA has contracts with public health organizations to provide fiduciary and personnel services to certain grant-funded public health programs. SEMHA, in turn, has sub-contracted the particular professional services stated in the Scope of Service to Contractor for Contractor’s performance in the specific Program. Contractor has no employment, contractual, or other relationship with the Program, public health organization or underlying grantor whatsoever.

In order for Contractor to perform the professional services under this Agreement however, it will often be necessary for Contractor to know and abide by Program policies and guidelines, rules and

policies for the program location (such as building hours, holidays on which the building and/or Program are closed, etc.), and SEMHA policies (non-discrimination, harassment, retaliation, etc.). Contractor's adherence to such policies, rules and guidelines, while necessary to satisfactorily fulfilling the professional services in this Agreement, does not in any way change Contractor's independent contractor relationship with SEMHA or lack of relationship whatsoever with the Program, program management or underlying Grantor.

4. **CONTRACT PERIOD.** Contractor shall commence performance of this Agreement on **October 1, 2024**. The Scope of Service (Attachment A) shall be performed satisfactorily and in such a manner as to ensure proper and timely completion of the Program objectives, expected to be on or before **September 30, 2025**. This Agreement will expire on **September 30, 2025**, unless extended or renewed, in writing, signed by both Contractor and SEMHA. Contractor shall have no expectancy that the Agreement will be extended or renewed, nor of a subsequent contract with SEMHA.

5. **TERMINATION.** Either party hereto may terminate this Agreement at any time, with or without cause, by giving ten (10) days prior written notice.

Additionally, Contractor understands and agrees that because the Program is grant-funded, Contractor's services under this Agreement are completely dependent upon the continuation of the underlying grant funds. This means that if the grant funds are exhausted, withdrawn, or otherwise terminated, so too is this Agreement, regardless of Contractor's performance or the time remaining in the Contract Period. This provision supersedes Section 4, above.

SEMHA may terminate this Agreement with reasonable cause, defined as any of the following:

- a. unsatisfactory performance by Contractor, including but not limited to, failure to make satisfactory progress toward implementing Scope of Service expectations;
- b. violation of law by Contractor amounting to a felony or misdemeanor;
- c. embezzlement by Contractor or other misuse of the Agreement;
- d. falsification of records by Contractor, including submission of false pre-contract credentials;
- e. fraud by Contractor;
- f. Contractor's staff found to be working under the influence of intoxicants or controlled substances not legally prescribed or legally prescribed substances improperly used;
- g. Contractor's failure or refusal to follow laws, regulations, policies and procedures affecting the Program for which Contractor is performing the professional services;
- h. Contractor's failure or refusal to follow Program location or SEMHA policies, procedures and rules related to Contractor's performance of the Scope of Service for the Program;
- i. Contractor's inability to perform the duties and professional services required of this Agreement.

Termination with reasonable cause shall abolish this Agreement and all rights of the Contractor pursuant to this Agreement, including the Compensation provision, shall be immediately extinguished.

6. COMPENSATION. SEMHA agrees to pay Contractor for services satisfactorily performed, not to exceed the maximum contract sum of **\$5,000.00**. Contractor agrees to provide to SEMHA an invoice prepared in sufficient detail to provide SEMHA with the necessary information to determine proper performance of services.

7. GENERAL PROVISIONS.

- a. Assignment. This Agreement, including the rights, benefits and duties hereunder, shall not be assignable by either party hereto without the express written consent of the other party to this Agreement.
- b. Indemnity. Contractor hereby agrees to defend and hold harmless SEMHA from any and all claims, expenses, losses, lawsuits or other liability to any third party arising out of the Contractor's performance of the obligations under this Agreement.

Because SEMHA and Contractor have a purely independent contractor relationship, no liability or benefits, such as worker compensation, pension rights or liabilities, insurance rights or liabilities, or other provisions or liabilities, arising out of or related to Contractor's performance of professional services for SEMHA and/or the Program shall arise or accrue to either party or either party's agent or employees.

- c. Entire Agreement. This Agreement contains the parties' entire agreement and supersedes any and all prior understandings and/or negotiations by and between them respecting the subject matter of this Agreement.
- d. Severability. The parties agree that, in the event any provision or statement in this Agreement is held to be invalid by a court of competent jurisdiction, the remaining provisions or statements of this Agreement shall remain intact and in full effect, unless the invalidity defeats the very purpose of this Agreement, in which case this entire Agreement shall become void.
- e. Amendments. No amendments or modifications of this Agreement shall be valid unless they are in writing and signed by both parties to this Agreement.
- f. Waiver. Waiver of any breach of this Agreement is specific to that breach only and does not constitute a continuing waiver of that or any other provision of this Agreement.
- g. Governing Law. This Agreement is governed by and construed in accordance with the laws of the State of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the State of Michigan.
- h. Statutes of Limitation waiver. Contractor agrees that any legal claims, causes of action or other disputes arising out of the performance of this contract, specifically including rights granted Contractor by statutes and laws such as civil rights discrimination laws, will be brought to SEMHA's attention within one hundred eighty (180) days from the date such dispute or incident happens or Contractor should reasonably have known of its occurrence. Contractor agrees that its failure to bring any claim within 180 days constitutes Contractor's full and complete waiver of the claim. Contractor further agrees that any such dispute or cause of action will be resolved by binding arbitration according to the rules of American Arbitration Association and that any arbitral award regarding compensation due to the Contractor shall be limited to actual damages only, and to the period equal to the

balance of the contract term less the amount of any mitigated compensation received.

- i. Nondiscrimination. During the term and performance of this Agreement Contractor shall comply with all federal, state, and local nondiscrimination laws, regulations and policies.
- j. Conflicts of Interest. Contractor affirms that to the best of its knowledge no **actual or potential conflict exists** between Contractor, Contractor's staff, business or financial interests and its services under this Contract. Contractor also affirms that to the best of its knowledge, no real or potential conflict exists between Contractor, Contractor's staff, business or financial interests and the Program, Program management, or underlying Grantor for which Contractor's services are contracted to be performed. Contractor also agrees that it will promptly inform SEMHA of any possible conflict of interest which may arise as a result of any change in either its business interests or services under this Contract.
- k. Debarment and Suspension. Assurance is hereby given to SEMHA that Contractor will comply with federal regulation 2 CFR part 180 and certifies to the best of its knowledge and belief that it :
 - 1. Is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or Contractor.
 - 2. Has not, within a three year period preceding this agreement, been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
 - 3. Is not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section 2.
 - 4. Has not, within a three-year period preceding this agreement, had one or more public transactions (federal, state or local) terminated for cause or default.
- l. Confidentiality. Contractor shall not use or disclose any information concerning SEMHA, the Program, Program recipients or participants, or information that may be classified as confidential for any purpose not directly connected with the administration of this Agreement, except with prior written consent of SEMHA or as may be required by law.
- m. Privacy - Health Insurance Portability and Accountability Act (HIPAA). To the extent that this Act is pertinent to the services that Contractor provides to SEMHA under this Agreement, Contractor assures SEMHA that it will maintain compliance

with HIPAA. Personal information including, but not limited to, “Protected Health Information,” collected, used, or acquired in connection with this Agreement shall be protected against unauthorized use, disclosure, modification or loss. Contractor agrees not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons Protected Health Information without the express written consent of SEMHA or as otherwise required by law. Any breach of this provision may result in immediate termination of the Agreement and the demand for return of all confidential and Protected Health Information. Contractor agrees to indemnify and hold harmless SEMHA for any damages related to Contractor’s violation of HIPAA or unauthorized use of confidential information.

- n. Compliance with Laws and Policies. The contractor agrees that it will comply with all applicable federal, state and local laws, ordinances, codes, regulations and policies in carrying out the terms of this Agreement. Contractor shall also comply with all applicable general administrative requirements such as OMB Circulars covering cost principles, grant/agreement principles, and audits.
- o. Records Maintenance and Access. If applicable, Contractor shall retain all records related to this Agreement for a period of not less than three (3) years following the date of final Compensation payment or contract termination, whichever is later. At no additional cost, these records, including materials generated under the Agreement, shall be subject at all reasonable times to inspection, review or audit by SEMHA, personnel duly authorized by the Agency, or federal and state officials so authorized by law, regulation or agreement. If any litigation, claim or audit is started before the expiration of the three (3) year period, Contractor shall retain the records until all litigation, claims, or audit findings involving the records have been resolved.

Upon expiration or termination of this Agreement, Contractor shall immediately return to the Program or SEMHA all records, materials and information, written or otherwise, in Contractor’s possession. Contractor shall not keep copies of any such records, materials or information in any form.

- p. Publication Rights. Where the Contractor exclusively develops books, films, or other such copyrightable materials through activities supported by this Agreement, the Contractor may copyright those materials. The materials that the Contractor copyrights cannot include service recipient information or personal identification data. The Contractor grants SEMHA and/or the funding agency a royalty-free, non-exclusive and irrevocable license to reproduce, publish and use such materials to the extent copyrighted by the Contractor.

The funding agency may modify the material described in the preceding paragraph which are copyrighted by the Contractor and may combine it with other copyrightable intellectual property to form a derivative work. The funding agency will own and hold all copyright and other intellectual property rights in any such derivative work, excluding any rights or interest granted in this agreement to the Contractor. If the Contractor ceases to conduct business for any reason, or ceases to support the copyrightable materials developed under this agreement, the funding agency has the right to convert its licenses into transferable licenses to the extent consistent with any applicable obligations the Contractor has to the federal government.

The Contractor shall give recognition to the funding agency in any and all publications, papers and presentations arising from the program and service contract herein.

IN WITNESS WHEREOF, the parties have executed this Agreement dated as signed below:

CONTRACTOR:

Contractor Signature

Date

Contractor Name (please print)

Street Address

Phone

City, State, Zip Code

Email Address

SEMHA:

Signature

Date

Name

Title

Southeastern Michigan Health Association
3011 West Grand Boulevard, Suite 200
Detroit, Michigan 48202
Phone #: 313-873-6500
Fax#: 313-873-6504

Attachment A
Scope of Service
(See Attached Pages)

ID Number	Schools	Address	County	Request Amount	Project Coordinator	Contact Email
11	Hazel Park School District	1620 E Elza, Hazel Park, MI 48030	Oakland	\$5,000.00	Megan Papasian-Broadwe	megan.papasian-broadwell@myhpsd.org



STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

GRETCHEN WHITMER
GOVERNOR

Elizabeth Hertel
DIRECTOR

July 8, 2024

Dear Grantee:

Enclosed is a contract for the CSHCS Bullying Prevention Initiative from the Southeastern Michigan Health Association (SEMHA). SEMHA is the fiduciary for CSHCS's Family Center for Children and Youth with Special Health Care Needs. Please review, sign, and return the contract to SEMHA. Failure to return the contract to SEMHA in a timely manner could delay funding. Checks will be processed and distributed after October 1, 2024.

Please don't hesitate to contact us if you have any questions about the contract or your bullying prevention initiative. We are here to support your efforts and pleased to partner with you in this important work.

Sincerely,

A handwritten signature in cursive script that reads "Jane Pilditch".

Jane Pilditch
Manager, Family Center for CYSHCN
Children Special Health Care Services
Michigan Department of Health and Human Services
PilditchJ2@michigan.gov

Bullying Prevention Initiative (BPI) Grant Packet 2024-2025 Guidelines

Introduction and Purpose

The Michigan Department of Health and Human Services (MDHHS) Children's Special Health Care Services (CSHCS) program is offering grant opportunities for school districts and/or schools to implement peer-to-peer programs aimed at reducing bullying for students with special health care needs. Successful organizations will create or expand a peer-to-peer support program utilizing the Statewide Autism Resources and Training (START) peer-to-peer program model to incorporate anti-bullying initiatives specific to students with any special health care need, including students who have physical, developmental, behavioral, or emotional conditions.

Michigan school districts and/or schools are eligible to apply for grants up to **\$5,000** to support peer-to-peer programs that meet the objectives outlined below. To qualify for funding, schools must complete the attached application describing their project goals, timeline for activities, expected outcomes, and a brief budget narrative. Applicants will be deidentified and reviewed by a committee which includes staff from the Children's Special Health Care Services (CSHCS) Division, the Family Center, the Michigan Department of Education, and other partners. This is a competitive grant process. Preference will be given to applications that demonstrate the ability to meet/exceed the objectives of the grant. In-kind donations and matching fund resources are not required. However, preference will be given to applicants that incorporate these types of contributions to achieve sustainability.

Objectives

Grants will be evaluated based on the extent to which the applicants meet the following objectives:

- 1) Create a more inclusive school community for students with special health care needs.
- 2) Create or expand peer support opportunities for students with special health care needs.
- 3) Increase social and emotional support in schools for students with special health care needs.
- 4) Expand anti-bullying efforts for students with special health care needs.

The following categories are eligible for funding (must be connected to **START peer-to-peer support program**):

- Salaries and wages
- Marketing and promotion
- Participation incentives for students (up to 10% of the awarded grant amount)
- Training for staff, students, and/or families
- Curriculum and programming
- Special events for program promotion
- Supplies
- Mileage and transportation costs

These funds **may not** be used for capital expenditures, endowment funds, equipment, furniture, murals, etc. Please see the "Bullying Prevention Initiative Grant Allowable and Unallowable Items" document on the CSHCS Bullying Prevention Initiative website for additional information.

Please note: There is no guarantee of future funding for this initiative and grantees may not receive funding for more than three consecutive grant cycles.

Bullying Prevention Initiative (BPI) Grant Packet 2024-2025 Application

To be considered for funding, a completed grant application must be submitted by **11:59 pm on Friday, March 15, 2024**, to the Family Center email address listed below. Grantees will be notified of the status of their application on or after **May 17, 2024**. Grant funds will be awarded to recipients after **October 1, 2024** (beginning of the fiscal year), and need to be expended by **September 30, 2025** (end of the fiscal year). All grantees will be required to submit a Final Grant Report by **October 31, 2025**. Failure to submit a Final Grant Report may result in disqualification for future funding. *Please note that changes to proposed activities and/or budget deviations more than 15% for each category require submission of a grant amendment form for preapproval.*

Grant application and final report must be emailed by the respective deadlines to cshcsfc@michigan.gov.

All BPI forms and information can be found on our website:

www.michigan.gov/mdhhs/assitance-programs/cshcs/bullying-prevention-initiative

Applicant School/District: _____

Address: _____

County(ies) Served: _____

Primary Contact: _____ Primary Contact Email: _____

Amount Requested: _____

Please describe any additional funding you will use to supplement activities:

Bullying Prevention Initiative (BPI) Grant Packet 2024-2025

1. Provide a brief narrative of your proposed peer-to-peer bullying prevention program and describe how activities will achieve program objectives (please refer to objectives 1-4 listed on page one of this packet.) If you currently have a peer-to-peer program, please provide a brief history of the current program and how this funding will expand/enhance the program: (Limit 300 words)

2. Please give a brief timeline of planned activities: (Limit 150 words)

3. Provide a breakdown of how funds will be utilized, including the amount requested for each budget category. (Note that participation incentive costs may not exceed 10% of the awarded grant amount.)

--

	Grant Funds	Other Funds	In-Kind	TOTAL
Salary and Wages				
Supplies				
Marketing and Promotion				
Mileage				
Participation Incentives				
Other				
TOTAL				



Talent Together District Commitment Agreement

Introduction

This document outlines the commitments of Talent Together partnering districts and signifies the partner district's intent to collaborate closely with Talent Together's program staff to support participating Teacher Candidates and prepare them to advance educational outcomes for Michigan's students

Benefits for Districts

By electing to sponsor a teacher candidate in Talent Together, participating districts gains access to a range of benefits, including:

- Partnering with Talent Together to achieve six key goals, including:
 - Improve educational outcomes for Michigan students served by program participants through the development of essential teacher skills and mindsets and differential retention of highly-qualified and well-prepared teaching candidates.
 - Reduce barriers to entry and persistence in the teaching field by creating flexible and accessible pathways for aspiring teachers.
 - Significantly reduce vacancies in the certification areas identified as highest-need, including special education and early childhood settings.
 - Increase the number of BIPOC teachers so that students can see themselves in their teachers and have opportunities to learn from a more diverse teacher workforce.
 - Increase retention of novice and experienced teachers through the development of professional learning experiences and career advancement opportunities.
 - Improve the economic mobility of candidates in support staff roles by providing paid, job-embedded opportunities to advance their careers.
- Direct access to Talent Together consortium staff for additional teacher leadership capacity and exposure to innovative teaching methodologies

Participation Expectations and Requirements

Participation in Talent Together does not bind a district to future employment of a teacher candidate, but districts must commit to supporting the training and development of their teacher candidates. Further, districts should not recommend individuals for the program if they have any reason to believe that they would not ultimately hire the person into a full time teacher of record position. Districts must ensure compliance with enrollment procedures, assessment requirements, and employment standards outlined by Talent Together.



In addition to the guidelines provided above, Districts agree to:

- Appoint a district leader to serve as the primary liaison with Talent Together
- Hire and support Apprentice Teachers during their apprenticeship year (Note: Talent Together will reimburse the district for the cost associated with the salary and benefits for Apprentice Teachers. A formal financial agreement will be secured between the district and Talent Together for candidates during the Registered Apprenticeship year).
- Collaborate with Talent Together to identify and support Mentor Teachers (Note: Talent Together will compensate identified and selected Mentor Teachers directly).
- Notify Talent Together of any change in candidate employment or any concerns related to performance or attendance that may have an impact on the candidate's successful completion of the Talent Together program
- Provide necessary data and support to inform program development and meet regulatory requirements
- Offer guidance and resources to teacher candidates and facilitate their participation in program activities
- Allocate release time for professional development and required coursework completion where feasible
- Coordinate supports with Post-Secondary Institution faculty and Talent Together team

Apprenticeship Program

The Talent Together Program provides a unique year-long apprenticeship program to all participants working towards an initial teaching certificate. The Registered Apprentice Program (RAP) provides the Teacher Candidate with a full school year of on the job training to ensure program participants are well prepared to enter the teaching profession. Teacher Candidates agree to the following apprenticeship features.

- The Registered Apprentice Program (RAP) will take place simultaneously during the last full year of coursework.
- Any student teaching/internship requirement traditionally included in a post-secondary institution's educator preparation program will be fulfilled by the Talent Together RAP.
- During the apprenticeship year, teacher candidates will be referred to as Apprentice Teachers.
- The Apprentice Teacher will be compensated by their partner district during their apprenticeship. Compensation includes full benefits and 80% of a 1st year teacher's salary as determined by their assigned partner district's pay scale and teacher agreement.
- Each Apprentice Teacher will be assigned a Mentor Teacher to work side-by-side with throughout the apprenticeship school year. The Mentor Teacher will:
 - share their classroom with their assigned Apprentice Teacher,
 - be hired by Talent Together following the Talent Together Mentor Teacher hiring process, and
- The Apprentice Teacher will start their RAP on the first teacher work day at their partner district and work through the last teacher work day indicated on the partner district's calendar.
- The Apprentice Teacher will not serve as a substitute teacher during their apprenticeship with the exception of substituting for their assigned Talent Together Mentor Teacher on a rare occasion when another substitute teacher is unavailable.



- The Apprentice Teacher will demonstrate proficiency on all RAP Standards required by the Michigan Department of Labor. Evidence of meeting each standard will be uploaded by the Apprentice Teacher into the Talent Together CRAFT system.
 - Failure to demonstrate proficiency on 100% of RAP standards will jeopardize the Apprentice Teacher's ability to achieve a Michigan teaching certification.
- The Apprentice Teacher will be observed and provided with feedback a minimum of two times during the school year by their assigned Talent Together Teacher Leader Facilitator.
- The Apprentice Teacher will pass the Michigan Test for Teacher Certification (MTTC) for each certification area declared and approved by Talent Together. Talent Together will reimburse the Teacher Candidate for up to two attempts at this certification area.

Financial Coverage

Talent Together funding covers various expenses, including all tuition, fees, costs associated with the Michigan Test for Teacher Certification (MTTC), stipends for participant costs, and administrative and staff roles within the consortium.

Apprentice Teachers will receive 80% of a first year teacher’s pay with full benefits. This cost is reimbursed to districts twice a year from Talent Together. If a district chooses to hire the Apprentice mid-year and the Apprentice cannot finish their full-year commitment, Talent Together will not reimburse any of the cost. Mentor Teacher stipends are paid to the teacher directly from Talent Together.

Acknowledgment and Agreement

By signing below, we acknowledge and agree to abide by the terms and conditions set forth in this Commitment Agreement.

Amy Kruppe

Hazel Park Schools

Printed Name

DocuSigned by:
Amy Kruppe

superintendent

Signature

7/26/2024

Date


Michigan Arts & Culture Council
APPLICANT ASSURANCE OF COMPLIANCE

This Assurance of Compliance (the "Assurance") is delivered by the undersigned, an authorized officer (the "Authorized Officer") on behalf of HAZEL PARK SCHOOLS (the "Applicant"), in connection with the Applicant's grant application (the "Grant Application") to the Michigan Arts and Culture Council (the "MACC"). As one of the inducements to the MACC to consider the Grant Application, the Applicant hereby certifies, warrants and represents that:

1. The undersigned is an Authorized Officer of the Applicant.
2. A resolution authorizing the Grant Application (the "Resolution") was duly adopted by the Applicant at a duly called meeting of its legislative body and that at such meeting a quorum was present and acting throughout. The Resolution is in full force and effect, constitutes the legal and binding action of the Applicant, and has not been altered, amended or repealed as of the date hereof.
3. The Applicant is in compliance with the following statutes:
 - a. **Title VI of the Civil Rights Act of 1964**, as amended (42 U.S.C. 2000d *et seq.*), as implemented by the National Endowment for the Arts (the "NEA") at 45 C.F.R. § 1110.
 - b. **Section 504 of the Rehabilitation Act of 1973**, as amended (29 U.S.C. 794 *et seq.*), as implemented by the NEA at 45 C.F.R. § 1151.
 - c. **Americans with Disabilities Act of 1990**, as amended (42 U.S.C. 12101 *et seq.*)
 - d. **Age Discrimination Act of 1975**, as amended (42 U.S.C. 6101 *et seq.*), as implemented by the NEA at 45 C.F.R. § 1156.
 - e. **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681 *et seq.*)
4. The Applicant will solely administer any grant funds received from the MACC (the Grant Funds").
5. The Applicant has reviewed the MACC's grant guidelines (the "Guidelines") which can be found here: <https://www.michiganbusiness.org/industries/macc/macc-grants/> and will conform with the Guidelines.
6. The Grant Application contains the complete scope of work (the "Scope") for which the Grant Funds will be used for.
7. The Applicant will not use the Grant Funds to either (a) supplant any funds formally budgeted for the Scope or (b) for any purpose other than the Scope.
8. All information provided by the Applicant in the Grant Agreement and this Assurance of Compliance is accurate and complete in all material respects.

IN WITNESS WHEREOF, we have hereunto set our hands as of that date set forth below.

HAZEL PARK SCHOOLS

DocuSigned by:

 C3DEA07C08C0480...

By: Amy Kruppe
Its: Superintendent

7/24/2024

DATED: _____

CONTRACT FOR GREAT START READINESS PROGRAM FUNDS

This CONTRACT FOR GREAT START READINESS PROGRAM FUNDS (the “Contract”) is entered into by and between **OAKLAND SCHOOLS**, a Michigan intermediate school district, whose address is 2111 Pontiac Lake Road, Waterford, Michigan 48328 (“Oakland Schools”) and those public school districts, public school academies, community-based organizations or other educational entities who are eligible and elect to participate in the Program in accordance with Section II of this Contract (hereinafter referred to individually as a “Sub-Recipient” and collectively as the “Sub-Recipients”). Oakland Schools and each Sub-Recipient may also be referred to herein as a “Party” and collectively Oakland Schools and the Sub-Recipients may be referred to herein as the “Parties.”

RECITALS

1. Oakland Schools administers a Great Start Readiness Program (the “Program”) in accordance with applicable laws.
2. The Sub-Recipients may apply to participate in the Program.
3. Oakland Schools is the grantee of Program funds under Sections 32d and 39 of the State School Aid Act, MCL 388.1632d and 388.1639 (the “Funds”), to act as the fiduciary to allocate the Funds to the Sub-Recipients for their respective Great Start Readiness Program (a “Sub-Recipient Program”).
4. Oakland Schools is required to allocate the Funds to the Sub-Recipients in accordance with the applicable funding formulas, application processes and other Program criteria as established by applicable law and the Michigan Department of Education (the “MDE”).
5. The purpose of this Contract is to set forth the terms and conditions under which Oakland Schools will administer the Program and to also set for the terms and conditions under which the Sub-Recipients may participate in the Program and receive an allocation of Funds to meet the need for Great Start Readiness Program (“GSRP”) services.

NOW THEREFORE, the Parties agree as follows:

I. DESIGNATION OF FIDUCIARY

The Parties acknowledge that Oakland Schools is the fiduciary of the Funds allocated to it under the State School Aid Act as part of administering the Program. Oakland Schools will allocate the Funds in accordance with the funding formulas, application processes and other Program criteria as established by the MDE and pursuant to the terms and conditions of this Contract. Oakland Schools will monitor each Sub-Recipient’s use of the allocated Funds to ensure compliance with this Contract, applicable laws and requirements of the MDE.

II. APPLICATION AND FUNDING PROCESS

Each Sub-Recipient agrees it must apply for Program funding with Oakland Schools in accordance with Oakland Schools' Program application process and other Program criteria established by the MDE, as well as execute the Participant Election Form attached hereto and incorporated herein by reference as **Attachment A**. Oakland Schools will allocate the available Funds in accordance with applicable laws. Oakland Schools agrees to annually provide all necessary application forms and criteria to the Sub-Recipients. It is understood by each Sub-Recipient that "community need for" and "quality of" the Program to be provided by the Sub-Recipient are key criteria in allocation of Funds. Oakland Schools will annually send each Sub-Recipient via electronic mail (or other written communication) indicating: 1) the number of slots the Sub-Recipients has been allocated; 2) the plan for using the slots; 3) the total funding allocated based upon the total number of slots allocated to the Sub-Recipient; 4) the amount to be retained by Oakland Schools which will not exceed the statutorily allowed amount; and 5) the total amount that the Sub-Recipient will receive if they certify full enrollment on the Early Childhood MSDS submission.

III. RESPONSIBILITIES OF OAKLAND SCHOOLS

Oakland Schools shall administer those duties as expressly authorized or required by this Contract and may carry out duties that are implied or incidental to those express duties under this Contract. Except as otherwise provided for herein, Oakland Schools shall have no authority to contract for or bind the Sub-Recipients. Furthermore, Oakland Schools agrees to perform the following duties (collectively the "Services"):

- A.** Oakland Schools will annually, or at other intervals required by the MDE, complete the Community Needs Assessment Application ("CNA") with the MDE, or otherwise apply for the Funds in accordance with Sections 32d and 39 of the State School Aid Act.
- B.** Subject to the terms and conditions of this Contract and applicable federal, state and local laws, rules regulations and ordinances, Oakland Schools will distribute the Funds to each respective Sub-Recipient in accordance with their respective funding allocation under applicable funding formulas, application processes and other Program criteria as established by Sections 32d and 39 of the State School Aid Act, and any other applicable laws and the MDE.
- C.** Subject to Section III.B. above:
 - 1. Oakland Schools will distribute the full allocation of Funds to each respective LEA/PSA Sub-Recipient each year. The Funds will be distributed to each Sub-Recipient electronically or by check in eleven (11) equal payments during the last week of each month in which State School Aid funds are distributed by the State of Michigan/MDE. Detailed information regarding the amount of Funds included in each distribution will be delivered to each Sub-Recipient the same week as each distribution. Oakland Schools reserves the right to withhold or delay distribution of Funds. If the Sub-Recipient is

determined to be out of compliance with financial reporting or program quality requirements and if upon subsequent review Oakland Schools determines in its sole discretion, the Sub-Recipient has resolved all areas of non-compliance and establishes a time period, Oakland Schools will distribute the Funds consistent with this Contract.

2. Oakland Schools will distribute the full allocation of Funds to each respective Community-Based Organization (“CBO”) Sub-Recipient each year, except as provided in Paragraph III. C.1. in the following manner:
 - a. Twenty percent (20%) of the CBO Sub-Recipient’s total estimated annual grant allocation approved by MDE, hereafter referred to as “Grant Up Front Funds,” will be distributed to the CBO Sub-Recipient within thirty (30) days of the date this Contract is fully executed by both Parties and the CBO Sub-Recipient submits an invoice request for Grant Up Front Funds according to Oakland Schools requirements as set forth in the GSRP Agency Expenditure Report form. Thereafter the CBO Sub-Recipient shall submit accurate documentation as required by Oakland Schools to itemize actual expenditures incurred equal to the Grant Up Front Funds. Oakland Schools shall distribute to the CBO Sub-Recipient the amount set forth in said invoice within thirty (30) days of Oakland Schools Financial Services Department receipt thereof, provided however, Oakland Schools reserves the right to delay the distribution of expenditures or Funds for invoicing inaccuracies or deny the distribution of expenditures or Funds of any impermissible expenditures or Funds if the Sub-Recipient is out of compliance with financial reporting or the program quality requirements, if current enrollment will not result in enough final funding to cover the expense. Grant Startup Funds must be tracked in the GSRP Agency Expenditure Report and shall be expended by June 30 annually.
 - b. New classrooms awarded funding from MDE in addition to slot and transportation funding, hereafter referred to a “New Classroom Startup Funds”, will be distributed to the CBO Sub-Recipient within 30 days of the date this Contract is fully executed by both Parties and the CBO Sub-Recipient submits an invoice according to Oakland Schools requirements as set forth in the GSRP Agency Expenditure Report form. Thereafter the CBO Sub-Recipient shall submit documentation as required by Oakland Schools to itemize actual expenditures incurred equal to the New Classroom Startup Funds. Oakland Schools shall distribute to the CBO Sub-Recipient the amount set forth in said invoice within thirty (30) days of Oakland Schools receipt thereof, provided however, Oakland Schools reserves the right to delay distribution of any impermissible expenditures or Funds if the Sub-Recipient is out of compliance with financial reporting or the program quality requirements or if current

enrollment will not result in enough final funding to cover the expense. New Classroom Startup Funds must be tracked and reported in a separate budget and shall be expended by March 31 annually.

- c. Thereafter, the CBO Sub-Recipient shall submit a monthly invoice. Each invoice shall be accompanied by supporting documentation as required by Oakland Schools to itemize actual expenditures incurred. Oakland Schools shall distribute to the CBO Sub-Recipient the amount set forth in said invoice within thirty (30) days of Oakland Schools receipt thereof, provided however, Oakland Schools reserves the right to delay distribution of any impermissible expenditures or Funds if the Sub-Recipient is out of compliance with financial reporting or program quality requirements, or if current enrollment will not result in enough final funding to cover the expense.
- d. A CBO Sub-Recipient may make a one-time request for an additional allocation of Funds (“Additional Funds”) conditioned upon all of the following: (i) the state of Michigan fails to adopt the state budget amending the School Aid Act for up-coming Fiscal Year by October 1; (ii) the CBO Sub-Recipient has expended all of its Carry-over Funds, and (iii) the CBO Sub-Recipient is able to demonstrate its inability to maintain continuity of services without the Additional Funds. The one-time request shall only include: (i) expenditures incurred during the period of July 1 - September 30 of the current Program fiscal year; and (ii) for which invoices are submitted and received by Oakland Schools during September of the current Program fiscal year. Oakland Schools, subject to the approval of the Assistant Superintendent of Educational Services, will distribute the Additional Funds to the CBO Sub-Recipients from any GSRP carryover funds held by Oakland Schools. The total amount of Additional Funds distributed to CBO Sub-Recipients shall not exceed the total amount available in the GSRP carryover account. The CBO Sub-Recipient shall reimburse Oakland Schools the Additional Funds distributed through a deduction from the CBO’s current year grant allocation. Oakland Schools may deny a request for Additional Funds for the reasons set forth in **Attachment A**, Paragraph 3 or as otherwise provided in this Contract.

3. In the event that a Sub-Recipient elects to discontinue participation in the Program or is closing or closes, Oakland Schools will suspend further Funding and require that the Sub-Recipient first submit a final expenditure report with supporting documentation. Oakland Schools will follow Generally Accepted Accounting Principles to determine the depreciated value of furniture and equipment the Sub-Recipient purchased with GSRP Program Funds, Grant Up Front Funds and Transportation Funds, and deduct

this amount from any remaining available Funds, collect the dollar amount from the Sub-Recipient owed to Oakland Schools if there are no remaining Funds, and/or collect the furniture or equipment. Any further payments to the Sub-Recipient will be on a reimbursement basis for expenditures incurred before closure. To request reimbursement, the Sub-Recipient shall submit an invoice with a completed GSRP Agency Expenditure report supported by a general ledger detail report generated from an accounting system that meets general accounting standards.

- D.** Oakland Schools shall maintain records of any duties or obligations performed, and any Funds received or disbursed, under this Contract. Such records shall be kept in accordance with Generally Accepted Accounting Principles and shall be made available to the Sub-Recipients during normal business hours, upon reasonable notice.
- E.** Oakland Schools shall have an annual independent audit completed for all Funds of the Sub-Recipients. Notwithstanding the foregoing, if Oakland Schools, in its sole discretion, determines that the activities of a Sub-Recipient require a review of Sub-Recipient's use of the Funds, the Sub-Recipient shall be responsible for all costs and expenses associated therewith.
- F.** Sub-Recipient shall operate its Program utilizing an "Early Childhood Specialist" (an "ECS").

 - 1. Oakland Schools will provide an ECS to all Sub-Recipients consistent with the qualifications set forth in Attachment B and the functions the ECS shall perform as set forth in Attachment B. These qualification and functions are included as regulations in the Michigan Department of Education Great Start Readiness Program Implementation Manual which can be found at https://www.michigan.gov/mde/0,4615,7-140-63533_50451-217313--00.html. Oakland Schools must approve all ECSs per MDE and Oakland Schools requirements for ECSs. ECS services are included as part of the Fee.
 - 2. Sub-Recipients may be authorized to provide ECS services for its Program subject to Oakland Schools' approval and the ECS compliance with the qualifications set forth in Attachment B and the ECS effectively performs the functions also set forth in Attachment B. The Sub-Recipient will provide this individual with the time and support necessary to comprehensively provide the functions included in this Contract. These qualification and functions are included as regulations in the Michigan Department of Education Great Start Readiness Program Implementation Manual, which can be found at https://www.michigan.gov/mde/0,4615,7-140-63533_50451-217313--00.html. Once the ECS has completed their service, Oakland Schools shall provide an ECS to the Sub-Recipient.

- G. Oakland Schools shall render the Services with the same degree of care normally exercised by public school districts under similar circumstances.
- H. Oakland Schools shall oversee the School Readiness Advisory Committee of the Great Start Collaborative – Oakland meetings.
- I. Oakland Schools shall provide notification of, and assistance with, preparation of Program reports required to be prepared by the Sub-Recipient.
- J. Oakland Schools shall provide assistance with questions of child eligibility, Program requirements, central enrollment, care coordination, etc.
- K. Oakland Schools shall provide leadership in the development of County-wide guidance relating to the Program.
- L. Oakland Schools shall support meetings for the Early Childhood Specialists.
- M. Oakland Schools agrees to make available various professional development offerings related to High Scope, as well as other topics relevant to the Program.
- N. Oakland Schools agrees to develop and maintain a County-wide classroom quality assessment system for the Sub-Recipient, included as part of the Fee.
- O. Oakland Schools agrees to develop and maintain a County-wide Online child assessment system for the Sub-Recipient, included as part of the Fee.
- P. Oakland Schools shall provide updates on pertinent topics and Program changes.
- Q. Oakland Schools shall develop a plan for how Oakland Schools and all Sub-Recipients of Funds under the Program will partner to ensure the high-quality implementation of the Program.
- R. Oakland Schools shall develop a plan for annual Program evaluation.
- S. Oakland Schools shall monitor Sub-Recipient Program compliance on an on-going basis.
- T. Oakland School shall determine slot allocations for Sub-Recipients in accordance with the MDE and Sections 32d, and 39 of the State School Aid Act.

IV. DUTIES AND RESPONSIBILITIES OF EACH SUB-RECIPIENT

Each participating Sub-Recipient acknowledges that Oakland Schools will need the active support of the Sub-Recipient’s officers and members to provide the Services under this Contract, and each Sub-Recipient agrees to use its best efforts to cooperate with Oakland Schools in this regard. Furthermore, each Sub-Recipient agrees to:

- A.** Complete the appropriate applications, Participant Election Form, reports and other documents with Oakland Schools and/or the MDE as required by Sections 32d and/or 39 of the State School Aid Act or the MDE on or before such times or deadlines required by the MDE and/or Oakland Schools.
- B.** Complete all necessary documents in MIECC and MiRegistry relative to the Sub-Recipient's program, including, but not limited to, the Early Childhood Specialist, site description page(s), classroom page(s) and budget on or before such times or deadlines required by the MDE and/or Oakland Schools.
- C.** Maintain a complete Program budget as required by Section 32d of the State School Aid Act.
- D.** Maintain complete and accurate records and reports for all aspects of the Sub-Recipient's Program and submit the same to Oakland Schools and/or the MDE upon request or as otherwise required by law.
- E.** Maintain an annual expenditure report for the Program showing how the Sub-Recipient applied its respective Funds and submit the same to Oakland Schools on or before the last business day in July of each year in a manner and using such forms as may be provided by Oakland Schools.
- F.** Not use or expend any of the Funds in a manner that would be in violation of any federal or state law, rule, regulation, ordinance or Program requirements that is applicable to the Sub-Recipient or Oakland Schools.
- G.** Be solely responsible for all services required for the ownership and operation of a Sub-Recipient Program beyond the scope of the Services to be provided by Oakland Schools in accordance with this Contract. Each Sub-Recipient shall be responsible for compliance with all applicable federal, state, and local laws and regulations with respect to operation of the Sub-Recipient and compliance with applicable laws governing the Sub-Recipient Program and use of Funds. The Sub-Recipient expressly acknowledges and agrees that: (i) any costs or expenses that may be incurred by the Sub-Recipient Program that are in excess of the amount of Funds allocated to the Sub-Recipient under this Contract are the sole responsibility of Sub-Recipient; and (ii) if Sub-Recipient expends any Funds, or seeks reimbursement for expenses, which are deemed to be ineligible expenses under the Program, the Sub-Recipient shall be responsible for all such expenditures and/or shall reimburse Oakland Schools for such ineligible expenses which may have been reimbursed or included on any expenditure report.
- H.** Retain any Funds not spent on approved programs during the current fiscal year ("Carry-over Funds") and file all reports detailing the use of such Carry-over Funds as required by the MDE on or before such times or deadlines required by the MDE and/or Oakland Schools. Such Carry-over Funds shall be used in the subsequent fiscal year on approved programs as permitted by law and/or the MDE. Such Carry-over Funds shall be expended by October 31 annually. Funds unspent will be

retained by or returned to Oakland Schools. The Sub-Recipient acknowledges that any expenditures not utilizing Carry-over Funds, thus dependent on subsequent annual allocation under the Program, are at risk of not being reimbursed by Oakland Schools if a subsequent GSRP appropriation is reduced or the Sub-Recipient's allocation in a subsequent year is reduced or the Sub-Recipient stops participation in the Program or this Contract is not renewed or terminated.

- I. Each Sub-Recipient acknowledges and agrees that each Sub-Recipient will only receive Funds for the number of children actually noted in the ISD enrollment system and served and certified on the Early Childhood MSDS submission and file all reports detailing the use of such Funds as required by the MDE or Oakland Schools on or before such times or deadlines required by the MDE and/or Oakland Schools.
- J. Sub-Recipient must demonstrate to Oakland Schools and the MDE that the Sub-Recipient operates its Program utilizing the "Early Childhood Specialist" ("ECS") approved by Oakland Schools. Oakland Schools will provide an ECS to the Sub-Recipient included in the Fee. Oakland Schools will notify the Sub-Recipient annually of such fee, and payment obligations for the same.
- K. Sub-Recipients shall correct all non-compliance issues identified by Oakland Schools within the agreed upon time periods.
- L. Each Sub-Recipient shall counter-execute and deliver to Oakland Schools the annual allocation acceptance form by the deadline from Oakland Schools regarding slot and funding allocation.

V. **TERM AND TERMINATION**

- A. **Term.** This Contract will be in effect for each respective Sub-Recipient commencing as of the beginning of the Program fiscal year under the Participant Election Form and will continue for successive periods of one (1) Program fiscal year (each a "Term"), until terminated in the manner described below. Provided a Sub-Recipient is not terminated from, or does not elect to terminate, its participation in the Program and otherwise continues uninterrupted participation in the Program, a Participant Election Form does not need to be executed each Program fiscal year. However, if a Sub-Recipient's participation in the Program ends or is terminated for any reason, such Sub-Recipient will be required to execute a new Participant Election Form upon acceptance back into the Program.
- B. **Termination.** An individual Sub-Recipient's participation in Program may be reduced or terminated by Oakland Schools if the Sub-Recipient elects to discontinue its participation in the Program, does not apply for, or is not allocated Funds for a subsequent fiscal year, or there is a decrease in the "community need for" or "quality of" the Program provided by the Sub-Recipient, provided however, such termination shall be effective at the end of a fiscal year and does not excuse the Sub-Recipient from the performance of its obligations under this Contract or

applicable law for prior fiscal years. Oakland Schools may immediately terminate a Sub-Recipient's participation in the Program if the Sub-Recipient fails to comply with the terms and conditions of this Contract, misuses any Funds, commits fraud or otherwise fails to comply with all applicable laws, rules and regulations, reporting requirements or MDE requirements, provided that such termination does not excuse the Sub-Recipient from the performance of its obligations under this Contract or applicable law for prior fiscal years. If the Sub-Recipient engages in conduct that violates Michigan criminal law, the matter will be referred to the appropriate law enforcement agency for handling. If Oakland Schools terminates a Sub-Recipient's participation in the Program, Oakland Schools will notify the MDE and the Sub-Recipient will be added to a debarment list precluding participation in the Program in the future. Oakland Schools may terminate its participation under this Contract upon sixty (60) days prior written notice to all Sub-Recipients who participate under this Contract, provided however, Oakland Schools may only terminate its participation in this Contract for documented economic reasons and such termination shall only occur at the end of a fiscal year. If Oakland Schools desires to terminate its participation for the upcoming fiscal year, Oakland Schools shall notify each Sub-Recipient within 30 days after notification from MDE to Oakland Schools of the allocation of Funds for the upcoming fiscal year. Upon termination, the Parties agree to account for all remaining Funds as required by law and/or the MDE.

VI. FEE FOR SERVICES

In consideration for the Services provided by Oakland Schools under this Contract, Oakland Schools will retain from each Sub-Recipient nine percent (9%) of the total amount of Funds allocated to the respective Sub-Recipient for administrative services by Oakland Schools under this Contract, provided that Oakland Schools shall retain at a minimum of \$8,300 per classroom unless otherwise prohibited by law (the "Fee"). Oakland Schools will withhold this Fee from the payments distributed to each monthly distribution to the Sub-Recipient. The Fee covers various costs including but not limited to those related to ECS services, county-wide child and staff recruitment, processing child applications to determine eligibility and program referrals, program assessment tools, and COR licenses. Oakland Schools reserves the right to adjust the Fee in subsequent fiscal years and Oakland Schools will notify each Sub-Recipient in writing of such adjustment prior to the beginning of the subsequent fiscal year.

VII. RELIANCE ON ORGANIZATION INFORMATION

The Services that Oakland Schools has agreed to provide under this were developed based on operational and financial information provided by each Sub-Recipient. Each Sub-Recipient represents and warrants that such information is current, complete, and accurate, and acknowledges that Oakland Schools has reasonably relied on it. Each Sub-Recipient shall continue to provide similar information to Oakland Schools from time to time, which will also be current, complete, and accurate, so that Oakland Schools may reasonably rely on it in providing the Services contemplated hereunder. If such operational and/or financial information of the Sub-Recipient changes or is inaccurate, then the duties, terms and obligations of Oakland Schools shall be renegotiated and restated to correct such change or inaccuracy on mutually agreeable terms and

Oakland Schools shall not be liable for any Services performed in reliance upon such inaccurate information. Furthermore, the Services shall not constitute an audit of any of each Sub-Recipient's internal controls, programs or operations.

VIII. WARRANTIES AND LIABILITY

Except as otherwise set forth in this Contract, the Sub-Recipients and Oakland Schools also agree that Oakland Schools has not provided any warranty, express or implied, concerning the performance of the Services and Oakland Schools SHALL NOT BE LIABLE FOR ANY DIRECT OR INDIRECT, SPECIAL, GENERAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, WHETHER ARISING FROM THIS AGREEMENT OR THE SERVICES.

IX. CONFIDENTIAL INFORMATION

- A.** Except as required to perform the Services or as required by law, Oakland Schools agrees that it will never, during the Term of this Contract or at any time subsequent to termination of this Contract, directly or indirectly use or disclose any confidential information of a Sub-Recipient without the written consent of the Sub-Recipient.
- B.** All records, forms and supplies or any reproduced copies provided and furnished by the Sub-Recipient to Oakland Schools and/or any consultant or independent contractor secured by Oakland Schools or obtained by Oakland Schools during the course of rendering the Services to the Organization shall always remain the property of the Organization and shall be returned to the Organization on demand, or upon termination of this Contract.

X. REPORTING

Attached hereto, and incorporated herein by reference, as **Attachment C** is the timeline for the documents and reports that are required to be prepared under the Program and the Party who is responsible for preparing said documentation and/or report. This attachment may be updated by Oakland Schools on an annual basis, or as otherwise required by the MDE or applicable law.

XI. TOOLS FOR CURRICULUM AND ASSESSMENT

Attached hereto, and incorporated herein by reference, as **Attachment D** is the list of tools for curriculum, assessment and other professional development for Sub-Recipient staff relative to the Program. This attachment may be updated by Oakland Schools on an annual basis, or as otherwise required by the MDE or applicable law.

XII. MEETINGS

Attached hereto, and incorporated herein by reference, as **Attachment E** are the required GSRP Partner meetings for the current fiscal year. This attachment may be updated by Oakland Schools on an annual basis, or as otherwise required by the MDE or applicable law.

XIII. NOTICES

Any notice under this Contract must be in writing, and will be effective when delivered personally, delivered by a national overnight delivery service, or three (3) business days after being deposited in the United States mail (postage prepaid, registered or certified). In the case of a notice from a Sub-Recipient to Oakland Schools, notice must be provided to Oakland Schools' Director of Early Childhood at the address listed above. In the case of a notice from Oakland Schools to a Sub-Recipient, notice must be provided to the respective Sub-Recipient's representative set forth on the Participant Election Form.

XIV. GOVERNING LAW

This Contract shall be governed by the laws of the State of Michigan, with venue being Oakland County, Michigan.

XV. SEVERABILITY

If a court of competent jurisdiction holds any Section, subsection or provision of this Contract is not enforceable, the remaining Sections, subsections and provisions will remain in full force and effect.

XVI. ENTIRE AGREEMENT

The Parties agree this document is the entire agreement concerning the subject matter. Accordingly, this Contract supersedes any and all other understandings or agreement, verbal or written, and may not be modified except by another written agreement executed by a legally authorized representative of each Sub-Recipient and Oakland Schools.

XVII. COMPLIANCE WITH LAWS

Oakland Schools and each Sub-Recipient shall abide by and adhere to all applicable federal, state and local laws, rules, regulations and ordinances pertaining to the performance of any of their respective obligations under this Contract. Additionally, each Party to this Contract will conduct their obligations in accordance with their respective policies, procedures, rules and regulations.

XVIII. INVALIDITY OF PROVISION

The invalidity of any article, section, subsection, clause or provision of this Contract shall not affect the validity of the remaining sections, subsections, clauses or provisions hereof which remain valid and be enforced to the fullest extent permitted by law.

XIX. CAPTIONS

The captions in this Contract are inserted only as a matter of convenience and for reference and in no way define, limit, enlarge or describe the scope or intent of this Contract nor in any way shall affect this Contract or the construction of any provision hereof.

XX. WAIVER

A Party may not waive any default, condition, promise, obligation or requirement applicable to the other Party hereunder, unless such waiver is in writing signed by an authorized representative of such Party and expressly stated to constitute such waiver. Such waiver shall only apply to the extent given and shall not be deemed or construed to waive any such or other default, condition, promise, obligation or requirement in any past or future instance. No failure by a Party to insist upon strict performance of any covenant, agreement, term, or condition of this Contract, or to the exercise any right or remedy in the event of default, shall constitute a waiver of any such default of such covenant, agreement, term or condition.

XXI. SUCCESSORS AND ASSIGNS

The covenants, conditions and agreements in this Contract shall be binding upon and inure to the benefit of each Party, their respective legal representatives, successors and assigns.

XXII. COUNTERPARTS

This Contract may be executed in any number of counterparts, each of which shall be an original, but all such counterparts shall together constitute one and the same instrument.

XXIII. AUTHORIZED SIGNATORY

Each Party represents that the individual executing this Contract is duly authorized by and has the authority to execute this Contract and bind, the respective Party.

XXIV. DISPUTE RESOLUTION

Except for the pursuit of injunctive relief or as otherwise required by law, any claim, dispute, difference or disagreement (a "Dispute") arising under or relating to this Contract shall be settled in accordance with the following:

- A. Any Dispute must be initiated by a Party through a written notice, describing the Dispute in detail, to the other Party within a reasonable time after the occurrence of events giving rise to the Dispute or within a reasonable time after the claimant first recognizes the condition(s) giving rise to the Dispute, whichever is later, and a Dispute does not arise until such written notice is given;
- B. After the aforementioned notice has been properly given and received by the Parties, the Parties shall meet in attempt to amicably resolve the Dispute in good faith within thirty (30) calendar days;
- C. If the parties are unable to amicably resolve the dispute, the Parties shall refer the dispute to the Great Start Readiness Program Advisory Board (the "Advisory Board"). The Advisory Board shall consist of one member from Oakland Schools, one member from five (5) school districts participating in the Program and receiving Funds, and one (1) agency participating in the Program and receiving Funds. The Advisory Board shall review the dispute and provide for its disposition

of the dispute within forty-five (45) days of being referred the Dispute, unless otherwise agreed to by the Parties in writing.

WHEREAS, this Contract for Great Start Readiness Program Funds is effective as of the beginning of the Program fiscal year set forth in the Participant Election Form.

ATTACHMENT A

PARTICIPANT ELECTION FORM FOR GREAT START READINESS PROGRAM

This **PARTICIPANT ELECTION FORM FOR GREAT START READINESS PROGRAM** (the “Form”) is entered into as of _____, 202__ (the “Effective Date”), by and between **OAKLAND SCHOOLS**, a Michigan intermediate school district, whose address is 2111 Pontiac Lake Road, Waterford, Michigan 48328 (“Oakland Schools”) and _____, a _____, whose address is _____, (the “Participant”).

- A. The Participant has applied for and is eligible to receive Great Start Readiness Program Funds through Oakland Schools in accordance with Sections 32d and 39 of the State School Aid Act, MCL 388.1632d and 388.1939 (the “Funds”).
- B. The Participant is required to affirmatively elect to participate in the Great Start Readiness Program (the “Program”) through execution of this Form.

NOW THEREFORE, in consideration of the mutual covenants contained herein, and other valuable consideration, the receipt thereof is hereby acknowledged, the parties agree as follows:

- 1. The Participant elects to participate in the Program and Oakland Schools and the Participant agree to participate in the Program in accordance with, and subject to, the terms and conditions of Oakland Schools’ Contract for Great Start Readiness Program Funds (the “Contract”). The Participant is referred to as a “Sub-Recipient” under the Contract.
- 2. The Participant acknowledges and agrees that multiple entities will participate in the Program and the number of participants will vary from year to year. The Participant acknowledges and agrees that it may elect to discontinue or terminate its participation in the Program in accordance with the Contract. Upon the discontinuance or termination of its participation in the Program, the Participant agrees it is responsible to return any Funds (as defined in the Contract) and/or furniture, materials, and equipment to Oakland Schools in accordance with the Contract.
- 3. The Participant acknowledges and agrees that Oakland Schools administers the Program as a fiduciary for the benefit of a significant number of eligible entities and accordingly, the Participant’s funding may vary from year to year, may be reduced or possibly eliminated, and Oakland Schools neither guarantees the level nor consistency of the funding the Participant may receive under the Program, as these are subject to allocations provided under Michigan law. The Participant further acknowledges that any expenditures not utilizing Carry-over Funds (as defined in the Contract), thus dependent on subsequent annual allocation under the Program, are at risk of not being reimbursed by Oakland Schools if a subsequent GSRP appropriation is reduced or the Participant’s allocation in a subsequent year is reduced or the Participant stops participation in the Program or the Contract is not renewed or terminated.
- 4. Program Fiscal Year which participation commences: _____

WHEREAS, the Participant and Oakland Schools execute this Form as of the Effective Date.

OAKLAND SCHOOLS

PARTICIPANT

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

ATTACHMENT B

EARLY CHILDHOOD SPECIALIST AGREEMENT

The School is required to operate its Great Start Readiness Program (the “Program”) utilizing an Early Childhood Specialist (and “ECS”). The qualifications and the functions of the ECS are included as regulations in the *Michigan Department of Education Great Start Readiness Program Implementation Manual* which can be found at: https://www.michigan.gov/documents/mde/ECS_Imp_Manual_sectionADA_535136_7.pdf.

1. The Sub-Recipient agrees that the ECS shall meet or exceed the following mandated qualifications and as more fully described in the *Michigan Department of Education Great Start Readiness Program Implementation Manual* which can be found at: https://www.michigan.gov/documents/mde/ECS_Imp_Manual_sectionADA_535136_7.pdf.

- a. The ECS has a graduate degree in early childhood or child development (attach copy of transcript or diploma).
- b. The ECS has five (5) or more years of relevant job experience with preschool age children
- c. The ECS has formal professional learning/development in the curriculum and child assessment tool used in the Program.
- d. The ECS is a certified administrator of the Oakland Schools and MDE approve classroom quality assessment tool.
- e. The ECS may not be a teacher in the Program.

2. The Sub-Recipient agrees that the functions of the ECS are set forth in the *Michigan Department of Education Great Start Readiness Program Implementation Manual* which can be found at: [https://www.michigan.gov/documents/mde/ECS_Imp_Manual_sectionADA_5351367.p](https://www.michigan.gov/documents/mde/ECS_Imp_Manual_sectionADA_5351367.pdf)
[df](https://www.michigan.gov/documents/mde/ECS_Imp_Manual_sectionADA_5351367.pdf) and includes but are not limited to the following:

- a. The ECS shall complete the approved classroom quality assessment tool three times per year (fall, winter and spring) and other related reports as assigned by Oakland Schools.
- b. The ECS shall score the approved assessment tool and enter data, including evidence for scores.
- c. The ECS shall provide relevant and timely feedback related to Oakland Schools’ timelines on the approved assessment tool results to the teaching teams and administrator and offer support for improvement.

- d. The ECS shall offer teaching staff resources and coaching related to the classroom and Program goals.
- e. The ECS shall analyze Program data, including approved assessment tool and child assessment data, with the teaching team, administrator, and family members to develop and monitor Program goals that will lead to Program improvement.
- f. The ECS shall partner with each teaching team member annually to review past professional learning/development participation and develop individual professional learning/development plans.
- g. The ECS shall attend Oakland Schools' monthly meetings and professional learning/development offered for those in this position.
- h. The ECS shall implement the Oakland Schools Scope of Work for this position.

The ECS function and the overall system of ECS support will be evaluated annually by Oakland Schools with Program input to identify areas for further growth and development within a continuous improvement cycle.

ATTACHMENT C

DOCUMENTS AND REPORTS TIMELINE

Documents and Reports Timeline

Report	Due Date	Completed by
Allocation Acceptance	Late Summer	Sub-Recipients
Early Childhood Collections (report program and child or pupil accounting data)	1. Fall + Winter (finalizes funding) 2. Summer (exit)	Sub-Recipients and ISD
Program Implementation Plan (site description, budgets, etc.)	Fall	Sub-Recipients and ISD
MiRegistry	Ongoing	Sub-Recipients and ISD
Funding Application for Coming School Year (Need and Capacity)	Winter/Spring	Sub-Recipients and ISD
Desired Allocation for Coming School Year	Spring	Sub-Recipients
End of School Year Final Expenditure (FER) Reports	Summer	Sub-Recipients and ISD
Carryover Budget (COB) Reports	Summer	Sub-Recipients and ISD
Expenditure Reports from Financial System as of June 30	Summer	Sub-Recipients

* While Attachment C lists required reports and documents, it is not inclusive of all required documents and reports.

ATTACHMENT D

TOOLS FOR CURRICULUM AND ASSESSMENT

Tools for Curriculum and Assessment

Program Area	Tools
Curriculum	<p>HighScope is the preferred Oakland Schools comprehensive curriculum. An alternative comprehensive curriculum on the MDE approved list may be used by Programs with prior written notice to Oakland Schools on or before March 31st for the upcoming fiscal year.</p> <p>The use of a supplemental curriculum is expressly prohibited without prior written approval from Oakland Schools.</p>
Screening	<p>Ages and Stages Developmental Questionnaire is the required Oakland Schools developmental screening tool.</p>
Assessment	<p>Child Observation Record (COR) is the preferred Oakland Schools comprehensive child assessment. Programs using a comprehensive curriculum other than HighScope may submit a request in writing to use another state approved child assessment to Oakland Schools on or before March 31st for the upcoming fiscal year.</p> <p>Classroom Coach is the preferred Oakland Schools classroom quality assessment tool. An alternative Classroom assessment tool on the MDE approved list may be used by Programs with prior written notice to Oakland Schools on or before March 31st for the upcoming fiscal year.</p>

<p>Professional Learning/Development</p>	<p>Comprehensive professional learning/development related to HighScope Curriculum and Child Observation Record as well as the Ages and Stages Developmental Questionnaire will be provided by Oakland Schools.</p> <p>Professional learning/development on other comprehensive curricula from the MDE approved list is not generally provided by Oakland Schools but may be found at other ISDs. Programs using Creative Curriculum or another state approved comprehensive curriculum must present a yearly professional learning/development plan to Oakland Schools for approval.</p>
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ATTACHMENT E

REQUIRED SUB-RECIPIENT GSRP PARTNERS MEETINGS

- These are **required** meetings for Sub-Recipients of GSRP Funds for fidelity and quality of GSRP implementation.
- Each Sub-Recipient must have at least one representative (the Program Administrator or appropriate designee) at each meeting. Attendance is monitored.
- Meetings occur every other month, starting in September and ending in May.
- Meetings are scheduled for up to 2 hours and hosted by Oakland Schools.
Alternative meeting dates/times or additional meetings may be scheduled as necessary.

Date	Time	Location
Friday, September 20, 2024	1:00 - 3:00 pm	Conf Room C/D
Friday, November 15, 2024	1:00 - 3:00 pm	Conf Room D
Friday, January 17, 2025	1:00 - 3:00 pm	Conf Room A/B
Friday, March 21, 2025	1:00 - 3:00 pm	Conf Room A/B
Friday, May 16, 2025	1:00 - 3:00 pm	Conf Room A/B

ATTACHMENT A

PARTICIPANT ELECTION FORM FOR GREAT START READINESS PROGRAM

This **PARTICIPANT ELECTION FORM FOR GREAT START READINESS PROGRAM** (the “Form”) is entered into as of _____, 2024 (the “Effective Date”), by and between **OAKLAND SCHOOLS**, a Michigan intermediate school district, whose address is 2111 Pontiac Lake Road, Waterford, Michigan 48328 (“Oakland Schools”) and _____, a _____, whose address is _____, (the “Participant”).

- A. The Participant has applied for and is eligible to receive Great Start Readiness Program Funds through Oakland Schools in accordance with Sections 32d and 39 of the State School Aid Act, MCL 388.1632d and 388.1939 (the “Funds”).
- B. The Participant is required to affirmatively elect to participate in the Great Start Readiness Program (the “Program”) through execution of this Form.

NOW THEREFORE, in consideration of the mutual covenants contained herein, and other valuable consideration, the receipt thereof is hereby acknowledged, the parties agree as follows:

- 1. The Participant elects to participate in the Program and Oakland Schools and the Participant agree to participate in the Program in accordance with, and subject to, the terms and conditions of Oakland Schools’ Contract for Great Start Readiness Program Funds (the “Contract”). The Participant is referred to as a “Sub-Recipient” under the Contract.
- 2. The Participant acknowledges and agrees that multiple entities will participate in the Program and the number of participants will vary from year to year. The Participant acknowledges and agrees that it may elect to discontinue or terminate its participation in the Program in accordance with the Contract. Upon the discontinuance or termination of its participation in the Program, the Participant agrees it is responsible to return any Funds (as defined in the Contract) and/or furniture, materials, and equipment to Oakland Schools in accordance with the Contract.
- 3. The Participant acknowledges and agrees that Oakland Schools administers the Program as a fiduciary for the benefit of a significant number of eligible entities and accordingly, the Participant’s funding may vary from year to year, may be reduced or possibly eliminated, and Oakland Schools neither guarantees the level nor consistency of the funding the Participant may receive under the Program, as these are subject to allocations provided under Michigan law. The Participant further acknowledges that any expenditures not utilizing Carry-over Funds (as defined in the Contract), thus dependent on subsequent annual allocation under the Program, are at risk of not being reimbursed by Oakland Schools if a subsequent GSRP appropriation is reduced or the Participant’s allocation in a subsequent year is reduced or the Participant stops participation in the Program or the Contract is not renewed or terminated.
- 4. Program Fiscal Year which participation commences: **FY25**

WHEREAS, the Participant and Oakland Schools execute this Form as of the Effective Date.

OAKLAND SCHOOLS

PARTICIPANT

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

Michigan Cares Program: Customer Participation Acknowledgement Form

Since 2019, Michigan Virtual has partnered with Navigate360 to deliver the Michigan Cares program, a social emotional and mental health program with an evidence-based library of lessons, to help students reach their full potential and thrive. This program is fully funded by the State of Michigan. This form serves to highlight the full program offerings and services provided for the 2024-2025 school year (7/1/24-6/30/25).

- **Is there a cost associated with this?** The value of this offer is as detailed below, however it comes at **no cost to your District for the '24-'25 school year**, as it is fully funded by the State of Michigan Department of Education. There are optional and recommended Behavior Intervention courses that can be purchased directly through Michigan Virtual or Navigate360.

Program	Value
Student	\$6,050.00
Mental Health	\$5,500.00
Families	\$4,400.00
Staff	\$10,000.00
Service & Support	\$2,500.00
Total Value	\$28,450.00

- **What happens at the end of the school year?** Since 2019 the State of Michigan has continued to support the Michigan Cares Program. Navigate360 expects to continue serving the students, staff, and families across the state of Michigan in the upcoming school year.
- **What are next steps?** Michigan Cares participants that have found the most success with the program have done so by incorporating Navigate360s implementation best practices and aligning the program with their school culture. Participants are supported through this process by the Michigan Cares Customer Experience Team. After this acknowledgement is returned, an onboarding specialist will schedule a kickoff call to outline configuration, training, and best practices. It is important that core team members from your school/district be included and present in this initial kickoff call.
- **How am I supported?** As a Michigan Cares client and part of our community, you will receive registration and implementation assistance, ongoing program guidance and troubleshooting support from our Customer Experience and Technical Support teams.

CUSTOMER ACKNOWLEDGEMENT

Name: _____

Title: _____

Date: _____

Signature: _____

NATIONAL ASSOCIATION OF SCHOOL NURSES

Hazel Park Schools

DEMONSTRATION SITE AGREEMENT

This Agreement is entered into on *August 7, 2024*, by the National Association of School Nurses, whose address is 1100 Wayne Avenue, Suite 925, Silver Spring, County of Montgomery, State of Maryland, hereinafter referred to as NASN and Hazel Park Schools whose address is 1620 E Elza, Hazel Park, MI 48030 hereinafter referred to as Hazel Park Schools

Whereas NASN is a party to an Educational Grant with Sanofi, which requires NASN to Pilot the newly released T1D Screening Toolkit. SAN-02 T1D Screening Education and Awareness grant.

Whereas Hazel Park Schools agrees to serve as a Pilot Site for NASN to disseminate the T1D Screening Toolkit.

The parties therefore agree to the following terms and conditions in this Agreement.

ARTICLE I: OBLIGATIONS OF DEMONSTRATION SITE

- A. Hazel Park Schools agrees to provide the services described in Exhibit A entitled Description of Services, which is attached and incorporated by reference to this Agreement.

ARTICLE II: FINANCIAL TERMS

- A. Upon receipt of completed work, NASN agrees to pay Hazel Park Schools as set forth in Exhibit A, according to any payment terms described in that Exhibit.

ARTICLE III: TERM AND TERMINATION

- A. The term of this Agreement shall be from August 30, 2024, through December 15, 2024
- B. NASN and Hazel Park Schools may terminate this Agreement by giving 30 days advance notice in writing to the below addresses.
- C. This agreement may be renewable on an annual basis by mutual agreement of both parties.

ARTICLE IV: INTELLECTUAL PROPERTY RIGHTS

- A. Hazel Park Schools agrees that any intellectual property (the Work) that is created pursuant to the obligations under this Agreement shall be work made for hire and that NASN shall own all title and copyright to the Work in print and electronic form, as well as all other media now existing or later invented throughout the world. To the extent that any rights to the Work may be determined not to be work made for hire, Hazel Park Schools agrees to assign all rights to the Work to NASN.

- B. The parties agree that nothing in this Agreement is intended to (a) transfer any right to any discovery, invention, patent, copyright, other proprietary right, or option that either party owns or controls prior to the Effective Date of the Agreement, nor (b) grant the other party any right under any patent, copyright, or other intellectual property owned or controlled by such party.

ARTICLE V: GENERAL

- A. The parties to this Agreement agree that the relationship between NASN and Hazel Park Schools is that of independent contractors. Nothing in this Agreement is intended to create nor shall it be construed to create an agency, partnership, joint venture, or an employee-employer relationship. Hazel Park Schools is not an employee of NASN and is not entitled to any benefits provided by NASN, including, but not limited to, pension plan, withholding of federal and state income taxes, FICA, Workers' Compensation, Unemployment Compensation, or other insurance. Nothing in this Agreement is intended to prohibit or otherwise prevent from providing services to other individuals or entities during those periods is not performing under this Agreement for NASN. NASN may, during the term of this Agreement, engage others to provide the same services or services similar to those provided by under this Agreement.
- B. Hazel Park Schools shall not subcontract or otherwise delegate his/her duties under this Agreement without the written consent of NASN.
- C. The services to be provided under this Agreement will be accomplished at Hazel Park School own risk and assumes all responsibilities for the performance of those services.
- D. This Agreement, together with any Attachments comprises this complete Agreement. Neither of the parties has made representations other than those set forth in this Agreement and such Attachments.
- E. No changes may be made in the terms or conditions of this Agreement except by mutual written consent of the parties hereto.
- F. If any dispute arises under or in connection with this Agreement the parties agree to first attempt to resolve such dispute through good faith negotiations. If such dispute cannot be resolved through good faith negotiations, the parties agree to abide by the rules of the American Arbitration Association.
- G. Any notice given hereunder must be sent by certified mail, return receipt requested, addressed to the parties below.

Terri Hinkley, 1100 Wayne Avenue, Suite 925, Silver Spring, MD 20910

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



National Association of School Nurses

1100 Wayne Avenue, Suite 925
Silver Spring, Maryland 20910
866-627-6767 (phone)
301-585-1791 (fax)
nasn@nasn.org (email)
www.nasn.org

Either of the parties may designate a different address by notice so given.

H. Agreement shall be construed according to the laws of Maryland

The above sets forth the understanding of the parties as indicated by the signatures below.

National Association of School Nurses by Chief Executive Director

[Handwritten signature] 08/07/24

Terri Hinkley, EdD, MBA, BScN, RN, CAE Date

Hazel Park Schools

[Handwritten signature] 07/08/24

Dr. Amy Kruppe Date

EXHIBIT A: DESCRIPTION OF SERVICES

SAN-02 T1D Screening Education and Awareness grant.

T1D Awareness Toolkit Implementation in Pilot School District:

This agreement is for a one-time payment of \$2,000 to the Hazel Park Schools to pilot NASN's T1D Awareness Toolkit for the Project Period: August 30, 2024 – December 15, 2024. NASN will provide training to Hazel Park Schools SNs on T1D Screening Toolkit. No project budget report required. Data report to be sent to NASN no later than December 15, 2024.

School District Responsibilities:

By August 30, 2024, Hazel Park Schools needs to have a have signed Service Agreement in place.

Pilot School Districts will collect and report the following via a NASN data collection form (NASN will send the form after receiving the signed contract).

- Total number of students currently with T1D in school district between August – December 2024
- Number of SNs from School District who received training on NASN's T1D Screening Awareness Toolkit
- Method of dissemination of T1D Screening materials (newsletter, email to parents etc.) if applicable
- Communication messages from the Toolkit used most if applicable
- Number of conversations SNs have with families of students with T1D about screening tool
- Type of provider SN had conversation with about screening tool (pediatrician, pediatric endocrinologist, family practitioner) if conversation with providers took place
- Number of families who inform SN about having child screened
- Input/feedback on T1D Toolkit (ease of understanding/clarity of information/ease of use)
- Barriers/challenges experienced in sharing this information with parents/caregivers
- Impression of the SN role for T1D screening

NASN will provide data collection form and provide training on T1D Screening Toolkit.



Memorandum of Understanding

CENTER DESCRIPTION

The Region III Equity Assistance Center (R3EAC), known as the *Midwest and Plains Equity Assistance Center*, is a Great Lakes Equity Center project, an educational research and service center located in Indiana University's School of Education at IUPUI. The R3EAC is funded by the U.S. Department of Education under Title IV of the Civil Rights Act to provide equity-focused technical assistance to states, districts, and public schools focused on systemic improvements to ensure educational access, participation, and positive outcomes for students who have been historically marginalized based on race, sex, national origin, or religion, at the request of school boards and other responsible governmental agencies.

INTRODUCTION

This Memorandum of Understanding is between Hazel Park Schools, 1620 E. Elza Ave. Hazel Park, MI 48030, henceforth will be referred to as the *partnering agency* and the Trustees of Indiana University, on behalf of the Region III Equity Assistance Center (R3EAC) known as *The Midwest & Plains Equity Assistance Center (Center)*, located at 980 Indiana Avenue, Room 2232, Indianapolis, IN 46202. The project discussed in the Memorandum of Understanding, hereinafter referred to as "MOU," describes the technical assistance services that characterize a systemic partnership and will be performed by the R3EAC and the partnering agency. This MOU requires review by the Partner and the Superintendent's signature.

TIME OF PERFORMANCE

The parties will collaborate to complete the goals described herein between **October 2024 and April 2025**.

PARTNERSHIP ACTIVITIES, GOALS, AND OBJECTIVES

The R3EAC will provide customized services and resources in collaboration with partnering agency staff members to address and realize the partnership activities, goals, and objectives listed below. Please note that the dates indicated in the activities, goals, and objective statements below are subject to change after the MOU is signed as necessitated by the Partner or R3EAC circumstances.

Partnership Overall Purpose

This targeted partnership aims to advance the capacity of select building, district, and teacher leaders to develop and adopt standards and curricular materials that reflect educational equity.

Primary Partnership Activities



Partnership Goal 1: October 2024, all partnership pre-planning and coordination tasks, including designating agency primary contact person (s), identifying core team members, scheduling consultation calls, and dates for indicated elective professional learning experiences, are completed.

Technical Assistance Service and/or Deliverable

- One collaboration consultation call to walk through the Memorandum of Understanding
- One collaboration consultation call to walk through the Technical Scope and Sequence (TASS)
- Dissemination of resources

Partnership Goal 2: Between October 2024 and April 2025, select building, district, and teacher leaders will report a moderate to significant increase in their capacity to leverage the *Assessing Bias in Standards and Curricular Materials* tool to develop and adopt curriculum and materials that reflect educational equity.

Technical Assistance Service and/or Deliverable

- Two professional learning sessions
- Up to five collaboration consultation calls
- Dissemination of resources
- Artifact review on selected partner-provided curriculum documents

ASSURANCES

To accomplish these goals and objectives, the **partnering agency** will:

- In collaboration with R3EAC, create and adhere to a work scope that delineates technical assistance activities.
- Participate in the MOU Finalization call and the Partnership Progress call.
- Communicate in a timely manner any needed adjustments to mutually agreed upon technical assistance activities delineated in the work scope.
- Designate personnel to serve as primary contact (s) on the partnership and coordinate agency personnel's participation in consultation calls and Center events.
- Participate in partner continuous improvement and technical assistance evaluation data collection activities.
- Contribute to and participate in scheduled partnership meetings.
- Forward documents in a timely manner to allow sufficient review and preparation.

To accomplish these goals and objectives, R3EAC will:

- Designate a highly skilled technical assistance specialist to co-lead with designated personnel and serve on the partnership.
- Oversee and coordinate the scheduling of partnership meetings.
- Participate in scheduled partnership meetings.

- Provide research, practice-based, and equity-focused consultation to inform the work outlined in the scope of work and MOU.
- Forward documents to the designated primary contact person(s) in a timely manner to allow sufficient review and preparation.
- Coordinate and conduct partnership continuous improvement data collection activities.
- Subscribe selected personnel to all center-produced e-publications.
- Ensure priority registration to center-hosted learning events and network opportunities.

COST

As a federally funded Equity Assistance Center, the R3EAC provides on-demand customized technical assistance and professional learning opportunities to state and local educational agencies in the thirteen-state region of Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin, North Dakota, South Dakota, Missouri, Iowa, Kansas, Nebraska, and Oklahoma. In this collaborative partnership, **the partnering agency** will share costs only associated with project activities as outlined below.

ONLY IF TRAVEL IS INVOLVED: The partnering agency will provide resources in the form of cost of travel (i.e., lodging, airfare, local transportation, and meals) for two Center staff members, as well as be responsible for the coordination of and cost associated with the logistical aspects of any professional learning experiences facilitated by the Center (e.g., participant registration, location, meals, equipment, presentation materials, etc.) when warranted. Airfare tickets and hotel reservations are non-refundable and will be purchased upon confirmation of site visit dates. If the Partner cancels or reschedules a site visit after airline tickets have been purchased and hotel reservations have been made, the Partner is responsible for paying for the cost accrued, including plane ticket change fees.

CENTER KEY PERSONNEL

At all times during the term of this MOU, R3EAC services will be provided by the assigned technical assistance state cadre specialist; service performance shall be under the guidance of the Center's administration.

AGENCY KEY PERSONNEL

At all times during the term of this MOU, the **partnering agency** work shall be under the supervision and direction of **agency leadership**. This person will have the authority to approve or to efficiently obtain approval for decisions and activities related to the provision of the services described in this MOU and outlined in the scope of work.

COMMITMENT TO ADVANCING THE WORK

It is the Center's mission to expand states' and school systems' capacity to provide robust, effective opportunities to learn for all students, regardless of and responsive to race, sex, national origin, and




religion, and to reduce inequities among and between groups in educational outcomes. **The partnering agency** will endeavor to extend the work initiated during the partnership with the R3EAC by committing to implement the changes in practices, processes, tools, or artifacts in policies, practices, or interactions with staff, students, and families/communities. **The partnering agency** will provide evidence of implementation to the R3EAC by participating in all of the Center's evaluation and continuous improvement data collection activities.


LIABILITY


Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or directors to the extent allowed by law.

As Superintendent at Hazel Park Schools, 1620 E. Elza Ave. Hazel Park, MI 48030, I will oversee the required involvement of the staff indicated in the activities listed. In turn, the R3EAC *Midwest & Plains Equity Assistance Center* Director of Operations and Executive Director agree to provide those resources and support to personnel who participate as required. Because systemic change for equitable and inclusive policy and practice requires a full commitment by those in the system and adequate resources with which to work on an ongoing basis, over time, activities included in this agreement will be reviewed monthly. Adjustments may be made with the agreement of both parties.



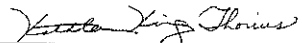
Superintendent/Agency Director


Date



Midwest and Plains Equity Assistance Center
Director of Operations Signature

7.10.24
Date



Midwest and Plains Equity Assistance Center
Executive Director & Principal Investigator Signature

7.10.24
Date

Cover Page

Michigan Department of Education
 OFFICE OF EDUCATIONAL SUPPORTS
 P.O. Box 30008
 Lansing MI 48909

AUTHORITY: Section 2001(b)(1) of the American Rescue Plan Act of 2021 (ARP) and McKinney-Vento Homeless Assistance Act TITLE IX, PART A of the Every Student Succeeds Act (ESSA)

Direct questions regarding this form to the Homeless Education Consultant at 517-241-6977 or McKinney-Vento@michigan.gov

COMPLETION: Voluntary. (Consideration for funding will not be possible if form is not filed.)

2023 MV ARP Homeless II

Entity

Application Description

Entity Name

Agreement Number

Hazel Park, School District of the City of - 63130

63130

Entity Address

1620 EAST ELZA AVE

City

Zip Code

Entity County

HAZEL PARK

480302358

Oakland County

Main Contact Person

Contact Name

Amy Kruppe

Address

1620 EAST ELZA AVE

City

Zip Code

HAZEL PARK

48030-2358

Telephone

Fax

224-629-6435

(248) 544-5443

Email Address

amy.kruppe@myhpsd.org

Secondary Contact Person

Contact Name

Jason Zirnig

Address

City

Zip Code

Telephone Number

Fax

248-586-5217

Email Address

jason.zirnig@myhpsd.org

Assurances and Certifications

Save the Page to Proceed

Assurances and Certifications

SECTION III: ASSURANCES AND CERTIFICATIONS

ESTIMATED GRANT AWARDS

Estimated grant awards are based on federal program estimated funds allocated to Michigan for the next federal fiscal year and are for informational purposes. Actual grant awards are based on the federal program estimated funds allocated to Michigan for the next federal fiscal year and are for informational purposes. Actual grant awards are based on the federal program estimated funds allocated to Michigan for the next federal fiscal year and are for informational purposes.

ASSURANCE REGARDING THE PROHIBITION OF TEXT MESSAGING AND EMAILING WHILE DRIVING DURING OFFICIAL FEDERAL GRANT BUSINESS

The applicant assures that it and their grant personnel are prohibited from text messaging while driving during official grant business. Federal grant recipients, sub recipients and sub recipients are prohibited from text messaging while driving during official grant business.

ASSURANCE AGAINST TRAFFICKING IN PERSONS

The applicant or subrecipient assures that it adopts the requirements in the Code of Federal Regulations at 2 CFR 175 as a condition for this grant. A subrecipient and its employees shall not:

- i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
- ii. Procure a commercial sex act during the period of time that the award is in effect; or
- iii. Use forced labor in the performance of the award or subawards under the award.

Under this condition, the Federal awarding agency may unilaterally terminate the grant award, without penalty, if a subrecipient that is a private entity—

(i) Is determined to have violated a prohibition named above; or

(ii) Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition named above through conduct that is either—

(A) Associated with performance under this award; or

(B) Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 85, "Governmentwide Debarment and Suspension."

ASSURANCE REGARDING COMPLIANCE WITH GRANT PROGRAM REQUIREMENTS

If awarded a grant, the grantee agrees to comply with all applicable requirements of all State statutes, Federal laws, Executive Orders, regulations, policies and award conditions.

SPECIAL CONDITIONS FOR DISCLOSING FEDERAL FUNDING IN PUBLIC ANNOUNCEMENTS

When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing this project or program, funded in whole or in part with federal funds, the applicant shall include the following statement:

ASSURANCE CONCERNING MATERIALS DEVELOPED WITH FUNDS AWARDED UNDER THIS GRANT

The applicant assures that, if a grant is awarded, the following statement will be included on any publication or project materials developed with funds awarded under this program:

[MDE requirement]

ASSURANCE REGARDING ACCESS TO RECORDS AND FINANCIAL STATEMENTS

A fiscal agency that expends \$750,000 or more of federal funds during its fiscal year is required to have a Single Audit performed for that year. [2 CFR 200.501] The single audit will be submitted by November 1 of the following year. [2 CFR section 200.331] The applicant assures that it will provide the Michigan Department of Education, officials of the federal agency, and auditors with access to records and financial statements as necessary for the Michigan Department of Education.

ASSURANCE TO MAINTAIN A DRUG-FREE WORKPLACE

The applicant or subrecipient assures that it maintains a drug-free workplace as a condition of receiving any federally funded award. [34 CFR 84.200]

ASSURANCE TO SUPPLEMENT NOT SUPPLANT FEDERAL FUNDS

The applicant assures that it will use federal funds received to supplement funds that would, in the absence of an award, be made available for the program and uses specified federal funds to supplement not supplant federal funds. [20 USC 6321(b)(1); PL 107-110 1120A(b)(1)]

PARTICIPATION OF NONPUBLIC SCHOOLS

The applicant assures that nonprofit private schools have been invited to participate in the planning and implementing of the activities of this application for applicable program activities.

CERTIFICATION REGARDING LOBBYING FOR GRANTS AND COOPERATIVE AGREEMENTS

No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, or an elected or appointed official at any level of government.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, or an elected or appointed official at any level of government, the applicant or subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, contracts, and cooperative agreements).

[34 CFR Part 82, Appendix A to Part 82 - Certification Regarding Lobbying; 31 U.S.C. 1352 - Limitation on use of appropriated funds to influence certain Federal contracting and Federal activities]

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, EXCLUSION AND DISQUALIFICATION - LOWER TIER COVERED TRANSACTIONS

An entity who is debarred or suspended shall be excluded from federal financial and nonfinancial assistance and benefits under federal programs and activities. Except to the extent otherwise provided in a contract, the applicant or subrecipient shall not enter into a lower tier covered transaction with an entity that is debarred or suspended under federal law.

[7 CFR 2200.11 and 34 CFR Part 85- Government-wide debarment and suspension (nonprocurement)]

The prospective lower tier participant certifies, by submission of this proposal, that neither it nor any of its principals are presently excluded, disqualified, debarred, suspended, or otherwise restricted from receiving federal financial and nonfinancial assistance.

At any time after you enter into a lower tier covered transaction with an entity at a higher tier, you must provide immediate written notice to that person if you learn either that:

(a) You failed to disclose information earlier, as required; or

(b) Due to changed circumstances, you or any of the principals for the transaction now meet any of the criteria. [2 CFR 180]

Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal financial and nonfinancial assistance to influence any officer or employee of any agency, a member of Congress, or an elected or appointed official at any level of government.

CERTIFICATION REGARDING UNIVERSAL IDENTIFIER REQUIREMENTS

The applicant or grant recipient certifies it has or will meet the requirement for supplying a Data Universal Numbering System (DUNS) number. As a condition of a subrecipient or grantee, the applicant or grant recipient shall provide a DUNS number to the Federal awarding agency or pass-through entity. [OMB 2 CFR Subtitle A, Chapter I, and Part 25, Financial Assistance Use of Universal Identifier and Central Contractor Registration, September 14, 2010: Appendix A to Part 25, Financial Assistance Use of Universal Identifier]

CERTIFICATION REGARDING MANDATORY DISCLOSURES

The non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal laws, regulations, and policies that apply to the award.

CERTIFICATION REGARDING NONDISCRIMINATION UNDER FEDERAL AND STATE FUNDED PROGRAMS

The applicant hereby agrees that it will comply with all Federal and Michigan laws and regulations prohibiting discrimination, and in accordance therewith, shall not discriminate [Michigan Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act)]; [Title VI and Title VII of the Civil Rights Act of 1964 (45 U.S.C. 2000d through 2000d-4); Title IX of the Educa

CERTIFICATION REGARDING COMPREHENSIVE CIVIL RIGHTS PROTECTIONS FOR INDIVIDUALS WITH DISABILITIES

The Americans with Disabilities Act (ADA) provides comprehensive civil rights protections for individuals with disabilities. Title II of the ADA covers programs, activities, and services constructed, and altered in compliance with defined accessibility standards.

In accordance with ADA requirements, the applicant certifies that it is, and will remain, in compliance with the Americans with Disabilities Act.

[Title II, Part A of the Americans with Disabilities Act (A.D.A.), P.L. 101-336, State and Local Government Services (42 U.S.C. 12101-12213); Section 504 of the Rehabilitation Act

CERTIFICATION REGARDING BOY SCOUTS OF AMERICA EQUAL ACCESS ACT

A State or subgrantee that is a covered entity as defined in Sec. 108.3 of this title shall comply with the nondiscrimination requirements of the Boy Scouts of America Equal Access Act

DEFINITION - Covered entity means any public elementary school, public secondary school, local educational agency, or State educational agency that has a designated open forum or limited

(1) DEFINITION - In this section, the term "youth group" means any group or organization intended to serve young people under the age of 21.

(2) RULE - For the purpose of this section, an elementary school or secondary school has a limited public forum whenever the school involved grants an offering to, or opportunity for, [Section 9525 of the Elementary and Secondary Education Act of 1965, as amended.]

CERTIFICATION REGARDING GUN-FREE SCHOOLS - Federal Programs

The Gun-Free Schools Act requires each state that receives funds under the Elementary and Secondary Education Act (ESEA), as amended, to have in effect a state law requiring

[Title IV, Part A, Section 4141, of the Elementary and Secondary Education Act (ESEA), as amended (Gun-Free Schools Act) and Section 380.1311, Subsection (2), Michigan Revi

The applicant certifies that it has in effect a policy requiring the expulsion from school for a period of not less than 1 year a student who is determined to have brought a firearm

Important Information

Save the Page to Proceed

Important Information

IMPORTANT INFORMATION

American Rescue Plan Homeless Education II

This grant is funded under the American Rescue Plan Act of 2021, American Rescue Plan Homeless Children and Youth (ARP-HCY).

The ARP-HCY II grant provides additional funding to LEAs to meet the needs of students experiencing homelessness and, in particular, their other needs resulting from the pandemic.

Funding Description: ARP-HCY II funds help LEAs identify homeless children and youth, provide wraparound services that address the multiple effects of the COVID-19 pandemic on homeless children and youth, and ensure that homeless children and youth can attend school and participate fully in school activities. These funds were allocated to states in Section 2001(b) of the American Rescue Plan and are being allocated under the formula described below. These funds are non-competitive.

Allocation Formula: ARP-HCY II funds were allocated using a formula set forth by the U.S. Department of Education. The formula is based equally on the following:

- The proportional share of each LEA's allocation under Title I, Part A for the most recent fiscal year (2021-22).
- The LEA's proportional share of the number of homeless children and youth identified by each LEA relative to all LEAs in the state, with the use of the greater number of homeless children and youth in either the 2018-19 or 2019-20 school year in each LEA.

Applying for Funds: LEA program allocations are posted on the MDE Program Allocation webpage under 2022-23 ARP-HCY II Funding Allocations. The ARP-HCY II grant application is in NexSys and due March 1, 2023.

An additional step must be taken if an LEA's allocation for this funding is less than \$5,000. If an LEA's allocation is less than \$5,000, in order to receive an ARP-HCY II subgrant, the LEA must join a consortium to meet the \$5,000 threshold. Additional information on forming a consortium is included as an addendum.

If an LEA chooses to decline funds and not participate in this funding opportunity, the local superintendent or designee should complete the survey at this link by March 1, 2023.

Declined funds will be redistributed to LEAs that accept funds for use in 2023-24.

In addition, funds not spent in 2022-23 will be carried over to a 2023-24 NexSys application. Funds are available until September 30, 2024.

ARP-HCY II Grant Application Timeline—Important NexSys Dates

November 3, 2022	2022-23 Grants available to be initiated in the NexSys system
March 1, 2023	2022-23 grants are due in NexSys for a November 3, 2022 obligation date. Only allowable activities approved in the application may be paid for with funds. The survey to decline funds is due.
September 30, 2023	2022-23 Funding year closes. The remaining funds will be carried over into the 2023-24 application.
November 29, 2023	2022-23 Final Expenditure Report (FER) is due.
January 1, 2024	2023-24 application will open with carryover following the processing of the FER.
September 30, 2024	Grant period ends. Final day for expenditures.
November 27, 2024	FER and Final Report due

Technical Assistance (TA) Opportunities and Resources: In November, ARP-HCY II relevant materials, monthly office hour schedules, TA webinar registration, and FAQs will be posted on MDE's Title IX, McKinney-Vento Homeless Education webpage under the section titled: ARP-HCY II Resources for LEAs.

Allowable Uses of Funds: ARP-HCY II funds must be used to support students experiencing homelessness or to provide outreach and training to ensure the identification, enrollment, retention, and academic success of children and youth experiencing homelessness. Expenditures must adhere to the allowable 16 authorized activities described in Title VII-B of the McKinney-Vento Homeless Assistance Act, as well as provide needed wraparound services that address the multiple effects of the COVID-19 pandemic. The federal law, including the 16 authorized activities, and the spending guidance can be found under Important Correspondence on MDE's Title IX, McKinney-Vento Homeless Education webpage.

The 16 authorized activities are also included at the end of this document.

Forming Consortia Under ARP-HCY II: An LEA must have a minimum allocation of \$5,000 to receive an ARP-HCY Part II grant. LEAs with an allocation less than \$5,000 may receive a subgrant only as part of a consortium. Consortia are eligible to receive a grant if the total of their combined allocations is at least \$5,000. For this grant, a consortium means a subgrantee that consists of more than one LEA.

All LEAs that received a preliminary allocation of less than \$5,000 are encouraged to join a consortium in order to receive funds rather than return the funds to MDE for reallocation. Each consortium must designate a member to serve as the consortium lead.

- There is no limit to the number of LEAs that can join a consortium.
- Each consortium must have a combined allocation of at least \$5,000 among all participating LEAs.
- LEAs do not need to be in the same Intermediate School District (ISD), Educational Service District (ESD), Educational Service Agency (ESA), Regional Educational Service District (RESD), or Regional Educational Service Agency (RESA).
- A consortium lead can be either an LEA or an ISD/ESD/ESA/RESD/RESA.

Responsibilities of the Consortium Lead:

The consortium lead is responsible for acting as the fiscal agent for the consortium and for the assurance that all requirements are met.

Responsibilities of the fiscal agent include:

- Co-creating a plan for how funds will be used or distributed, including any services to be provided to consortium members that meet the needs of students experiencing homelessness in all member LEAs.
- Developing and collecting Memoranda of Understanding (MOU)/agreements signed by all consortium member LEAs that reflect the needs of students and plan for the use of funds.
- Completing the ARP-HCY Part II application and budget in NexSys.
- Managing the budget and completing all reporting in NexSys.
- Ensuring the consortium completes a final report.

Consortium leads may use a reasonable and necessary amount of combined consortium funds to cover costs relating to direct administration activities (such as staff time to submit applications, reimbursements, and reports). Consortium leads may also charge an indirect cost rate to the grant. All consortium members should agree on administration costs before agreements are signed and grant funds are surrendered to the consortium lead.

Existing consortium relationships through the McKinney-Vento (MV) regional consortium grant projects may be leveraged if the MV consortium lead has the capacity to assume this role.

Responsibilities of a Consortium Member:

An LEA choosing to join a consortium to receive ARP-HCY Part II funds will select an LEA or ISD/ESD/ESA/RESD/RESA to manage their funds when the grant application is available in NexSys. By joining a consortium, the LEA is electing to transfer the management of their ARP-HCY Part II allocation to the consortium lead. Consortium members will engage with the consortium lead to co-create a plan for how funds will be used to support the unique needs of students experiencing homelessness in their LEAs. All consortium members should agree on the use of funds and services provided before the LEA elects to transfer fund management to the consortium leader. The consortium leader and all consortium members will complete an MOU that reflects this plan. MDE does not require a specific MOU or agreement form.

Please direct questions regarding this grant to the Office of Educational Supports, Special Populations Unit at McKinney-Vento@michigan.gov or 517-241-6977.

Sec. 723 LOCAL EDUCATIONAL AGENCY SUBGRANTS FOR THE EDUCATION OF HOMELESS CHILDREN AND YOUTHS.

(d) **AUTHORIZED ACTIVITIES.** A local educational agency may use funds awarded under this section for activities that carry out the purpose of this subtitle, including the following:

- (1) The provision of tutoring, supplemental instruction, and enriched educational services that are linked to the achievement of the same challenging State academic content standards and challenging State student academic achievement standards the State establishes for other children and youths.
- (2) The provision of expedited evaluations of the strengths and needs of homeless children and youths, including needs and eligibility for programs and services (such as educational programs for gifted and talented students, children with disabilities, and students with limited English proficiency, services provided under title I of the Elementary and Secondary Education Act of 1965 or similar State or local programs, programs in vocational and technical education, and school nutrition programs).
- (3) Professional development and other activities for educators and pupil services personnel that are designed to heighten the understanding and sensitivity of such personnel to the needs of homeless children and youths, the rights of such children and youths under this subtitle, and the specific educational needs of runaway and homeless youths.
- (4) The provision of referral services to homeless children and youths for medical, dental, mental, and other health services.
- (5) The provision of assistance to defray the excess cost of transportation for students under section 722(g)(4)(A), not otherwise provided through Federal, State, or local funding, where necessary to enable students to attend the school selected under section 722(g)(3).
- (6) The provision of developmentally appropriate early childhood education programs, not otherwise provided through Federal, State, or local funding, for preschool-aged homeless children.
- (7) The provision of services and assistance to attract, engage, and retain homeless children and youths, and unaccompanied youths, in public school programs and services provided to non-homeless children and youths.
- (8) The provision for homeless children and youths of before- and after-school, mentoring, and summer programs in which a teacher or other qualified individual provides tutoring, homework assistance, and supervision of educational activities.
- (9) If necessary, the payment of fees and other costs associated with tracking, obtaining, and transferring records necessary to enroll homeless children and youths in school, including birth certificates, immunization or medical records, academic records, guardianship records, and evaluations for special programs or services.
- (10) The provision of education and training to the parents of homeless children and youths about the rights of, and resources available to, such children and youths.
- (11) The development of coordination between schools and agencies providing services to homeless children and youths, as described in section 722(g)(5).
- (12) The provision of pupil services (including violence prevention counseling) and referrals for such services.
- (13) Activities to address the particular needs of homeless children and youths that may arise from domestic violence.
- (14) The adaptation of space and purchase of supplies for any non-school facilities made available under subsection (a)(2) to provide services under this subsection.
- (15) The provision of school supplies, including those supplies to be distributed at shelters or temporary housing facilities, or other appropriate locations.
- (16) The provision of other extraordinary or emergency assistance needed to enable homeless children and youths to attend school.

Amendment Justification

Amendment Justification

Provide a detailed description of the changes/updates made to this application.

Amendment was updated for the increase in funding allocation of \$7,522. Funds allocated to Transportation Services for Homeless Students.

Amendment Justification History

Amendment Justification History:

Review Grant Selections

MV ARP Homeless II

Do Not Apply

Apply Now

[X]

Budget Summary

Instructions:

- To add a budget item, click on the **Add Budget Item**.
- To view the budget detail, click the **Budget Detail**.
- Add the name of your business and program representatives with phone numbers and emails and click **Save**.

Funding Source

Agreement Number	Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
130	211012	2122	84.425W	11/03/2022	09/30/2024	2023

Account	Salaries 1000	Benefits 2000	Purchased Services 3000, 4000	Supplies & Materials 5000	Capital Outlay 6000	Other Expenses 7000, 8000	Total
1) - Pupil Transportation Services	\$0	\$0	\$17,863	\$0	\$0	\$0	\$17,863
1) - Welfare Activities	\$0	\$0	\$6600	\$0	\$0	\$0	\$6,600
SUBTOTAL	\$0	\$0	\$17,863	\$6,600	\$0	\$0	\$24,463
Indirect Costs	Maximum Indirect Allowed						
Maximum allowed: 3.22%	\$788					\$212	
TOTAL	\$0	\$0	\$17,863	\$6,600	\$0	\$212	\$24,675
Administrative Cost Percent	.86%						
Administrative Allocation Amount	\$24,675						
Administrative Availability	\$24,675						
Administrative Availability Balance	\$0						

Contact Information

Business Office Representative

*Phone

*Email

Jason Zirni

(248) 658-5200

jason.zirni@myhpsd.org

Project Contact Person

Amy Kruppe

***Phone**

(248) 658-5200

***Email**

amy.kruppe@myhpsd.org

Flagged Budget Items

Flagged Budget Items

City

Wheat Ridge Park, School District of the City of - 63130

Item	Comment	Function Code	Description	Salaries	Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Total
Approved	How many students will be supported by this line item?	<u>271: Pupil Transportation Services</u>	Dollars allocated for bus passes for students. : 31 students could benefit from this support	\$0	\$0	\$5000	\$0	\$0	\$0	\$5000
Approved	These funds need to be expended by September 30 please verify that in your description.	<u>271: Pupil Transportation Services</u>	Dollars for cab services for families in need to attend school or after school activities. : 31 students could benefit from this service. Funds have been expended prior to June 30, 2025, The District spent dollars in excess of the original award prior to June 30 with which the additional dollars will fund. purchase of 30 sets of sheets for families in order to provide and safe and sound home @ \$50 a set * 30	\$0	\$0	\$12863	\$0	\$0	\$0	\$12863
Approved	Please use FunCode: 361	<u>361: Welfare Activities</u>	purchase of clothes for families in need including under garments 100 female undergarments * \$2 = \$200, 100 male undergarments * \$4 = \$400. undershirts for male: 100* \$4.50 undershirts for woman. 100* \$4.50 = \$450 socks 100@ \$6 = \$600=\$2100 shoes and boots \$30 *100 for families in need	\$0	\$0	\$0	\$1500	\$0	\$0	\$1500
Approved	Please use FunCode: 361	<u>361: Welfare Activities</u>	purchase of clothes for families in need including under garments 100 female undergarments * \$2 = \$200, 100 male undergarments * \$4 = \$400. undershirts for male: 100* \$4.50 undershirts for woman. 100* \$4.50 = \$450 socks 100@ \$6 = \$600=\$2100 shoes and boots \$30 *100 for families in need	\$0	\$0	\$0	\$2100	\$0	\$0	\$2100
Approved	Please use FunCode: 361	<u>361: Welfare Activities</u>	purchase of clothes for families in need including under garments 100 female undergarments * \$2 = \$200, 100 male undergarments * \$4 = \$400. undershirts for male: 100* \$4.50 undershirts for woman. 100* \$4.50 = \$450 socks 100@ \$6 = \$600=\$2100 shoes and boots \$30 *100 for families in need	\$0	\$0	\$0	\$3000	\$0	\$0	\$3000

Total \$24463

Approved Total \$24463

Modifications Required Total \$0

Unallowable Total \$0

Narrative Application

Instructions: All items are required.

DEFAULT SECTION

Homeless Liaison Name:

Dr. Carla Postell

Homeless Liaison Title:

Executive Director of Teaching and Learning

Homeless Liaison Telephone Number:

(313) 516-1069

Homeless Liaison E-mail Address:

carla.postell@hazelparkschools.org

1. Is the district(s) allocating a portion of the ESSER (CARES, CRRSA, ARP) funds to supports and services specifically addressing the needs of students experiencing homelessness?

Yes

No

2. What identified needs for students experiencing homelessness are being addressed with ESSER (CARES, CRRSA, ARP) funds? Consortia of districts may upload a document containing the information for each member and respond, "see upload" for questions 2 and 3.

Hazel Park schools has dedicated funds to students experiencing homelessness through technology and internet services.

3. What is the expected ESSER (CARES, CRRSA, ARP) expenditure amount that will support students experiencing homelessness specifically? Consortia of districts may upload a document containing the information for each member and respond, "see upload" for questions 2 and 3.

\$30,000

4. What are the identified needs of students that will be supported through this allocation, ARP Homeless II?

These dollars will provide access to after school programing as well as health communities

Attachments

Instructions:

1. Type a descriptive title for the document that will be uploaded.
2. Click the **Select** button and search for the document.
3. Once selected, the path to the file will appear in the Document Source field.
4. Click the **Save** button.
5. To upload another document, click the **Add** button.

NOTE: When the file is named to be uploaded, **DO NOT** leave any spaces, place a period between the words OR use any special characters, e.g. "/", in the document name. Attachments may be in **Word, PDF, JPG, XLS or GIF** format. The maximum file upload size is 15MB per files uploaded on each page. The descriptive title entered does not have to be the same as the file name, and it can include spaces.

Attachments**Title****Document Source**



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

June 11, 2024

Nathan Rabens
328 Jeff Keeton Drive
Hazel Park, MI 48030

Dear Sir/Madam:

The State Tax Commission (Commission) had previously issued, and held in abeyance, a Neighborhood Enterprise Zone (NEZ) Certificate for 328 Jeff Keeton Drive, City of Hazel Park, Oakland County. The certificate was held in abeyance until further requirements were met. The Commission has received the requirements of Section 10 of Public Act 147 of 1992 (Act), as amended, and has removed certificate number N2020-067 from abeyance.

This certificate is the legal authority for the assessor to place the certified facility on the NEZ tax roll (specific tax roll) pursuant to the requirements of Public Act 147 of 1992, Section 13, as amended.

The local treasurer will prepare Neighborhood Enterprise Zone tax bills in accordance with Section 9 of the Act. To verify that the certificate has been added to the specific tax roll for the affected tax years, please contact your local assessor. In some cases, certificates effective for previous tax years may result in a refund of taxes paid. Please contact the local treasurer regarding their refund process.

A party aggrieved by the issuance, refusal to issue, revocation, transfer or modification of an exemption may appeal a final decision by filing a petition with the Michigan Tax Tribunal, www.michigan.gov/taxtrib, within 35 days. MCL 205.735a (6).

If you have further questions, please contact the Community Services Division at (517) 335-7491 or by email at pte@michigan.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Buick".

David A. Buick, Executive Director
State Tax Commission

Enclosure(s)

cc: Assessor, City of Hazel Park
Oakland County Equalization Department
Hazel Park School District
Oakland Intermediate School District
Oakland Community College



Neighborhood Enterprise Zone Exemption Certificate

Certificate No. **N2020-067**

Pursuant to the provisions of Public Act 147 of 1992, as amended, the State Tax Commission hereby finds that the residential property owned by **Nathan Rabens**, and located at **328 Jeff Keeton Drive, City of Hazel Park**, County of **Oakland**, Michigan, within a Neighborhood Enterprise Zone designated for the purpose of construction of new residential property or rehabilitation of existing residential property, complies with Section 2 and with other provisions of the act.

Therefore, as provided by MCL 207.771 to 207.787, inclusive, the State Tax Commission hereby certifies this residential facility as a **new facility** and issues a Neighborhood Enterprise Zone Exemption Certificate for the property whose property identification number is **25-25-158-004** and whose legal description is on file with the local governmental unit.

This certificate provides the authority for the assessor to exempt the facility for which this Neighborhood Enterprise Zone certificate is in effect, but not the land on which the facility is located, from ad valorem taxation. This certificate further provides the authority to levy a specific tax known as the Neighborhood Enterprise Zone tax.

This certificate, unless revoked as provided by Public Act 147 of 1992, as amended, shall remain in force for a period of **8** year(s);

Beginning December 31, 2024, and ending December 30, 2032.

This Neighborhood Enterprise Zone certificate is issued on **June 11, 2024.**



Peggy L. Nolde, Chairperson
State Tax Commission

A TRUE COPY
ATTEST:

Patrick Huber
Michigan Department of Treasury



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

To: Amy Kruppe, Superintendent
From: Stephanie Dulmage, Assistant Superintendent of Teaching & Learning
Subject: Out-of-School Time Supports - High Dosage Tutoring, Homework Help, and Behavioral Supports
Date: August 19, 2024

Implementation of Out-of-School Time Supports

Research indicates that high-dosage tutoring and other extended-day supports have a strong impact on student growth and learning. Teachers providing support will be paid the anticipated hourly curriculum rate of \$45.00/hour. High-dosage tutoring, also known as "high-impact" or "high-intensity" tutoring, is a proven school-based intervention with significant positive effects on math and reading achievement. Studies show it can significantly increase student learning, address current learning gaps, and support long-term school academic achievement.

The most impactful time for high-dosage tutoring is during the school day, which we currently offer with the support of the district's MTSS teacher. This approach can also be effective before or after school when certified teachers use high-quality instructional materials and strategies, provide consistent tutoring sessions multiple times per week, and use student learning data to drive the instructional focus. The following articles provide additional information about the impact of high-dosage tutoring:

- [The Push to Scale Up High-Impact Tutoring](#)
- [High-Quality Tutoring: An Evidence-Based Strategy to Tackle Learning Loss](#)
- [High-Impact Tutoring: Out-of-School Time Playbook](#)

Given the impact of these strategies, Hazel Park Schools will offer out-of-school time the following academic and behavioral support for students in grades K-12. Also included in this proposal is compensation for staff to monitor students during out-of-school time detention.

Elementary Buildings

- Direct Instruction in Math or Reading

Hazel Park Junior High

- Direct Instruction in Math or Reading
- Homework Help
- Zero-Hour Physical Education

Hazel Park High School

- Direct Instruction in Math or Reading
 - Before, After, or Virtual Evening
- Homework Help
- Credit Recovery





Approved Positions

Elementary

- Tutoring

Elementary Building	Number of Tutors	Number of Weeks	Hours Per Week	Salary and Benefits	Total Estimated Cost
Hoover	8	28	3.75	63	52,920
United Oaks	8	28	3.75	63	52,920
Webb	8	28	3.75	63	52,920
				Grand Total	158,760

Hazel Park Junior High

- Tutoring
- Homework Help
- Detention Staff

Tutoring Category	Number of Tutors	Number of Weeks	Hours Per Week	Salary and Benefits	Total Estimated Cost
ELA & Math Tutoring	4	28	5	63	35,280
Homework Help Staff	2	28	4	63	14,112
Detention Staff	1	24	6	63	9,072
				Grand Total	59,976

Hazel Park High School

- Tutoring
- Homework Help
- Detention Staff

Tutoring Category	Number of Tutors	Number of Weeks	Hours Per Week	Salary and Benefits	Total Estimated Cost
Tutoring	6	28	3.75	63	39,690
Homework Help Staff	2	28	4	63	14,112
Detention Staff	1	24	6	63	9,072
				Grand Total	65,550

Total Financial Impact: \$284,286



Strategic Goal Alignment

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

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

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

Funding Source:

- General Fund
- Community School Grant
- Out-of-School Time Grant

Recommendation

That the Board of Education approve the estimated budget for high-dosage tutoring, homework help, and behavioral supports, in the amount of \$284,286.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



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

To: Amy Kruppe, Superintendent
From: Stephanie Dulmage, Assistant Superintendent of Teaching & Learning
Subject: Social and Emotional Behavioral Screener – Yearly Renewal Fee
Date: August 19, 2024

Social-Emotional Screeners

Universal screening is an important element of a Multi-Tiered System of Support (MTSS). It provides educators with an accurate understanding of students' strengths and needs in academics, social-emotional health, and behavior. Hazel Park Schools understands the benefit of gathering information about a student's social-emotional and behavioral (SEB) health as part of a comprehensive system of student support.

To support this goal, we are requesting approval of the yearly renewal fees for Fastbridge SAEBRS (Social and Emotional Behavioral Screener). The SAEBRS assesses student risk for emotional and behavioral challenges. The screener includes 19 items, each of which relates to a broad factor (General Behavior) and three narrow factors: Social Behavior (6 items), Academic Behavior (6 items), and Emotional Behavior (7 items). In alignment with the principles of prevention science, each factor corresponds to various risk and protective factors suggested by developmental psychological research to predict the development of emotional/behavioral disorders. The articles below provide more in-depth information about the benefits of a SEB screener.

- [Best Practices in Universal Social, Emotional, and Behavioral Screening](#)
- [A District Leader's Guide to Integrating SEL Into MTSS](#)

Total Financial Impact: \$8,408.25 Fastbridge Renewal Fee

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 of Education approve the SAEBRS renewal fee in the amount of 8,408.25 for the 2024-2025 school year.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



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SET INCLUDES:

- 2 Body Shields
- 1 Large Body Shield
- 1 Medium Curved Shield
- 2 Flex Shields
- 1 Arm Shield (half sleeve)

BENEFITS:

Recommended to provide a comprehensive experience to trainees by offering exposure to the different types of blocking pads.

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✉ info@ukerusystems.com 🌐 www.ukerusystems.com

FLEX SHIELD



\$155

Dimensions:
1.5" x 15" X 27"
1.6 lbs

Product Description: Multi-use Flex Shield with cut-out handles on both ends used primarily to protect against self-injurious behavior. Antimicrobial and fire retardant vinyl cover.

Materials: Multi-layered foam for strength and impact protection.

Benefits: Portable and extremely light weight at under 2 lbs that can be used in multiple situations. Handle design made for safety and maneuverability in small areas.

BODY SHIELD

Product Description: Protective body shield made from high quality layered foams to disperse impact while protecting both parties with durable handles and overall construction. Antimicrobial and fire retardant vinyl cover.

Materials: Layered foam wrapped in washable and antimicrobial vinyl with hidden zippers.

Benefits: Lightweight, in high-intensity impact protection.



276

\$190

Dimensions:
3" x 26" x 28"
4.2 lbs

LARGE BODY SHIELD



\$285

Dimensions:
3" x 40" x 27"
7.1 lbs

Product Description: Larger-sized protective body shield made from the same high quality layered foams as our regular body shield to disperse impact while protecting both parties. Antimicrobial and fire retardant vinyl cover.

Materials: Layered foam wrapped in washable and antimicrobial vinyl with hidden zippers.

Benefits: Lightweight-large size, in high-intensity impact protection.



SMALL CURVED SHIELD

Product Description: Smaller and lightweight for flexible use. Foam and flexible molded plastic sheet protect all involved. Antimicrobial and fire retardant vinyl cover.

Materials: PVC panel encased in open-cell foam and covered in antimicrobial and washable vinyl.

Benefits: Lightweight protection, portable, safe for all involved.

\$280

Dimensions:
1" x 25" x 36"
7.4 lbs

MEDIUM CURVED SHIELD

Product Description: Smaller and lightweight for flexible use. Foam and flexible molded plastic sheet protect all involved. Antimicrobial and fire retardant vinyl cover.

Materials: PVC panel encased in open-cell foam and covered in antimicrobial and washable vinyl.

Benefits: The "medium" version of the Curved Shield allows the same wrap-around protection of the previous versions but allows for greater protection when dealing with both upper and lower-body strikes.



\$325

Dimensions:
30" x 33 3/4" x 1 3/4"
10 lbs.



LARGE CURVED SHIELD

Product Description: Protective pad designed to create safe space for user while in a escalated situation. Pad works like a spring absorbing and deflecting impact energy. Antimicrobial and fire retardant vinyl cover.

Materials: PVC panel encased in open-cell foam and covered in antimicrobial and washable vinyl.

Benefits: Low-profile, rugged and durable, unique combination of materials slows down and deflects energy.

\$370

Dimensions:
1" x 33" x 53"
13.5 lbs

ARM SHIELD (HALF SLEEVE)

Product Description: Slip on pad with sturdy handle for quick and low-profile protection. Lightweight and durable with stretchy strip for secure holding, yet slides off quickly if it is pulled. Antimicrobial and fire retardant vinyl cover.

Materials: Layered foams for impact resistance and to disperse energy while remaining soft enough to not cause injury.

Benefits: Quick to grab protection, easy on and off, deflects impact, soft for individual punching.



\$100

Dimensions:
2" x 16" x 8"
1.2 lbs

ARM SHIELD (FULL SLEEVE)

Product Description: Slip on pad with sturdy handle inside sleeve for quick and low-profile protection. Lightweight and durable with full stretch material for secure holding and scratch protection. Antimicrobial and fire retardant vinyl cover.

Materials: Layered foams for impact resistance and to disperse energy while remaining soft enough to not cause injury. Spandex sleeve for scratch protection.

Benefits: Lightweight protection, portable, protective sleeve for scratch protection.



\$100

Dimensions:
2" x 16" x 8"
1.2 lbs

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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. Megan Papasian-Broadwell, Executive Director of Student Services
Subject: UKERU
Date: 7-29-2024

Purpose: To provide Hazel Park Schools employees with the training and tools necessary to reduce the use of restraint, seclusion and injury, while lowering workers' compensation costs and employee turnover.

(<https://www.ukerusystems.com/> Retrieved 7/20/2024)

Supporting Data: Trauma changes the brain and causes involuntary reactions—such as fight, flight, or freeze—when the body perceives a threat. The prevalence of trauma is significant; in fact, the majority of adults and children with special needs have a history of past trauma. For individuals who have experienced traumatic events, the impact of re-experiencing that trauma through the use of restraints and seclusions can be devastating, reinforcing aggression and perpetuating a cycle of violence.

A trauma-informed approach ensures a thorough understanding of the neurological, biological, psychological, and social effects of trauma and violence on an individual. Training is just the starting point; creating an environment of Comfort vs. Control requires a true cultural shift within a school, organization, or other behavioral health setting.

UKERU includes:

- Verbal and nonverbal communication to convert/divert an aggressive individual
- Physical release techniques that keep both client and caregiver safe
- Physical redirection to avoid injury and self-harm
- Safe Blocking®—the only trauma-informed, restraint-free blocking technique

Provide a historical perspective on this topic: The increase in seclusion and restraint incidents at Edison Center Program during the 2023-2024 school year suggests that the current strategies and training may not be fully addressing the complexities of students' needs. This increase could indicate gaps in the existing support framework or challenges in implementing effective behavioral interventions.

Research:

Craig, Jason & Sanders, Kimberly. (2018). Evaluation of a Program Model for Minimizing Restraint and Seclusion. *Advances in Neurodevelopmental Disorders*. 2. 1-9. 10.1007/s41252-018-0076-2.

Sanders, Kim. (2009). The Effects of an Action Plan, Staff Training, Management Support and Monitoring on Restraint Use and Costs of Work-Related Injuries. *Journal of Applied Research in Intellectual Disabilities*. 22. 216 - 220. 10.1111/j.1468-3148.2008.00491.x.

Funding Source: General Fund, cost will be eligible for Special Education reimbursement funding through State Aid formula calculation.





Strategic Goal Alignment:

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

Recommendation: The Board of Education approve the purchase of materials and training to implement UKERU.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent

Proposed Ukeru Systems Engagement With:



Hazel Park Schools (MI)

Total Estimated Cost \$12,610.00

Item	Description	Cost	Qty	Amount	Notes
Initial Training	New Trainer	\$950.00	10	\$9,500.00	
	New User	\$425.00		\$0.00	
Recertification Training	Trainer	\$495.00		\$0.00	
	User	\$200.00		\$0.00	
Additional Services	Assessment/Observation	\$0.00		\$0.00	
Transportation	Flights	\$800.00	2	\$1,600.00	
	Car Rental	\$350.00		\$350.00	
Hotel	Hotel	\$800.00		\$800.00	Cost represents 2 nights per trainer
Meals	\$60 per day/trainer	\$180.00	2	\$360.00	Cost represents 3 days of meals
SUBTOTAL Cost of Services				\$9,500.00	
Total Estimated Cost of Travel Expenses				\$3,110.00	
Total Estimated Cost (Includes Services and Travel Expenses)				\$12,610.00	

This is NOT an invoice. Please do not pay based on this quote.

Prepared By:

Layna Lamons/Experience Planner

7/9/2024

Equipment	Cost	Number Requested	Total
Ukeru Equipment Bundle	\$1,300	2	\$2,600



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
Subject: Food Concession Profit
Date: August 12, 2024

Hazel Park food service Chartwells began supporting concessions for our district during the 2023-2024 school year. This included an update of the athletic field concession stand, the purchase of a hotdog cart for baseball, softball and more. Chartwells also provides ServSafe and have certified individual working and serving food which is a requirement for food service production and sales. We also are able to provide more dollars to our teams than in the past.

The change in this provided an increase in concessions available to our families at events and significantly increased revenue.

The Board of Education has requested that they set the allocation of the revenue received from this which is located in the food service fund.

Chartwells expenses and revenues were as follows:

Revenue:	\$56,695
Expenses:	\$47,869
Profit:	\$8829 (16%)

Additional information consists of \$24,970 for production cost or 44% of total expenses. Labor was \$22,033 or 40% of total expenses.

At the Board of Education workshop, as trustees you requested all teams receive a small stipend for their activity account. The remaining would be allocated to the eleven organizations that were able to utilize concessions. The request made by board trustees allow funds to be provide by team as follows:

\$150 allocations for those without food service: \$900 allocation

Band, Cross Country, Golf, Bowling, Tennis and Cheerleading

\$7,929 allocations divided evenly between the sports supported: \$566 allocation per team

Swimming, Football, Soccer (two teams), Track and Field, Junior Vikings (two teams), Baseball, Softball
Basketball (two teams), Dance, Wrestling and Volleyball





Strategic Goal Alignment - The request for allocating the dollars focuses on the following

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: The funds are coming from the food service fund.

Recommendation

That the Board of Education approve the allocation of funds to the programs listed above.

**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
Subject: Wrestling Mats
Date: August 12, 2024

We are seeking approval for the purchase of two new wrestling mats for our athletics program. The current mats are no longer approved for hosting tournaments, which led us to borrow mats from other school districts this past year.

The new mats we are requesting offer several important updates:

- **Safety:** The existing mats are worn and no longer provide the necessary cushioning and traction, increasing the risk of injury during practices and competitions.
- **Compliance:** New mats will ensure that our facilities meet safety standards and guidelines set by athletic associations.
- **Program Enhancement:** Upgrading our equipment will significantly enhance the quality of our wrestling program, benefiting both current and future student-athletes.
- **Improved Handling:** The updated mats are designed to be moved with ease, reducing the risk of injury to our staff and students. Additionally, these mats feature Velcro connections, eliminating the need for taping.

Cost Estimate: The estimated cost for two new wrestling mats is \$20,582. A detailed cost breakdown is provided below.

We appreciate your consideration and look forward to your approval to proceed with this essential upgrade.

Qty	Description	Price	Total
14	6'x40'x1 5/8" Maroon w\Flexi-Connect w\Paint	\$ 1,413	\$ 19,782
2	10' Circle and 28' Circle w\Start Marks	\$ 0	\$ 0
2	Logo On One Roll	\$ 400	\$ 800
1	Shipping	\$ 0	\$ 0

Order Total \$ 20,582





Strategic Goal Alignment - The request for allocating the dollars focuses on the following:

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:

Recommendation:

That the Board of Education approve the purchase of two wrestling mats at a cost not to exceed \$21,000 for our Athletic Department, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent

1053 Everman Parkway
 Fort Worth TX 76140
 Phone: 817-534-3344 Fax: 888-531-6964

Quote #: 16448
Quote Date: 08/07/2024
Sales Rep: Troy Reiter
Sales Rep Mobile: 763-269-4630
Sales Rep Email: Troy@dollamur.com

Customer: Hazel Park School District

Shipping Contact: James Paterson

Billing Address: Michigan 48030
 United States

Shipping Address: Michigan 48030
 United States

Contact: James Paterson

Shipping Contact Number:

Phone Number: 248-721-0363

Email: james.paterson@myhpsd.org

PO #:

Ship Via: RPM

Terms: Prepayment

Ship by:

Product/Items Sold

Line	Part Name/Description	Part Number	UOM	Qty	Price	Total
1	6'x40'x1 5/8" Maroon w\Flexi-Connect w\Paint	158SMRNA40FCP	Roll	14	\$ 1,413.00	\$ 19,782.00
2	10' Circle and 28' Circle w\Start Marks	WRCS-28	Each	2	\$ 0.00	\$ 0.00
3	Logo On One Roll	LOGO-DIG	Each	2	\$ 400.00	\$ 800.00
4	Shipping - Michigan	SHIP-MI	Each	2450	\$ 0.00	\$ 0.00

Notes to Customer

Thanks for providing us the opportunity to do business with you. You will find a quote containing each of the products/services we are proposing to complete attached with this email. Please review the quote and get back to us at your earliest convenience. We look forward to doing business together. If you have any questions, feel free to contact your sales rep listed above.

LineTotal	\$ 20,582.00
Discount	\$ 0.00
Sales Tax	\$ 0.00
Shipping and Handling	\$ 0.00
Order Total	\$ 20,582.00

Signature

Quote Valid for 30 Days





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: SET SEG Insurance Deductible Change
Date: 8/7/2024

As part of our ongoing efforts to identify cost-saving opportunities across all areas of district operations, we recently conducted a review of our insurance policies with representatives from SET SEG. During this review, I explored the possibility of increasing our deductible on claims to generate savings for the district.

Over the past five years, the district has averaged one major claim per year. We have received quotes outlining the potential savings associated with increasing our deductible, along with an analysis of the potential impact on our budget:

- \$10,000 deductible will result in a savings of approximately \$31,508.
- \$25,000 deductible will result in a savings of approximately \$76,827.

The District's current deductible is \$5,000.

Here is an analysis of the potential impact (total saving less, new deductible rate less old deductible).

Number of Claims	Savings at \$10,000 Deductible	Savings at \$25,000 Deductible
Claim 1	26,508	56,827
Claim 2	21,508	36,827
Claim 3	16,508	16,827
Claim 4	11,508	(3,173)
Claim 5	6,508	
Claim 6	1,508	
Claim 7	(3,492)	

Goal Statement-Resources:

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 changing the deductible from \$5,000 to \$25,000, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



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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		\$8,800.83	\$0.00	\$0.00	\$3,799.50 CR	\$5,001.33
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
05/02	04/30	8536943GAFZTM6GKY	WINDERMERE HOTEL MACKINAC ISLA MI CREDIT CHECK IN:04/30/2024 NUMBER OF NIGHTS: CHECK OUT:04/30/2024 DAILY RATE: 0.00		1,144.50 CR	
05/03	04/29	0543684GA2XEF9933	DETROIT REGIONAL CHAMB DETROIT M CREDIT		2,655.00 CR	
05/12	05/11	5543286GL5V43AA69	PANERA BREAD #600694 O 248-616-0116 MI		325.15	
05/17	05/16	5542950GTLY7773NH	STOCKPINS.COM 18008560595 RI		157.46	
05/17	05/16	5265384GS1Z205AT3	MASB 5173275900 MI		99.00	
05/17	05/16	5265384GT1Z1K0QMZ	MASB 5173275900 MI		198.00	
05/23	05/23	8271116H0000652BQ	OAKLAND SCHOOLS WATERFORD MI		45.00	
05/24	05/23	8271116H00006NLWV	MASSP & MASC/MAHS LANSING MI		450.00	
05/26	05/24	5544641H22MEGQQ6S	THE ATS STORE LLC RP HAZEL PARK MI		19.53	
05/26	05/24	5550629H2TQQJD12P	COUNCIL FOR EXCEPTIONA ARLINGTON VA		405.00	
05/26	05/24	5265384H11YQXQX0P	MASB 5173275900 MI		6,424.78	
05/29	05/28	8535335H5Q8PW83ZY	MI ASSOC SCH ADM 5173275910 MI		600.00	
05/31	05/30	0230537H800KRJ5ML	BJS.COM #5490 WESTBOROUGH MA		58.94	
05/31	05/30	0230537H800KRJ5PY	BJS WHOLESALE #383 MADISON HEIGH MI		17.97	

DEBRA DIMAS						
XXXX XXXX XXXX 8828		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$2,584.61	\$0.00	\$0.00	\$4.77 CR	\$2,579.84
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
05/01	04/30	5543286G9617HHX3Q	AMZN MKTP US*ME30K7GU3 AMZN.COM/BILL WA		39.99	
05/03	05/02	5543286GQ622ZXNLE	TST* NEW YORK BAGEL - FERNDALE MI		117.10	
05/05	05/03	5543286GD62EQF85G	DETROIT ZOO-GUEST RELA ROYAL OAK MI		507.00	
05/07	05/06	0543684GGBLL0L01W	SAMS CLUB #6659 MADISON HEIGH MI		28.52	
05/07	05/06	8230509GF000G17S0	AMAZON MAR* 113-488357 SEATTLE WA		43.25	
05/07	05/06	8230509GG000531PT	AMAZON MAR* 113-746043 SEATTLE WA		39.93	
05/07	05/07	8230509GG0008H08D	AMAZON MAR* 113-746043 SEATTLE WA		57.16	
05/08	05/07	8230509GH0004HHLB	AMAZON MAR* 113-657863 SEATTLE WA		7.49	
05/09	05/08	2524780GH01FALS7V	JAVA HUTT CAFE HAZEL PARK MI		4.77	
05/10	05/08	2524780GH01FALS5R	JAVA HUTT CAFE HAZEL PARK MI CREDIT		4.77 CR	
05/10	05/09	5543286GK5SVRLKHH	TST* NEW YORK BAGEL - FERNDALE MI		117.10	
05/12	05/12	5543286GM5VE5EHE3	AMZN MKTP US*FZ04C3TJ3 AMZN.COM/BILL WA		42.74	
05/14	05/13	0230537GP00HXN9RJ	CVS/PHARMACY #08103 HAZEL PARK MI		6.72	
05/16	05/15	7545491GRS66DV8FH	LEARNING GIZMO S INC WARREN MI		698.10	
05/17	05/16	0543684GSBLL1ZTPJ	WM SUPERCENTER #4424 WARREN MI		23.58	
05/17	05/16	0531461GS00QX2GV3	JETS PIZZA - MI-018 WARREN MI		243.16	
05/22	05/21	5543286GZ5YAFXLPD	MICHAELS STORES 5073 TROY MI		121.87	
05/23	05/22	0543684H0BLL4E0EP	SAMS CLUB #6659 MADISON HEIGH MI		41.29	
05/24	05/23	5543286H15YZRKE6K	TST* NEW YORK BAGEL - FERNDALE MI		117.10	
05/29	05/28	8271116H5000BJ7XS	PUB PRINTING WATERLOO NE		57.95	
05/29	05/29	5543286H660ADBXF5	AMZN MKTP US*2Z6MI4GG3 AMZN.COM/BILL WA		12.69	
05/29	05/29	5543286H660Q1MMB7	AMAZON.COM*CM6IC6V93 AMZN.COM/BILL WA		33.08	
05/29	05/29	5543286H660Q354TM	AMZN MKTP US*Z09IQ88I3 AMZN.COM/BILL WA		47.98	
05/30	05/30	5543286H760M0P486	AMZN MKTP US*N045I3RB3 AMZN.COM/BILL WA		58.94	
05/31	05/30	5543286H860ZL9ABP	TST* NEW YORK BAGEL FERNDALE MI		117.10	

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

STEPHANIE DULMAGE						
XXXX XXXX XXXX 5092		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$4,603.02	\$0.00	\$0.00	\$0.00	\$4,603.02
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
05/02	05/01	8545491GAS66DGN00	GEIGER 800-285-0318 ME		12.77	
05/02	05/01	8545491GAS66DGN1T	GEIGER 800-285-0318 ME		22.31	
05/12	05/11	8271116GL00093DPS	SP ROBOLINK SAN DIEGO CA		4,467.94	
05/27	05/26	5543687H4JMDKLTW8	SOM LARA CCLB LICENSE LANSING MI		100.00	

KARLA GRAESSLEY						
XXXX XXXX XXXX 2857		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$3,102.02	\$0.00	\$0.00	\$0.00	\$3,102.02
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
05/01	04/30	5543286G9615RZBLK	AMZN MKTP US*ER5J61K73 AMZN.COM/BILL WA		165.35	
05/05	05/04	5543286GD62D0BY8Q	AMZN MKTP US*SP3E40G73 AMZN.COM/BILL WA		41.54	
05/07	05/07	5543286GG637XJM5W	PARTY CITY BOPIS 800-727-8924 NJ		33.13	
05/08	05/07	0543684GG5SAQFPXJ	MEIJER STORE #222 MADISON HEIGH MI		66.68	
05/09	05/07	8518244GH00XSWYBL	JONES SCHOOL SUPPLY CO COLUMBIA SC		294.00	
05/14	05/13	0541019GN2LRH60GB	TARGET 00025445 WARREN MI		134.57	
05/17	05/15	5548382GTAT8DALMQ	SAMSCLUB.COM 888-746-7726 AR		1,287.78	
05/19	05/18	5543286GV5X888G09	AMZN MKTP US*CO5GV1DJ3 AMZN.COM/BILL WA		42.39	
05/20	05/19	5543286GW5XP1YA0H	AMZN MKTP US*DS1EX0LV3 AMZN.COM/BILL WA		106.16	
05/20	05/20	5543286GX5XTAWAGG	AMZN MKTP US*HH7EJ36D3 AMZN.COM/BILL WA		149.14	
05/21	05/20	5531020GY2MJ4PGX0	DUNHAMS 067 MADISON HEIGH MI		210.02	
05/26	05/24	5531020H22MJ2SFBVH	DUNHAMS 067 MADISON HEIGH MI		172.73	
05/29	05/28	0541019H52LRH6WHW	TARGET 00025445 WARREN MI		76.24	
05/29	05/28	5543286H660AJQY9J	SQ *NOW & LATER TRANSP COLLEGE PARK GA		79.00	
05/30	05/28	0543684H65SADT215	GFS STORE #0178 WARREN MI		218.19	
05/30	05/29	1527021H6010JY2PZ	SUBWAY 52803 ATLANTA GA		25.10	

TECHNOLOGY HP						
XXXX XXXX XXXX 8518		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$885.42	\$0.00	\$0.00	\$0.00	\$885.42
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
05/22	05/22	5543286GZ5YBMBVGA	APPLE.COM/US 800-676-2775 CA		99.00	
05/22	05/22	5543286GZ5YBMBVK5	APPLE.COM/US 800-676-2775 CA		99.00	
05/23	05/23	5543286H05YLY9JFP	APPLE.COM/US 800-676-2775 CA		487.63	
05/26	05/25	8538390H2000BE1N1	ALOHI * FAXPLUS PLAN-LES-OUAT DU		199.79	

MICHELLE KRAUSE						
XXXX XXXX XXXX 7323		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$851.60	\$0.00	\$0.00	\$0.00	\$851.60
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
05/05	05/03	0543684GD8PKNHEF1	PALAZZO DI BOCCE LAKE ORION MI		26.00	
05/17	05/16	0531461GT8PLQ7SVS	JETS PIZZA - MI-014 MADISON HEIGH MI		254.10	
05/31	05/31	8271116H80005YD8Z	BOUNCING ALL AROUND DETROIT MI		571.50	

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

AMY KRUPPE						
XXXX XXXX XXXX 5012		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$25,000.00		\$4.80	\$0.00	\$0.00	\$0.00	\$4.80
Post Date	Tran Date	Reference Number	Transaction Description			Amount
05/22	05/21	0534588GZ00D30ZT1	LANSING PARKING PARKEO LANSING MI			4.80

CORRI NASTASI						
XXXX XXXX XXXX 6896		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$7,500.00		\$5,025.54	\$0.00	\$0.00	\$0.00	\$5,025.54
Post Date	Tran Date	Reference Number	Transaction Description			Amount
05/01	04/29	0543684G95SAATRST	GFS STORE #0240 CHESTERFIELD MI			28.97
05/01	04/30	5543286GA61E6YR82	TST* NEW YORK BAGEL - FERNDALE MI			117.10
05/02	04/30	5550629GAM4RJJNGNV	ANN ARBOR HANDS-ON MUS ANN ARBOR MI			596.00
05/02	05/01	5543286GA61MG5RWJ	AMZN MKTP US*XK3B58WF3 AMZN.COM/BILL WA			50.09
05/02	05/01	5548382GB2LR8WZ38	SAMSCLUB #6664 UTICA MI			89.64
05/03	05/02	5543286GQ620G2FEL	MEIJER STORE #681 MACOMB MI			19.58
05/05	05/02	5543286GQ624543H8	DETROIT ZOO-GUEST RELA ROYAL OAK MI			594.00
05/05	05/03	8230509GQ000KY9KB	JIFFY.COM WILMINGTON DE			84.17
05/07	05/06	5543286GF635RK3M7	AMAZON.COM*Z90HQ3YT3 AMZN.COM/BILL WA			13.98
05/08	05/07	5543286GH5S8YPYZ6	TST* NEW YORK BAGEL - FERNDALE MI			117.10
05/08	05/07	5543286GH5S8YPZ00	TST* NEW YORK BAGEL - FERNDALE MI			56.52
05/08	05/07	8271116GG0006MJ3B	SP THE REPTARIUM UTICA MI			350.00
05/09	05/08	0543684GJEHS2BK04	LITTLE CAESARS #174 FERNDALE MI			29.94
05/10	05/09	5543286GJ5SPRDTZ5	AMZN MKTP US*XA2901773 AMZN.COM/BILL WA			8.99
05/10	05/09	0531461GK00DKPMGE	JIMMY JOHNS - 2519 - M FERNDALE MI			339.12
05/12	05/10	5543286GL5V74HMYZ	DETROIT ZOO-GUEST RELA ROYAL OAK MI			855.00
05/12	05/10	0543684GL5SAEMZ2T	GFS STORE #0947 ROCHESTER HIL MI			278.66
05/12	05/11	5543286GL5V9FN47L	AMAZON.COM*HX93E50R3 AMZN.COM/BILL WA			31.86
05/15	05/14	5543286GR5WB07NTR	TST* NEW YORK BAGEL - FERNDALE MI			117.10
05/15	05/14	0543684GREHV3752Y	LITTLE CAESARS 3314-00 HOLLY MI			88.16
05/15	05/14	1527021GP00ZBRV7M	SEA LIFE MICHIGAN AUBURN HILLS MI			16.00
05/16	05/15	5543286GR5WEY4GXX	AMZN MKTP US*VZ3812883 AMZN.COM/BILL WA			20.56
05/16	05/15	5548382GT2LR5K51Q	SAMSCLUB #6664 UTICA MI			63.52
05/16	05/16	8230509GT00072YDF	AMAZON RET* 112-527012 SEATTLE WA			39.06
05/17	05/16	0531461GT8PLQ7SQ3	JETS PIZZA - MI-014 MADISON HEIGH MI			366.17
05/21	05/21	8230509GY0007X7H4	AMAZON MAR* 112-491521 SEATTLE WA			107.98
05/22	05/21	5543286GY5Y6YRX9H	AMAZON.COM*FN2FN64F3 AMZN.COM/BILL WA			14.95
05/22	05/21	5543286GZ5YQMKWF2	TST* NEW YORK BAGEL - FERNDALE MI			117.10
05/23	05/22	0543684GZ8PKWJEVX	KROGER #759 WHITE LAKE MI			94.27
05/26	05/25	8230509H30002KWX2	AMAZON RET* 112-016811 SEATTLE WA			27.96
05/26	05/26	5543286H35ZFX3S5G	AMZN MKTP US*A10EM8GR3 AMZN.COM/BILL WA			17.98
05/30	05/29	0543684H7BLL3GZNQ	WM SUPERCENTER #3487 SHELBY TOWNSH MI			98.00
05/30	05/29	0531461H68PLAV6G1	JETS PIZZA - MI-014 MADISON HEIGH MI			58.01
05/31	05/30	0543684H8BLL2S5DF	WM SUPERCENTER #3487 SHELBY TOWNSH MI			118.00

SHEILA OKANE						
XXXX XXXX XXXX 1086		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$1,382.57	\$0.00	\$0.00	\$0.00	\$1,382.57
Post Date	Tran Date	Reference Number	Transaction Description			Amount
05/06	05/06	5543286GF6302RZ7Q	LOWES #00907* 866-483-7521 NC			263.94
05/08	05/08	5543286GH5S90KG66	AMZN MKTP US*MU4YYZZE3 AMZN.COM/BILL WA			202.90

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

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

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/15	05/14	5531020GRBLTRYZ3T	PETCO 2885 DETROIT MI	99.47
05/15	05/14	8230509GP000JLZSJ	LIBIB.COM COVINA CA	11.00
05/17	05/16	0525958GS00Q99R50	HUNGRY HOWIES 575 HAZEL PARK MI	107.23
05/17	05/17	5543286GS5WWA6GMR	PANERA BREAD #600694 O 248-616-0116 MI	236.88
05/23	05/23	5543286H05YKV4RT1	AMZN MKTP US*RF8VV3JE3 AMZN.COM/BILL WA	18.01
05/23	05/23	5543286H05YKV77NH	AMZN MKTP US*OA31L8M13 AMZN.COM/BILL WA	43.41
05/30	05/28	0543684H65SADT1NK	GFS STORE #0178 WARREN MI	109.93
05/30	05/29	0543684H7EHS3EFPE	LITTLE CAESARS #0015 DETROIT MI	126.99
05/30	05/29	5548382H72LR8KJTD	SAMSCLUB #6659 MADISON HEIGH MI	152.23
05/31	05/30	1230202H700WRVZMD	PET SUPPLIES PLUS 0007 DETROIT MI	10.58

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

PURCHASES \$1,111.90 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$1,111.90

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/09	05/07	5270487GHW8973QQ9	HOLIDAY INN EXP SAVANN SAVANNAH GA CHECK IN:05/04/2024 NUMBER OF NIGHTS:0004 CHECK OUT:05/08/2024 DAILY RATE: 0.00	1,111.90

GREG RICHARDSON
 XXXX XXXX XXXX 2959
CREDIT LIMIT \$20,000.00

PURCHASES \$1,331.41 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$1,331.41

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/01	04/30	5531020GABM45TKQA	TONYS ACE HDWE HAZEL PARK MI	5.69
05/01	04/30	5531020GABM45TKXL	TONYS ACE HDWE HAZEL PARK MI	20.50
05/02	05/01	5531020GBBM47NLH9	TONYS ACE HDWE HAZEL PARK MI	85.54
05/02	05/01	5531020GBBM47NLN7	TONYS ACE HDWE HAZEL PARK MI	15.19
05/02	05/01	5531020GBBM47NLWM	TONYS ACE HDWE HAZEL PARK MI	47.04
05/03	05/02	5531020GQBM402G31	TONYS ACE HDWE HAZEL PARK MI	5.10
05/03	05/02	5531020GQBM402HDV	TONYS ACE HDWE HAZEL PARK MI	19.90
05/05	05/03	5554650QQRDQ9NGMB	ALEX'S 2 GO HOLLY MI	39.20
05/05	05/03	5554650QQRDQ9NGRE	ALEX'S 2 GO HOLLY MI QUANTITY: 5.87 UNIT OF MEASURE:GAL FUEL SALE AM: 22.92 FUEL UNIT AM: 3.898 ODO:	22.92
05/05	05/03	5531020GDBM41ZH8G	TONYS ACE HDWE HAZEL PARK MI	66.46
05/08	05/07	5531020GHBM402G1J	TONYS ACE HDWE HAZEL PARK MI	4.74
05/08	05/07	5531020GHBM402G13	TONYS ACE HDWE HAZEL PARK MI	3.41
05/09	05/08	5526352GJBLHHAMLS	HARBOR FREIGHT TOOLS33 WARREN MI	349.98
05/09	05/08	5531020GJBM41ZH8K	TONYS ACE HDWE HAZEL PARK MI	8.67
05/10	05/09	5531020GKBM43WKHQ	TONYS ACE HDWE HAZEL PARK MI	48.42
05/14	05/13	5531020GPBM41ZH3	TONYS ACE HDWE HAZEL PARK MI	7.96
05/14	05/13	5531020GPBM41ZH74	TONYS ACE HDWE HAZEL PARK MI	16.09
05/15	05/14	5531020GRBM43WJFZ	TONYS ACE HDWE HAZEL PARK MI	1.69
05/15	05/14	5531020GRBM43WJLW	TONYS ACE HDWE HAZEL PARK MI	8.34
05/15	05/14	5531020GRBM43WK6E	TONYS ACE HDWE HAZEL PARK MI	1.38

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

GREG RICHARDSON
 XXXX XXXX XXXX 2959
CREDIT LIMIT \$20,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/16	05/15	5531020GTBM45TKDF	TONYS ACE HDWE HAZEL PARK MI	68.13
05/16	05/15	5531020GTBM45TKS2	TONYS ACE HDWE HAZEL PARK MI	65.10
05/17	05/16	5531020GSBM47NLZ1	TONYS ACE HDWE HAZEL PARK MI	26.75
05/17	05/16	5531020GSBM47NMRK	TONYS ACE HDWE HAZEL PARK MI	7.21
05/19	05/17	5531020GVBM402GDP	TONYS ACE HDWE HAZEL PARK MI	31.34
05/19	05/17	5531020GVBM402GTV	TONYS ACE HDWE HAZEL PARK MI	15.56
05/21	05/20	5531020GYBM45TKD0	TONYS ACE HDWE HAZEL PARK MI	40.06
05/21	05/20	5531020GYBM45TKD8	TONYS ACE HDWE HAZEL PARK MI	57.50
05/21	05/20	5531020GYBM45TKE1	TONYS ACE HDWE HAZEL PARK MI	4.92
05/21	05/20	5531020GYBM45TLOX	TONYS ACE HDWE HAZEL PARK MI	22.57
05/21	05/20	5531020GYBM45TL48	TONYS ACE HDWE HAZEL PARK MI	52.33
05/21	05/20	5531020GYBM45TL8X	TONYS ACE HDWE HAZEL PARK MI	24.47
05/22	05/21	5531020GZBM47NLRV	TONYS ACE HDWE HAZEL PARK MI	32.04
05/24	05/23	5531020H1BM41ZHVF	TONYS ACE HDWE HAZEL PARK MI	9.49
05/24	05/23	5531020H1BM41ZH62	TONYS ACE HDWE HAZEL PARK MI	58.78
05/30	05/29	5531020H7BM43WJBB	TONYS ACE HDWE HAZEL PARK MI	18.04
05/30	05/29	5531020H7BM43WJNZ	TONYS ACE HDWE HAZEL PARK MI	18.90

TAMMY MCHENRY
 XXXX XXXX XXXX 9812
CREDIT LIMIT \$15,000.00

PURCHASES **CASH ADV** **FEES CHARGED** **CREDITS** **TOTAL ACTIVITY**
 \$9,592.50 \$0.00 \$0.00 \$0.00 \$9,592.50

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/05	05/02	5270487GQWN0FH8EW	WWBW CC WESTLAKE VILL CA	39.95
05/05	05/04	8230509GD000SQZGV	DRAMA TEACHER ACADEMY NEW YORK CITY NY	444.00
05/06	05/06	5543286GF62XTZ9BW	AMAZON.COM*RK2IV8P03 AMZN.COM/BILL WA	34.99
05/06	05/06	5543286GF630LWZBA	AMZN MKTP US*ET7P65CI3 AMZN.COM/BILL WA	183.40
05/07	05/06	0543684GGBLL0L9YR	SAMS CLUB #6659 MADISON HEIGH MI	136.14
05/07	05/06	0534588GF8PLN4H6M	EDDIES PIZZA WARREN MI	89.00
05/08	05/07	8230509GG000LBV9J	E4 DIGITAL MARKETING FERNDAL MI	450.00
05/08	05/08	5543286GH5S8ZWPD1	AMZN MKTP US*273MQ3493 AMZN.COM/BILL WA	74.19
05/09	05/09	5543286GJ5SHSMK36	AMZN MKTP US*U09HK6ZD3 AMZN.COM/BILL WA	105.99
05/09	05/09	5543286GJ5SHYAVT	AMZN MKTP US*R824M25F3 AMZN.COM/BILL WA	38.80
05/10	05/09	8230509GK0001V7WD	AMAZON RET* 112-199368 SEATTLE WA	19.99
05/12	05/11	5543286GL5V32SLG0	AMZN MKTP US*EJ3VO1J03 AMZN.COM/BILL WA	781.00
05/14	05/13	2524780GN02AXKEDY	ALL ABOUT CATERING NEW BALTIMORE MI	640.00
05/14	05/14	5543286GP5VZMBYHZ	AMZN MKTP US*AN4XE3E63 AMZN.COM/BILL WA	123.49
05/15	05/14	5543286GP5W5FPK4X	SQ *DRAMATIC GRAPHICS WARREN MI	536.00
05/15	05/14	0543684GP8PKRH6HZ	KROGER #447 HAZEL PARK MI	57.22
05/15	05/14	0531461GR00BN7DDM	JIMMY JOHNS - 2213 HAZEL PARK MI	202.95
05/15	05/14	8271116GP000DQGQZ	BACK-2-BACK-XPERIENCE DETROIT MI	651.55
05/16	05/14	8518244GR00XSZ2P6	JONES SCHOOL SUPPLY CO COLUMBIA SC	47.02
05/16	05/14	8271579GRS6Q0VE7M	MUSIC THEATRE INTERNAT 212-5414684 NY	31.34
05/16	05/15	5543286GR5WHKZB3R	AMZN MKTP US*1T5Y41P3 AMZN.COM/BILL WA	26.99
05/16	05/15	8271116GR0009QLDF	HOLOCAUST CENTER FARMINGTON HI MI	42.00
05/16	05/16	5543286GT5WKAPSK4	AMZN MKTP US*SQ78W7103 AMZN.COM/BILL WA	28.97
05/17	05/16	5543286GT5WREHKWP	DRAMATISTS PLAY SERV 212-683-8960 NY	1,309.00
05/17	05/16	8271116GT00088WZP	SP SHOP DECA RESTON VA	41.77

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

TAMMY MCHENRY

XXXX XXXX XXXX 9812
CREDIT LIMIT \$15,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/19	05/17	5531020GV2LR0ENET	CHIPOTLE 3603 FERNDALE MI	193.60
05/19	05/17	8271116GS00077291	EVENTADORA* (1 OF 2 PA CANTON MI	100.00
05/19	05/17	8271116GS000775ZW	EVENTADORA* (2 OF 2 PA CANTON MI	100.00
05/19	05/19	5543286GW5XGN3KMR	AMZN MKTP US*NW6D88N13 AMZN.COM/BILL WA	18.75
05/23	05/22	5543286GZ5YFGHG50	SQ *DRAMATIC GRAPHICS WARREN MI	1,214.00
05/23	05/22	7518738GSZ56FF4LD	QUICK MADE TROPHY SALE WARREN MI	285.00
05/23	05/23	5543286H05YKJ686G	AMZN MKTP US*0L39G3QA3 AMZN.COM/BILL WA	49.99
05/24	05/23	5543286H05YTPN311	AMZN MKTP US*RF7405EJ3 AMZN.COM/BILL WA	359.97
05/26	05/23	5548382H1ARNQSWAS	SAMSClub.COM 888-746-7726 AR	279.86
05/26	05/26	5543286H35ZGY441B	AMZN MKTP US*YY5759LU3 AMZN.COM/BILL WA	48.50
05/28	05/28	5543286H5601XKWMB	AMZN MKTP US*2B0DU5VZ3 AMZN.COM/BILL WA	577.21
05/30	05/30	5543286H760KNHXN7	AMAZON.COM*YP6EM6AW3 AMZN.COM/BILL WA	32.50
05/30	05/30	5543286H760KT1XBB	AMAZON.COM*4O3GK5153 AMZN.COM/BILL WA	34.98
05/31	05/30	5543286H860ZL9APG	TST* NEW YORK BAGEL - FERNDALE MI	131.86
05/31	05/30	0543684H78PKV4HPJ	KROGER #447 HAZEL PARK MI	30.53

ACCOUNTS PAYABLE

XXXX XXXX XXXX 0249
CREDIT LIMIT \$250,000.00

PURCHASES \$14,612.82 CASH ADV \$0.00 FEES CHARGED \$0.00 CREDITS \$0.00 TOTAL ACTIVITY \$14,612.82

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/02	05/01	0230537GB00K8HWJL	CEDAR POINT ADMISSIONS SANDUSKY OH	6,918.64
05/03	05/02	5543286GB61XDX918	TMOBILE*AUTO PAY 800-937-8997 WA	2,000.00
05/03	05/02	5550629GBM4QXP4HB	ECOLAB INC SAINT PAUL MN	258.50
05/07	05/06	5543286GF631W3DQE	TMOBILE*AUTO PAY 800-937-8997 WA	342.93
05/09	05/08	2524780GH01QRDWS1	ELKAY SALES INC DOWNERS GROVE IL	684.00
05/14	05/13	5543687GP3SAN90JF	A AND G CENTRAL MUSIC TROY MI	75.00
05/16	05/15	5544641GR5SS2VR8Z	CORRIGAN MOVING SYSTEM FARMINGTON HI MI	308.68
05/16	05/15	5550629GRM4K5ZTKK	ECOLAB INC SAINT PAUL MN	165.00
05/16	05/15	5550629GRM4P1Z2T7	ECOLAB INC SAINT PAUL MN	93.50
05/16	05/15	5550629GRM4QL5XY2	ECOLAB INC SAINT PAUL MN	93.50
05/16	05/15	5550629GRM4TF70BT	ECOLAB INC SAINT PAUL MN	93.50
05/16	05/15	5550629GRM4XLPF17	ECOLAB INC SAINT PAUL MN	132.00
05/16	05/15	5550629GRM4ZW8988	ECOLAB INC SAINT PAUL MN	82.50
05/16	05/15	5550629GRM46QVRAK	ECOLAB INC SAINT PAUL MN	93.50
05/16	05/15	5270824GR2DZ841HK	REPUBLIC SERVICES TRAS PHOENIX AZ	296.73
05/16	05/15	5270824GR2E0AD89M	REPUBLIC SERVICES TRAS PHOENIX AZ	222.00
05/22	05/21	5550629GYM4DNGJJE	ECOLAB INC SAINT PAUL MN	107.80
05/22	05/21	5550629GYM4G7JJBS	ECOLAB INC SAINT PAUL MN	159.50
05/29	05/28	7545084H5LE26E40Y	PROCARE SOFTWARE MEDFORD OR	356.50
05/29	05/28	8514051H5S66HFWRB	CLEAR RATE COMMUNICATI 248-5564500 MI	2,129.04

KENDAL SMITH

XXXX XXXX XXXX 0770
CREDIT LIMIT \$5,000.00

PURCHASES \$280.64 CASH ADV \$0.00 FEES CHARGED \$0.00 CREDITS \$0.00 TOTAL ACTIVITY \$280.64

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/12	05/11	5543286GL5V6LJHN7	AMZN MKTP US*SA36G0V83 AMZN.COM/BILL WA	56.73
05/17	05/16	0531461GS00QX2K62	JETS PIZZA - MI-018 WARREN MI	107.27

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

KENDAL SMITH
 XXXX XXXX XXXX 0770
CREDIT LIMIT \$5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/21	05/21	5543286GY5Y14H5QS	AMZN MKTP US*JP31A2FQ3 AMZN.COM/BILL WA	61.69
05/26	05/26	5543286H35ZJ9TKNX	AMZN MKTP US*I15Z67HE3 AMZN.COM/BILL WA	54.95

ROCHELLE TASSIE
 XXXX XXXX XXXX 9695
CREDIT LIMIT \$5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$108.20	\$0.00	\$0.00	\$0.00	\$108.20

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/20	05/20	5543286GX5XRMFXKP	AMZN MKTP US*R78S331Q3 AMZN.COM/BILL WA	36.23
05/20	05/20	5543286GX5XRM3WMD	AMZN MKTP US*I9J38SK3 AMZN.COM/BILL WA	71.97

BRADLEY WILKINS
 XXXX XXXX XXXX 2278
CREDIT LIMIT \$25,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$25,128.96	\$0.00	\$0.00	\$0.00	\$25,128.96

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/02	05/01	5543286GA61HNGQ4H	AMZN MKTP US*1O70842P3 AMZN.COM/BILL WA	239.98
05/02	05/01	5543286GA61JQ25VJ	GOOGLE *CLOUD VXB NBH 650-253-0000 CA	15.61
05/03	05/01	8535335GBQ5761P42	MSBO 5173272584 MI	60.00
05/03	05/02	5548077GB61GRF08B	VOXTELESYS LLC WAHOO NE	1,770.16
05/05	05/03	5543286GQ628HKA0H	AMZN MKTP US*VL0VS0YD3 AMZN.COM/BILL WA	399.17
05/06	05/06	5543286GF630RWXHE	AMAZON.COM*4J1GD7VI3 AMZN.COM/BILL WA	79.11
05/10	05/09	7541823GJ5S1W60VZ	DRP*ID.MYCOMMERCE.COM MINNETONKA MN	422.94
05/14	05/13	7541823GN5S9V38NA	B&H PHOTO 800-606-6969 NEW YORK NY	1,008.29
05/15	05/13	5265384GP1YY4LJNW	THETVSHIELD 8003312628 FL	729.98
05/21	05/20	5548077GX61GRF02B	VOXTELESYS LLC WAHOO NE	2,620.00
05/21	05/20	5554750GX5V546GA4	IPRINT TECHNOLOGIES LARKSPUR CA	339.20
05/21	05/20	8230509GX000AYS1T	SCREENCASTIFY UNLIMITE CHICAGO IL	525.00
05/22	05/21	5548077GZBM84LE7K	PROCAM RENTALS LIVONIA MI	585.00
05/23	05/22	5543286GZ5YF6BMJK	AMZN MKTP US*NH76Y0923 AMZN.COM/BILL WA	1,406.52
05/23	05/22	5548077H0BM7W1T4S	PROCAM RENTALS LIVONIA MI	3,400.00
05/24	05/23	5543286H05YV7GQAM	AMZN MKTP US*J160092Q3 AMZN.COM/BILL WA	583.64
05/26	05/23	7550038H10LR96B6S	CMS COMMUNICATIONS INC 636-5302619 MO	4,773.80
05/26	05/25	5543286H25Z8K4SXX	AMZN MKTP US*KY32J3V33 AMZN.COM/BILL WA	59.97
05/28	05/27	5543286H45ZZ1XD61	AMZN MKTP US*QI2WK66L3 AMZN.COM/BILL WA	145.00
05/29	05/28	0541019H5ELFB18G9	BESTBUYCOM806939514937 888BESTBUY MN	3,349.00
05/29	05/28	5543286H5605RS91B	AMZN MKTP US*LV3SF0PF3 AMZN.COM/BILL WA	1,558.48
05/29	05/29	5543286H660QZ7E6D	AMZN MKTP US*P06UN9ED3 AMZN.COM/BILL WA	160.03
05/30	05/29	5543286H660FLTAFR	AMZN MKTP US*NJ15C87R3 AMZN.COM/BILL WA	319.96
05/30	05/30	5543286H760KLY42Q	AMAZON.COM*3L1PD4UD3 AMZN.COM/BILL WA	578.12

JASON ZIRNIS
 XXXX XXXX XXXX 4388
CREDIT LIMIT \$100,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$924.25	\$0.00	\$0.00	\$0.00	\$924.25

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/05	05/03	5270715GD09FWYDJK	THE HOME DEPOT #2733 FORT GRATIOT MI	85.83
05/05	05/03	5270715GD09FWYDK5	THE HOME DEPOT #2733 FORT GRATIOT MI	8.42
05/19	05/16	8535335GSQ6JQ3292	MSBO 5173272584 MI	830.00

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

CHARLES PLEINESS					
XXXX XXXX XXXX 4166	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05/01	04/30	8264431G9000DMFFA	PUBLUU OPOLE DU	120.00	

GINA BREW					
XXXX XXXX XXXX 8853	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$20,000.00	\$1,350.42	\$0.00	\$0.00	\$0.00	\$1,350.42
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05/12	05/10	5546315GLBLJL2T6G	OHIO TURNPIKE PLAZA BEREA OH	6.25	
05/15	05/14	7545491GPS66JNWB	SULLIVANS FLEET SERVIC HAZEL PARK MI	488.25	
05/15	05/14	0230537GP8PMDHRX	POMPS TIRE 221 WARREN MI	181.90	
05/19	05/17	7545491GSS66JX08Y	SULLIVANS FLEET SERVIC HAZEL PARK MI	647.77	
05/21	05/20	5546315GYBLJL2T6E	OHIO TURNPIKE PLAZA BEREA OH	6.25	
05/21	05/20	5546315GYBLJL2T6Y	OHIO TURNPIKE PLAZA BEREA OH	7.50	
05/21	05/20	5546315GYBMDXM4V4	OHIO TURNPIKE PLAZA BEREA OH	6.25	
05/21	05/20	5546315GYBMDXM4W6	OHIO TURNPIKE PLAZA BEREA OH	6.25	

THOMAS OESTRIKE					
XXXX XXXX XXXX 3014	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$10,000.00	\$36.36	\$0.00	\$0.00	\$0.00	\$36.36
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05/06	05/06	8230509GF0009G3TG	NFHSNETWORK* 0474877667 ATLANTA GA	11.99	
05/13	05/12	5542950GMLWMD715P	ADOBE *ADOBE 4085366000 CA	24.37	

LINDA YATES					
XXXX XXXX XXXX 0268	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$10,000.00	\$7,014.24	\$0.00	\$0.00	\$50.00 CR	\$6,964.24
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05/02	05/01	0541019GA326QXJ7N	STAPLES INC STAPLES.COM MA	79.47	
05/02	05/01	0541019GA326QXJ7Y	STAPLES INC STAPLES.COM MA	52.98	
05/03	05/02	2524770GQ14TW3KBH	IMAGINE LEARNING LLC SCOTTSDALE AZ	198.00	
05/03	05/02	1527021GB012KYPT0	FOOT LOCKER 8009916815 NY	63.60	
05/05	05/03	2524780GQ00H TH42H	EMU WEB PURCHASE YPSILANTI MI	995.00	
05/07	05/06	2524780GF0137BF0M	EMU WEB PURCHASE YPSILANTI MI	995.00	
05/08	05/06	8271116GG000APVF3	OAKLAND SCHOOLS WATERFORD MI CREDIT	25.00 CR	
05/08	05/06	8271116GG000ARV5J	OAKLAND SCHOOLS WATERFORD MI CREDIT	25.00 CR	
05/09	05/08	5543687GJ3GZ4AMRY	N C T M RESTON VA	355.00	
05/10	05/09	5543687GK3GZERMDP	NATL CCL TEACHERS OF M RESTON VA	157.00	
05/10	05/09	5270487GJ8AYV0XL5	MACOMB INTRMDT SCH DIS CLINTON TOWNS MI	75.00	
05/22	05/21	8271116GY00064HVD	SP ROBOLINK SAN DIEGO CA	1,160.90	
05/23	05/23	5554650H02ML1RLVM	WILLIAM H SADLIER NEW YORK NY	1,737.29	
05/31	05/30	2524780H705DBNH01	EMU WEB PURCHASE YPSILANTI MI	395.00	
05/31	05/30	8230509H7000LAB0Z	NOVI APSI* NOVI APSI 2 BIRMINGHAM MI	750.00	

CARLA BEACH					
XXXX XXXX XXXX 1145	PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$15,000.00	\$10,754.80	\$0.00	\$0.00	\$0.00	\$10,754.80
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05/03	05/02	5548872GBHGV1MVGJ	DETROIT TIGERS DETROIT MI	3,600.00	

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

CARLA BEACH
 XXXX XXXX XXXX 1145
CREDIT LIMIT \$15,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/14	05/14	5543286GP5W284R0W	AMZN MKTP US*XL3SX9EM3 AMZN.COM/BILL WA	54.98
05/15	05/14	0230537GR00J263YR	CEDAR POINT ADMISSIONS SANDUSKY OH	6,775.38
05/16	05/15	8271116GR000799PW	OAKLAND SCHOOLS WATERFORD MI	20.00
05/19	05/18	5543286GV5XE52SWN	AMZN MKTP US*8J2CY4I73 AMZN.COM/BILL WA	155.72
05/21	05/20	0230537GY00KESB3G	CEDAR POINT ADMISSIONS SANDUSKY OH	30.00
05/22	05/21	0230537GZHEW1QBWT	CEDAR POINT ONLINE 419-6272350 OH	118.72

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$599.56	\$0.00	\$0.00	\$0.00	\$599.56

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/26	05/24	1527021H10111V0F6	LEGOLAND DISCOVERY CEN 1202666900 MI	370.00
05/26	05/24	0230537H200LP0DAH	BJS WHOLESALE #383 MADISON HEIGH MI	229.56

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$2,470.45	\$0.00	\$0.00	\$0.00	\$2,470.45

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/01	05/01	5543286GA61QSPV6H	AMZN MKTP US*ZE5DK8KU3 AMZN.COM/BILL WA	14.71
05/03	05/02	5548382GQ2LR4GH4N	SAMSClub #6659 MADISON HEIGH MI	151.28
05/05	05/05	5543286GE62MPHABG	AMZN MKTP US*LH05A9LW3 AMZN.COM/BILL WA	27.50
05/05	05/05	5543286GE62N9Z11A	AMZN MKTP US*1F6KT7WJ3 AMZN.COM/BILL WA	450.71
05/06	05/05	0541019GF326DRKGL	STAPLES 00103606 CLAWSON MI	16.49
05/06	05/06	5543286GF62XZ42JR	AMZN MKTP US*XQ4M10MD3 AMZN.COM/BILL WA	57.22
05/08	05/07	5542950GGMZQV224	ADOBE *ADOBE 4085366000 CA	105.99
05/10	05/08	0543684GJ5A76VRX	GFS STORE #1907 ROYAL OAK MI	13.99
05/10	05/09	5554750GJ619GXAHV	MFASCO HEALTH & SAFETY ROSEVILLE MI	587.14
05/12	05/09	5548382GKARYZ9BJ2	SAMSClub.COM 888-746-7726 AR	244.18
05/14	05/13	5543286GN5VSEFA1G	AMZN MKTP US*UW1BQ3K83 AMZN.COM/BILL WA	39.90
05/15	05/14	5543286GP5W6Q6ZBT	AMZN MKTP US*A10EJ6I3 AMZN.COM/BILL WA	194.36
05/16	05/15	0543684GR8PL1T4EL	KROGER #743 ROYAL OAK MI	8.99
05/16	05/15	0230537GT00KLA9JT	BJS.COM #5490 WESTBOROUGH MA	26.98
05/16	05/15	0230537GT00KLA9MQ	BJS WHOLESALE #383 MADISON HEIGH MI	17.98
05/17	05/15	5548382GTAT7ZS3AS	SAMSClub.COM 888-746-7726 AR	31.96
05/17	05/16	0531461GT8PLQ7VMH	JETS PIZZA - MI-014 MADISON HEIGH MI	300.07
05/20	05/20	5543286GX5XS41VLZ	AMZN MKTP US*4M6X23JV3 AMZN.COM/BILL WA	76.52
05/24	05/23	5548382H12LR5V5G3	SAMSClub #6659 MADISON HEIGH MI	13.66
05/29	05/28	5543286H5606QTX8V	AMZN MKTP US*1L3Z92L53 AMZN.COM/BILL WA	90.82

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$900.00	\$0.00	\$0.00	\$75.00 CR	\$825.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/02	05/01	0534588GA8PMS7JSA	A 1 FINGERPRINT OAK PARK MI	75.00
05/02	05/01	0534588GA8PMS7JWX	A 1 FINGERPRINT OAK PARK MI	75.00
05/02	05/01	0534588GA8PMS7JZ6	A 1 FINGERPRINT OAK PARK MI	75.00
05/03	05/02	0534588GB8PM15QQ6	A 1 FINGERPRINT OAK PARK MI	75.00

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

KRISTY CALES

XXXX XXXX XXXX 1852
CREDIT LIMIT \$5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/05	05/03	0534588GQ8PML69EB	A 1 FINGERPRINT OAK PARK MI	75.00
05/07	05/06	0534588GF8PLN4H1T	A 1 FINGERPRINT OAK PARK MI	75.00
05/07	05/06	0534588GF8PLN4H4Q	A 1 FINGERPRINT OAK PARK MI	75.00
05/15	05/14	0534588GP8PLNAW7H	A 1 FINGERPRINT OAK PARK MI	75.00
05/17	05/16	0534588GT8PLTWT28	A 1 FINGERPRINT OAK PARK MI	75.00
05/19	05/16	0534588GT8R5PFR2T	A 1 FINGERPRINT OAK PARK MI CREDIT	75.00 CR
05/21	05/20	0534588GX8PLL925G	A 1 FINGERPRINT OAK PARK MI	75.00
05/21	05/20	0534588GX8PLL9283	A 1 FINGERPRINT OAK PARK MI	75.00
05/24	05/23	0534588H08PLZMET0	A 1 FINGERPRINT OAK PARK MI	75.00

KRISTINA HERRON

XXXX XXXX XXXX 2144
CREDIT LIMIT \$10,000.00

PURCHASES \$208.18 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$208.18

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/21	05/20	0543684GX8PKR1685	KROGER #447 HAZEL PARK MI	52.95
05/21	05/20	0543684GY00Q00T3M	DOLLAR TREE HAZEL PARK MI	65.23
05/21	05/20	8230509GX000G8LX8	MIHSSCA EAST LANSING MI	90.00

DANIEL WROBBEL

XXXX XXXX XXXX 7356
CREDIT LIMIT \$20,000.00

PURCHASES \$2,020.22 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$2,020.22

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/01	04/30	5543687GA3S6S8AE0	G2GCHARGE COM SERVICE PONTIAC MI	13.75
05/01	04/30	5543687GA3S6V329K	OAKLAND COUNTY MI PONTIAC MI	402.00
05/12	05/10	5531020GLBM45TLD9	TONYS ACE HDWE HAZEL PARK MI	68.25
05/15	05/14	5543286GP5W4RX947	SQ *SQUARE HARDWARE GOSQ.COM MI	1,163.88
05/19	05/18	5531020GWBMA41ZHDD	TONYS ACE HDWE HAZEL PARK MI	83.72
05/20	05/18	0543684GW5S94Q8NH	GFS STORE #0178 WARREN MI	93.03
05/21	05/21	5543286GY5Y1X0PS2	MEIJER 268 *PRODESC 877-363-4537 MI	146.88
05/23	05/21	0543684GZ5SAA61X1	GFS STORE #0178 WARREN MI	48.71

KEVIN D KNOBLOCK

XXXX XXXX XXXX 5663
CREDIT LIMIT \$5,000.00

PURCHASES \$1,123.40 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$1,123.40

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/09	05/08	5543687GJ4QXBP1WR	HAMPTON INNS SAVANNAH GA CHECK IN:05/04/2024 NUMBER OF NIGHTS: CHECK OUT:05/08/2024 DAILY RATE: 0.00	1,123.40

JULIA KENNEDY

XXXX XXXX XXXX 3617
CREDIT LIMIT \$5,000.00

PURCHASES \$232.40 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$232.40

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/06	05/05	5543286GE62WVAXXB	AMZN MKTP US*S443E7HW3 AMZN.COM/BILL WA	33.42
05/08	05/07	5543286GG63ETMSYL	SQ *CARI EBERT SEMINAR GOSQ.COM MO	38.98
05/15	05/14	8271116GP000A77S2	OAKLAND SCHOOLS WATERFORD MI	20.00

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

JULIA KENNEDY

XXXX XXXX XXXX 3617
CREDIT LIMIT \$5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/15	05/14	8271116GP0009VJBZ	OAKLAND SCHOOLS WATERFORD MI	20.00
05/15	05/14	8271116GP0009Y6F8	OAKLAND SCHOOLS WATERFORD MI	20.00
05/15	05/14	8271116GP0009Z3YJ	OAKLAND SCHOOLS WATERFORD MI	20.00
05/16	05/15	8271116GR00095LFB	OAKLAND SCHOOLS WATERFORD MI	20.00
05/16	05/15	8271116GR00095104	OAKLAND SCHOOLS WATERFORD MI	20.00
05/16	05/15	8271116GR00096VHP	OAKLAND SCHOOLS WATERFORD MI	20.00
05/17	05/16	8271116GT000BQYHE	OAKLAND SCHOOLS WATERFORD MI	20.00

RYANN VOSS

XXXX XXXX XXXX 5452
CREDIT LIMIT \$25,000.00

PURCHASES \$22,786.68 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$436.89 CR **TOTAL ACTIVITY** \$22,349.79

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/01	04/30	5543687G97WJS4MG8	ALLSTATE SIGN AND PLAQ DEER PARK NY	1,267.95
05/02	04/30	5548382GAATER1EX9	SAMSClub.COM 888-746-7726 AR	39.21
05/02	05/01	5543286GA61GJ9QM	SQ *ALLSTAR CREATIONZ GOSQ.COM MI	525.00
05/02	05/01	5543286GA61LA2BE3	AMZN MKTP US*091200BI3 AMZN.COM/BILL WA	130.54
05/05	05/03	5543286GQ627TKSJJ	SQ *ALLSTAR CREATIONZ GOSQ.COM MI	125.00
05/05	05/03	0531461GDEHXWK5NS	JIMMY JOHNS - 2213 - E HAZEL PARK MI	154.67
05/05	05/04	5543286GD62D3LVJ6	AMZN MKTP US*EB1TH2RL3 AMZN.COM/BILL WA	26.58
05/05	05/04	5543286GD62JSPQYW	AMERICAN RED CROSS 800-733-2767 DC	571.21
05/06	05/05	5543286GE62S82LX4	SQ *ALLSTAR CREATIONZ GOSQ.COM MI	300.00
05/06	05/05	8230509GF000471FL	AMAZON MARKE* SOFTBALL SEATTLE WA	28.78
05/08	05/06	5548382GGARS7AM1K	SAMSClub.COM 888-746-7726 AR	38.34
05/09	05/07	0230537GH2X77GJ70	OFFICE DEPOT #1170 WEST CHESTER OH	207.72
05/09	05/07	0230537GH2X77GJ9K	OFFICEMAX/OFFICEDEPT#6 COLUMBUS OH	103.86
05/09	05/08	8271116GH000Q7JZ9	MAIDSINAMINUTE INDEPENDENCE MI	177.00
05/09	05/08	8271116GH000Q7LWM	MAIDSINAMINUTE INDEPENDENCE MI	129.00
05/09	05/08	8271116GH000Q7MK2	MAIDSINAMINUTE INDEPENDENCE MI	129.00
05/09	05/08	8271116GH000Q7T3Z	MAIDSINAMINUTE INDEPENDENCE MI	129.00
05/09	05/08	8271116GH000Q7Z74	MAIDSINAMINUTE INDEPENDENCE MI	129.00
05/10	05/09	8271116GJ000F9BML	MAIDSINAMINUTE INDEPENDENCE MI	129.00
05/12	05/11	5543286GL5VA2NH2G	SQ *RAINBOW DRAPERY & FERNDAL MI	3,078.00
05/13	05/12	5542950GMLRYQ85PS	DD DOORDASH LOTUSPOND 8559731040 CA	36.71
05/13	05/12	8230509GM000D9P5H	DD *DOORDASHDASHPASS SAN FRANCISCO CA	9.99
05/14	05/13	5543687GN4ZJK6ZG8	ALLSTATE SIGN AND PLAQ DEER PARK NY	183.45
05/16	05/15	5543286GR5WE0NEVW	SQ *ALLSTAR CREATIONZ GOSQ.COM MI	175.00
05/16	05/16	5543286GT5WJANLQJ	AMZN MKTP US*F844Y7HQ3 AMZN.COM/BILL WA	59.95
05/16	05/16	5543286GT5WJPNX5	QDOBA MEXICAN EATS #24 858-571-2615 CA	102.71
05/16	05/16	5543286GT5WLB9Z89	AMZN MKTP US*Y85Q37KP3 AMZN.COM/BILL WA	739.69
05/17	05/16	5542135GTJ82AM0JL	JJ FIELD BASEBAL USPBL UTICA MI	1,480.10
05/17	05/16	0531461GS00QX2JRY	JETS PIZZA - MI-018 WARREN MI	257.45
05/17	05/16	8230509GT000KZEZ6	AMAZON RETAI* SOFTBALL SEATTLE WA	69.99
05/17	05/16	7230733GTS66E28K9	US COACHWAYS 800-3595991 NY	3,875.19
05/19	05/17	5543286GS5X0DTRWB	SQ *ALLSTAR CREATIONZ GOSQ.COM MI	100.00
05/19	05/17	5543286GS5X1XB0AS	SQ *HAZEL PARK SCHOOLS FERNDAL MI	1.00
05/19	05/17	5543286GS5X3N8E0T	AMERICAN RED CROSS 800-733-2767 DC	30.84
05/20	05/17	5548382GWATBB8RMG	SAMSClub.COM 888-746-7726 AR	167.11

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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
05/21	05/20	5543286GX5XZZ2F5N	AMZN MKTP US*JL1QG4EI3 AMZN.COM/BILL WA	86.11
05/21	05/20	0543684GY00Q00XKT	FAMILY DOLLAR HAZEL PARK MI	9.54
05/22	05/21	5543286GY5Y6QTMQY	AMAZON.COM*G58EO0H43 AMZN.COM/BILL WA	446.86
05/24	05/22	8230509H0000M2L4R	AMAZON RETAIL* RVOSS SEATTLE WA CREDIT	436.89 CR
05/26	05/24	5542950H1LYGY7SL1	ELITE SPORTSWEAR 8003454087 PA	2,898.68
05/26	05/24	5543286H15Z3G5BDS	SQ *DRAMATIC GRAPHICS GOSQ.COM MI	1,326.00
05/27	05/24	8535335H3Q7P4JPP5	PAYPAL *D ZONE 4029357733 CA	325.00
05/29	05/28	5543286H5605Y4DHL	SQ *DRAMATIC GRAPHICS GOSQ.COM MI	584.00
05/30	05/29	5543286H660F599E2	SQ *ALLSTAR CREATIONZ GOSQ.COM MI	425.00
05/30	05/29	5543286H660F710ZH	SQ *ALLSTAR CREATIONZ GOSQ.COM MI	75.00
05/30	05/29	5543286H660G3PKQN	AMZN MKTP US*RA82798E3 AMZN.COM/BILL WA	71.53
05/30	05/29	5543286H660HA1Q1H	SQ *DETROIT POLICE ATH GOSQ.COM MI	670.00
05/30	05/29	5543286H660H6E30Z	AMZN MKTP US*ZI6LO20U3 AMZN.COM/BILL WA	169.27
05/30	05/29	5543687H67WVEQWPF	HASTY AWARDS INC OTTAWA KS	330.75
05/30	05/30	5543286H760M0PBR0	AMZN MKTP US*FA1Z18JT3 AMZN.COM/BILL WA	447.15
05/31	05/30	5543286H760T001HB	SQ *ALLSTAR CREATIONZ GOSQ.COM MI	30.00
05/31	05/30	8264431H7000ES9LM	QUICKLUTION MELLIEA ME	183.75

JR VIKINGS

XXXX XXXX XXXX 1499
CREDIT LIMIT \$7,500.00

PURCHASES \$1,363.18 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$1,363.18

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05/03	05/02	7541823GB5TJEJTEP	NUWAYCOMBAT WILMINGTON MA	464.62
05/19	05/18	0541601GV43AAXN2A	SAMSLUB #6659 MADISON HEIGH MI	374.90
05/20	05/19	5543286GW5XLE2QAN	TIM HORTONS #911247 HAZEL PARK MI	110.66
05/22	05/21	7541823GY5SV0M0AH	NUWAYCOMBAT WILMINGTON MA	206.50
05/22	05/21	7541823GY5SV0N6HL	NUWAYCOMBAT WILMINGTON MA	206.50



Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CORPORATE ACCOUNT SUMMARY

Previous balance	\$126,944.82	Statement date	06/30/24
Payments	126,944.82	Number of days in billing cycle	30
Credits	5,994.54	Credit limit	500,000.00
Purchases and other debits	93,604.99	Available credit	405,177.00
Cash advances	0.00	Cash limit	0.00
Fees charged	0.00	Available cash	0.00
FINANCE CHARGES	0.00		
New balance	\$87,610.45	Payment due date	07/22/24
		Amount due	\$87,610.45

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 \$438 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 \$87,610.45 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				\$126,944.82 CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/20	06/20	F128600HW00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	\$126,944.82 CR

5548 YNH 001 7 31 240630 0 PAGE 1 of 12 1 0 1286 1000 T007 01AK5548

Please detach bottom portion and submit with payment using enclosed envelope

Account Number XXXX XXXX XXXX 5846
Payment Due Date July 22, 2024
Total Amount Due \$87,610.45
 You are set up with Automatic Payment in the amount of \$87,610.45



HUNTINGTON NATIONAL BANK
 PO BOX 2360
 OMAHA NE 68103-2360

Amount Enclosed

Make Check Payable to:

\$

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

HUNTINGTON NATIONAL BANK
 PO BOX 182387
 COLUMBUS OH 43218-2387



309 15810556329000043307308761045087610454

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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		\$1,004.07	\$0.00	\$0.00	\$1,340.40 CR	\$336.33 CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06/18	06/17	8271116HT000833J6	OAKLAND SCHOOLS WATERFORD MI	150.00		
06/18	06/18	5543286HS5WZV902A	PANERA BREAD #600694 O 248-616-0116 MI	473.99		
06/19	06/18	7270160HSS66GDM86	SOUTHSIDE GRILL WARREN MI	129.80		
06/23	06/13	5543687HX7KN35655	HILTON INTERNATIONALS WASHINGTON CREDIT CHECK IN:06/13/2024 NUMBER OF NIGHTS: CHECK OUT:06/13/2024 DAILY RATE: 0.00	335.10 CR		
06/23	06/21	5541734HY4NLEGQLM	TLF*JJS FLORIST WARREN MI	86.92		
06/23	06/22	5543286HY5Y72X13R	PANERA BREAD #600694 O 248-616-0116 MI	76.45		
06/27	06/26	5541734J34NMYGQFX	TLF*JJS FLORIST WARREN MI	86.91		
06/28	06/19	5543687J34ZXRHSDN	HILTON INTERNATIONALS WASHINGTON CREDIT CHECK IN:06/19/2024 NUMBER OF NIGHTS: CHECK OUT:06/19/2024 DAILY RATE: 0.00	335.10 CR		
06/28	06/19	5543687J34ZXRHSYD	HILTON INTERNATIONALS WASHINGTON CREDIT CHECK IN:06/19/2024 NUMBER OF NIGHTS: CHECK OUT:06/19/2024 DAILY RATE: 0.00	335.10 CR		
06/28	06/19	5543687J34ZXRHMMM	HILTON INTERNATIONALS WASHINGTON CREDIT CHECK IN:06/19/2024 NUMBER OF NIGHTS: CHECK OUT:06/19/2024 DAILY RATE: 0.00	335.10 CR		

DEBRA DIMAS						
XXXX XXXX XXXX 8828		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$1,098.03	\$0.00	\$0.00	\$0.00	\$1,098.03
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06/05	06/03	5550629HQTQYRA722	STONY CREEK METROPARK BRIGHTON MI	175.00		
06/05	06/04	0534588HQ8PLP6BTH	EDDIES PIZZA WARREN MI	48.00		
06/06	06/05	0541601HD43AA18GP	SAMSLUB #6659 MADISON HEIGH MI	97.20		
06/06	06/05	5543286HD62L0WWAR	MEIJER # 222 MADISON HGTS MI	125.83		
06/14	06/13	5543286HM5VNV7GW	SQ *LYNN'S ICE CREAM T GOSQ.COM MI	652.00		

KARLA GRAESSLEY						
XXXX XXXX XXXX 2857		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$4,856.71	\$0.00	\$0.00	\$0.00	\$4,856.71
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06/02	05/30	8550499H8S66LHR0L	DOUBLETREE F & B ATLAN ATLANTA GA	68.55		
06/02	05/31	7550499H9S66HQMYJ	DOUBLETREE ATLANTA ATLANTA GA CHECK IN:05/28/2024 NUMBER OF NIGHTS:0000 CHECK OUT:05/31/2024 DAILY RATE: 0.00	1,127.89		
06/02	05/31	8211755H80004XHGG	UBER TRIP* TRIP SAN FRANCISCO CA	50.74		
06/03	06/02	0541019HA2LR7ER3B	TARGET 00012856 YPSILANTI MI	63.57		
06/05	06/04	5543286HQ62BXER76	AMZN MKTP US*YF2ZC9623 AMZN.COM/BILL WA	980.40		
06/05	06/04	5543286HQ6295Z0ZV	AMZN MKTP US*GY3P77BY3 AMZN.COM/BILL WA	254.38		
06/06	06/04	8519116HD8S66QMSEZ	STERLING GYMNASTICS AC 586-5539481 MI	120.00		

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

KARLA GRAESSLEY
 XXXX XXXX XXXX 2857
 CREDIT LIMIT \$5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/07	06/06	0541019HE2LR7NSKN	TARGET 00008193 CLINTON TOWNS MI	171.53
06/12	06/11	0543684HK8PKSYJP7	KROGER #447 HAZEL PARK MI	74.01
06/12	06/11	8211755HK006RRSX	US SPORTS CAMPS SAN RAFAEL CA	245.00
06/19	06/19	5543286HV5X98EVGX	AMAZON.COM*5Z7UE3993 AMZN.COM/BILL WA	36.52
06/21	06/20	5543286HW5XTR5RYL	LOWES #02312* MADISON HEIGH MI	352.28
06/23	06/21	5543286HX5Y24Q1SR	LOWES #00907* 866-483-7521 NC	555.48
06/23	06/22	5543286HY5Y9604Q8	LOWES #00907* 866-483-7521 NC	177.74
06/25	06/24	5543286J05YRZV2P	LOWES #02312* MADISON HEIGH MI	122.28
06/26	06/24	5270715J109FZBE7T	THE HOME DEPOT #2731 MADISON HEIGH MI	155.47
06/27	06/25	8519116J2S66EL0S2	STERLING GYMNASTICS AC 586-5539481 MI	120.00
06/27	06/27	5543286J35ZMHLAP5	AMAZON MKTPL*RC7HO4NS2 AMZN.COM/BILL WA	95.39
06/28	06/26	5270715J309FY9ZP3	THE HOME DEPOT #2731 MADISON HEIGH MI	85.48

TECHNOLOGY HP
 XXXX XXXX XXXX 8518
 CREDIT LIMIT \$5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$3,220.05	\$0.00	\$0.00	\$0.00	\$3,220.05

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	05/31	8264431H8000HA5BM	QUICKLUTION MELLIEA ME	183.75
06/02	05/31	8271116H8000F07NV	TELESTREAM LLC NEVADA CITY CA	845.88
06/02	06/01	5543286H96183HSR1	APPLE.COM/US 800-676-2775 CA	99.00
06/02	06/01	5543286H96183HSTK	APPLE.COM/US 800-676-2775 CA	487.63
06/26	06/25	5542950J202XPFZPJ	DOCUSIGN SEATTLE WA	1,404.00
06/26	06/25	8538390J1000DZRYA	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
\$693.20	\$0.00	\$0.00	\$0.00	\$693.20

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	05/31	8545491H8S66FTSLR	FIVE IRON GOLF - DETRO 315-6134653 MI	127.20
06/02	05/31	5543286H8613TJ0SQ	SQ *KONA ICE OF BERKLE GOSQ.COM MI	440.00
06/05	06/03	5550629HQTQZB8364	P28 RDG OAKLAND CO. PA MADISON HEIGH MI	126.00

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$989.29	\$0.00	\$0.00	\$0.00	\$989.29

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/04	06/03	0514048HBLTY5XWTM	MCDONALD'S F13640 HAZEL PARK MI	1.79
06/05	06/04	5543286HQ62Q6SKL2	SQ *KONA ICE OF BERKLE FERNDAL MI	111.00
06/05	06/04	5543286HQ62Q8ADAG	SQ *KONA ICE OF BERKLE FERNDAL MI	12.00
06/05	06/04	0543684HDEHSDY324	LITTLE CAESARS #174 FERNDAL MI	9.98
06/05	06/04	0543684HQ8PKRNP5	KROGER #743 ROYAL OAK MI	77.23
06/05	06/04	1230202HQ01QJ8Q6T	MCDONALDS 13640 HAZEL PARK MI	19.64
06/07	06/06	0531461HF00DFN8QH	JIMMY JOHNS - 2519 - M FERNDAL MI	101.59
06/11	06/10	5543286HJ5SVJMARF	AMAZON.COM*2F1MX7WE3 AMZN.COM/BILL WA	89.39
06/11	06/10	0543684HJ8PKK2SHW	KROGER #737 SHELBY TOWNSH MI	99.12
06/11	06/11	5543286HK5SYP83V2	AMZN MKTP US*0T4MU2FQ3 AMZN.COM/BILL WA	20.99
06/12	06/10	5270715HK09FZAGRJ	THE HOME DEPOT #2758 SHELBY TOWNSH MI	15.86

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

CORRI NASTASI

XXXX XXXX XXXX 6896
CREDIT LIMIT \$5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/12	06/11	5543286HK5V1VWR2P	AMZN MKTP US*KG6DU3Z73 AMZN.COM/BILL WA	34.98
06/13	06/11	0230537HL2X7TM5D5	OFFICEMAX/OFFICEDEPT#6 COLUMBUS OH	46.36
06/13	06/11	5270715HL09FZHGH9	THE HOME DEPOT #2758 SHELBY TOWNSH MI	76.87
06/13	06/12	5531020HL2DZ5M2GN	AMAZON.COM*GZ03O5N13 SEATTLE WA	46.24
06/14	06/12	5270715HM09FY9EBP	THE HOME DEPOT #2731 MADISON HEIGH MI	41.98
06/14	06/13	5543286HM5VL15GV9	AMZN MKTP US*S78DU9V83 AMZN.COM/BILL WA	23.99
06/20	06/20	5543286HW5XJ8HQJQ	AMAZON.COM*SX63Y5ST3 AMZN.COM/BILL WA	5.78
06/26	06/25	5546315J10180VATG	JOANN STORES #1927 SHELBY TOWNSH MI	94.78
06/27	06/26	5546315J201QTEKXA	JOANN STORES #1940 ROSEVILLE MI	31.30
06/28	06/27	0543684J4BLL1V3X7	WM SUPERCENTER #3487 SHELBY TOWNSH MI	28.42

SHEILA OKANE

XXXX XXXX XXXX 1086
CREDIT LIMIT \$5,000.00

PURCHASES \$727.84 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$121.14 CR **TOTAL ACTIVITY** \$606.70

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/04	06/04	5543286HQ625HJKW9	AMZN MKTP US*Z38X62LE3 AMZN.COM/BILL WA	383.31
06/04	06/04	5543286HQ62753NHQ	AMZN MKTP US*2A1S085X3 AMZN.COM/BILL WA	180.41
06/05	06/04	0543684HQ8PKRNWFZ	KROGER #447 HAZEL PARK MI	31.98
06/05	06/05	5543286HD62EJ0AEA	AMZN MKTP US*Q80I8A73 AMZN.COM/BILL WA	121.14
06/10	06/09	5543286HH5SGT2GL2	AMZN MKTP US AMZN.COM/BILL WA CREDIT	121.14 CR
06/16	06/14	8230509HN000KMJ16	LIBIB.COM COVINA CA	11.00

GREG RICHARDSON

XXXX XXXX XXXX 2959
CREDIT LIMIT \$20,000.00

PURCHASES \$2,055.36 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$2,055.36

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	05/31	6518742H90001F6XA	KIMBERLY FENCE & SUPPL WARREN MI	78.00
06/04	06/03	5531020HQBM43WJ95	TONYS ACE HDWE HAZEL PARK MI	22.79
06/05	06/04	5531020HDBM45TKEB	TONYS ACE HDWE HAZEL PARK MI	23.74
06/07	06/06	5531020HF01J4WE1D	TONYS ACE HDWE HAZEL PARK MI	78.79
06/09	06/07	5531020HG01M7HJHX	TONYS ACE HDWE HAZEL PARK MI	13.28
06/11	06/10	5531020HK01YX9PA7	TONYS ACE HDWE HAZEL PARK MI	22.75
06/11	06/10	5531020HK01YX9PDS	TONYS ACE HDWE HAZEL PARK MI	62.66
06/11	06/10	5531020HK01YX9PTY	TONYS ACE HDWE HAZEL PARK MI	27.86
06/11	06/10	0531461HKEHVX1SD	GALCO- MOTO MADISON HEIGH MI	169.23
06/12	06/11	5531020HL024Y37PL	TONYS ACE HDWE HAZEL PARK MI	29.96
06/12	06/11	5531020HL024Y37VE	TONYS ACE HDWE HAZEL PARK MI	23.73
06/13	06/12	5531020HM02AVXQ80	TONYS ACE HDWE HAZEL PARK MI	36.43
06/13	06/12	0531461HMEHW4T0ML	GALCO- MOTO MADISON HEIGH MI	91.40
06/16	06/14	5531020HP02TSL5Y2	TONYS ACE HDWE HAZEL PARK MI	37.04
06/19	06/18	5531020HV03VDR4D5	TONYS ACE HDWE HAZEL PARK MI	31.50
06/21	06/20	5531020HX04GYDNMY	TONYS ACE HDWE HAZEL PARK MI	8.54
06/21	06/20	0230537HXEHZ7NHRW	U-HAUL MOVING & STORAG WARREN MI	131.16
RENTER'S NAME:marioagueros RENTAL AGREEMENT:86746956 RENT DATE:06/20/2024 # OF DAYS: DAY RATE : 0.00				304

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

GREG RICHARDSON
 XXXX XXXX XXXX 2959
CREDIT LIMIT \$20,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
			RETURN DATE:06/20/2024 RETURN TO:WARREN MI PHONE: 8007893638	
06/23	06/21	5531020HY05042SF6	TONYS ACE HDWE HAZEL PARK MI	383.72
06/24	06/23	0230537J0EHYM8L0X	U-HAUL MOVING & STORAG WARREN MI RENTER'S NAME:marioagueros RENTAL AGREEMENT:87204084 RENT DATE:06/23/2024 # OF DAYS: DAY RATE : 0.00 RETURN DATE:06/23/2024 RETURN TO:WARREN MI PHONE: 8007893638	139.70
06/24	06/23	5563995J000Q48KTA	EXXON HAOMA INC MADISON HEIGH MI QUANTITY: 7.14 UNIT OF MEASURE:GAL FUEL SALE AM: 25.00 FUEL UNIT AM: 3.499 ODO:	25.00
06/25	06/24	5530959J003GBFL8S	HASTINGS AUTO 0118608 HAZEL PARK MI	35.95
06/25	06/24	5530959J003GBFL92	HASTINGS AUTO 0118608 HAZEL PARK MI	208.50
06/25	06/24	5531020J106DAREA9	TONYS ACE HDWE HAZEL PARK MI	46.98
06/26	06/25	5531020J206Z4BFFZ	TONYS ACE HDWE HAZEL PARK MI	40.78
06/27	06/26	5531020J307HPGPDF	TONYS ACE HDWE HAZEL PARK MI	18.04
06/27	06/26	5531020J307HPGPD7	TONYS ACE HDWE HAZEL PARK MI	104.49
06/27	06/26	5531020J307HPGRF8	TONYS ACE HDWE HAZEL PARK MI	64.93
06/28	06/27	5531020J4083VPHJY	TONYS ACE HDWE HAZEL PARK MI	74.62
06/28	06/27	5531020J4083VPHL7	TONYS ACE HDWE HAZEL PARK MI	22.79
06/28	06/27	5531020J4083VPK0K	TONYS ACE HDWE HAZEL PARK MI	1.00

TAMMY MCHENRY
 XXXX XXXX XXXX 9812
CREDIT LIMIT \$20,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$10,591.23	\$0.00	\$0.00	\$0.00	\$10,591.23

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	05/31	5543286H8611HYBZP	SQ *OAKLAND SCHOOLS GOSQ.COM MI	548.87
06/02	05/31	0543684H88PLHVKVS	KROGER #447 HAZEL PARK MI	10.59
06/02	05/31	6518742H90000WRGJ	APPLE FRITTER DONUT SH FERNDAL MI	219.44
06/07	06/05	5548382HEATB2PPLL	SAMSClub.COM 888-746-7726 AR	85.84
06/11	06/10	8271116HJ000QVG0H	MASSP & MASC/MAHS LANSING MI	7,984.00
06/12	06/11	5543286HK5V4KJPF7	SQ *AMAZING AMUSEMENT PONTIAC MI	1,085.00
06/16	06/14	5543286HN5W2B91NL	IN *HIGHEST HONOR, INC 248-5887845 MI	457.50
06/21	06/20	1230202HW02186AG1	BROADWAYHD. CLEENG NEW YORK NY	199.99

ACCOUNTS PAYABLE
 XXXX XXXX XXXX 0249
CREDIT LIMIT \$250,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$10,066.48	\$0.00	\$0.00	\$0.00	\$10,066.48

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/03	06/02	5543286HA61NLBDGM	TMOBILE*AUTO PAY 800-937-8997 WA	2,000.00
06/07	06/06	5543286HE62Y4RK7M	TMOBILE*AUTO PAY 800-937-8997 WA	342.92
06/07	06/06	7545084HEMYMVTPXA	PROCARE SOFTWARE MEDFORD OR	357.00

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

ACCOUNTS PAYABLE

XXXX XXXX XXXX 0249

CREDIT LIMIT \$250,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/13	06/12	5550629HLM4D3E712	ECOLAB INC SAINT PAUL MN	99.11
06/13	06/12	5550629HLM4H8YMNG	ECOLAB INC SAINT PAUL MN	139.92
06/13	06/12	5550629HLM4JWEL5E	ECOLAB INC SAINT PAUL MN	114.27
06/13	06/12	5550629HLM4J9Q8SF	ECOLAB INC SAINT PAUL MN	169.07
06/13	06/12	5550629HLM4QM4EL0	ECOLAB INC SAINT PAUL MN	99.11
06/13	06/12	5550629HLM4W0907M	ECOLAB INC SAINT PAUL MN	87.45
06/13	06/12	5550629HLM4XKRYJZ	ECOLAB INC SAINT PAUL MN	174.90
06/13	06/12	5550629HLM4XKRYL9	ECOLAB INC SAINT PAUL MN	99.11
06/13	06/12	5550629HLM47E7W1P	ECOLAB INC SAINT PAUL MN	274.01
06/13	06/12	5550629HLM47PT1RG	ECOLAB INC SAINT PAUL MN	99.11
06/16	06/14	5270824HN01JHF3HJ	REPUBLIC SERVICES TRAS PHOENIX AZ	3,428.38
06/16	06/14	5270824HN01JHM604	REPUBLIC SERVICES TRAS PHOENIX AZ	221.16
06/16	06/15	5544641HP017V25YF	CORRIGAN MOVING SYSTEM FARMINGTON HI MI	308.68
06/30	06/28	8514051J4S66LFSE8	CLEAR RATE COMMUNICATI 248-5564500 MI	2,052.28

KENDAL SMITH

XXXX XXXX XXXX 0770

CREDIT LIMIT \$5,000.00

PURCHASES \$23.22 CASH ADV \$0.00 FEES CHARGED \$0.00 CREDITS \$0.00 TOTAL ACTIVITY \$23.22

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	05/31	5543286H861443DX1	AMZ*GRUBHUB*MCDONALD 866-216-1072 WA	23.22

BRADLEY WILKINS

XXXX XXXX XXXX 2278

CREDIT LIMIT \$25,000.00

PURCHASES \$27,104.15 CASH ADV \$0.00 FEES CHARGED \$0.00 CREDITS \$4,185.00 CR TOTAL ACTIVITY \$22,919.15

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	06/01	5543286H961DWW44L	GOOGLE *CLOUD 8JVH4L 650-253-0000 CA	14.66
06/04	06/03	0541019HBELGNXZLR	BESTBUYCOM806940784425 888BESTBUY MN	199.99
06/04	06/03	0541019HBELGPVYJV	BESTBUYCOM806940790827 888BESTBUY MN	3,499.00
06/04	06/03	0541019HBELGRSPG6	BESTBUYCOM806940790827 888BESTB CREDIT	785.00 CR
06/04	06/03	0541019HBELGRSPYX	BESTBUYCOM806940784425 888BESTBUY MN	199.99
06/04	06/03	0541019HBELGTPNKE	BESTBUYCOM806940788426 888BESTBUY MN	569.90
06/04	06/03	5548077HB61GPWN6V	VOXTELESYS LLC WAHOO NE	1,770.16
06/05	06/04	0541019HQELH37SKR	BESTBUYCOM806940788426 888BESTBUY MN	501.98
06/05	06/04	5270487HQQW62VXN89	BLUE CHIP HOTEL & CASI MICHIGAN CITY IN CHECK IN:10/06/2024 NUMBER OF NIGHTS:0003 CHECK OUT:10/09/2024 DAILY RATE: 0.00	144.48
06/05	06/04	5270487HQQW62VXVAZ	BLUE CHIP HOTEL & CASI MICHIGAN CITY IN CHECK IN:10/06/2024 NUMBER OF NIGHTS:0003 CHECK OUT:10/09/2024 DAILY RATE: 0.00	144.48
06/05	06/04	5270487HQQW62VY08F	BLUE CHIP HOTEL & CASI MICHIGAN CITY IN CHECK IN:10/06/2024 NUMBER OF NIGHTS:0003 CHECK OUT:10/09/2024 DAILY RATE: 0.00	144.48
06/06	06/05	5513158HDBM9521AT	MSFT * E0400S6B2A MSBILL.INFO WA	50.40
06/09	06/07	2514061HG16RSZ63M	CHROMEBOOK PARTS SAINT PAUL MN	898.50

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
06/11	06/07	7230606HJS66DYBMD	PROCAM - DETROIT LIVONIA MI CREDIT	3,400.00 CR
06/11	06/10	0543684HKHEV2DKQ2	MW *PSUG EVENTS LLC HARTLAND MI	499.00
06/11	06/10	0543684HKHEV2DK75	MW *PSUG EVENTS LLC HARTLAND MI	499.00
06/11	06/10	0543684HKHEV2DK9E	MW *PSUG EVENTS LLC HARTLAND MI	499.00
06/11	06/11	5543286HK5SYTNR9	AMZN MKTP US*9I7DW6TW3 AMZN.COM/BILL WA	464.43
06/14	06/12	8517748HMMWGR7FJEN	MACUL LANSING MI	59.74
06/14	06/14	5543286HN5VSS4BXN	AMAZON MKTPL*BU1HM0I13 AMZN.COM/BILL WA	360.41
06/21	06/18	5265384HW1Z9MPPML	INFINIWING 8888723251 CA	618.30
06/21	06/20	7541823HW5WV70KEJ	INTELIUS 888-245-1655 SEATTLE WA	0.95
06/21	06/20	8230509HW000DB05K	WWW.SPLASHTOP.COM CUPERTINO CA	1,500.00
06/25	06/24	0543684J1HEV0KH9K	MW *PSUG EVENTS LLC HARTLAND MI	499.00
06/25	06/24	8535335J0QQ9MZH5Y	MSBO 5173272584 MI	150.00
06/25	06/24	8230509J0000QWK5W	SP MYDPI LABEL LIVE WINONA MN	449.00
06/25	06/24	8271116J00008R1W7	SEMIREG-LABEL-LIVE-APP WINONA MN	691.96
06/26	06/25	5554750J10404TLR1	STEWART SIGNS SARASOTA FL	10,737.50
06/26	06/25	7541823J15X620SHF	B&H PHOTO 800-606-6969 NEW YORK NY	646.80
06/26	06/26	5543286J25ZQ92LBL	APPLE.COM/US 800-676-2775 CA	99.00
06/26	06/26	5543286J25ZQ92N8R	APPLE.COM/US 800-676-2775 CA	487.63
06/27	06/26	7541823J25X7XFXT9	INTELIUS 888-245-1655 SEATTLE WA	35.30
06/27	06/26	5270487J20778GW13	BLUE CHIP HOTEL & CASI MICHIGAN CITY IN CHECK IN:10/06/2024 NUMBER OF NIGHTS:0003 CHECK OUT:10/09/2024 DAILY RATE: 0.00	170.36
06/30	06/29	5542950J5MNNLGAJE	COURSRAACD3JBG9XCV6JC 6509639884 CA	498.75

JASON ZIRNIS

XXXX XXXX XXXX 4388
CREDIT LIMIT \$100,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$5,754.99	\$0.00	\$0.00	\$0.00	\$5,754.99

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/04	05/31	8535335HBQ9V3EZFX	SPORTSFACIL 9513511313 CA	5,754.99

CHARLES PLEINESS

XXXX XXXX XXXX 4166
CREDIT LIMIT \$5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$935.00	\$0.00	\$0.00	\$0.00	\$935.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/06	06/05	5543286HD62L1ATZL	SQ *FERNDALE FRIENDS GOSQ.COM MI	785.00
06/21	06/19	8535335HWQB7W9QLR	MI ASSOC SCH ADM 5173275910 MI	150.00

GINA BREW

XXXX XXXX XXXX 8853
CREDIT LIMIT \$20,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$717.18	\$0.00	\$0.00	\$0.00	\$717.18

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/07	06/06	5546315HEBMD3X32R	KIMBALL MIDWEST PAYEEZ COLUMBUS OH	450.72
06/12	06/11	5531020HL024Y3785	TONYS ACE HDWE HAZEL PARK MI	70.29
06/27	06/26	5531020J307HPGPHK	TONYS ACE HDWE HAZEL PARK MI	37.46
06/28	06/28	5543286J45ZY4TZ08	UNITY SCHOOL BUS PARTS 800-937-3906 MI	158.71

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)						
LINDA YATES						
XXXX XXXX XXXX 0268		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$10,000.00		\$5,559.18	\$0.00	\$0.00	\$0.00	\$5,559.18
Post Date	Tran Date	Reference Number	Transaction Description			Amount
06/02	05/30	5543286H86139R0WB	UNITED 01623929087955 UNITED.COM TX NAME:JOHNSON,SHAWN TICKET#:01623929087955 LEG 1: ITINERARY#:5353 DATE:06/27/2024 DEPARTURE TIME:12:00 CARRIER:UA ARRIVAL TIME:00:00 ORIGINATION:DTW DESTINATION:ORD LEG 2: ITINERARY#:5785 DATE:06/30/2024 DEPARTURE TIME:12:00 CARRIER:UA ARRIVAL TIME:00:00 ORIGINATION:ORD DESTINATION:DTW			231.53
06/02	05/30	5543286H86139R0WX	UNITED 01623929093323 UNITED.COM TX NAME:STEPP,JASMINE TICKET#:01623929093323 LEG 1: ITINERARY#:5353 DATE:06/28/2024 DEPARTURE TIME:12:00 CARRIER:UA ARRIVAL TIME:00:00 ORIGINATION:DTW DESTINATION:ORD LEG 2: ITINERARY#:5785 DATE:06/30/2024 DEPARTURE TIME:12:00 CARRIER:UA ARRIVAL TIME:00:00 ORIGINATION:ORD DESTINATION:DTW			208.95
06/02	05/30	7526586H8LVJBHT50	OTC BRANDS INC OMAHA NE			118.95
06/03	06/03	8271116HB0005V8K7	OAKLAND SCHOOLS WATERFORD MI			20.00
06/05	06/03	8535335HQQ9W2Y57F	CADCA ALEXANDRIA VA 7037060560 VA			745.00
06/05	06/04	2524780HQ00PAX77W	EMU WEB PURCHASE YPSILANTI MI			190.00
06/09	06/06	8548614HFLF4EW4LT	TOP NOTCH PRINTING HAZEL PARK MI			1,662.50
06/09	06/07	5541734HGTBPR4L0J	DELTA 00622415171873 DELTA.COM CA NAME:WILLIAMS GORDEN TICKET#:00622415171873 LEG 1: ITINERARY#:1665 DATE:07/14/2024 DEPARTURE TIME:20:35 CARRIER:DL ARRIVAL TIME:00:00 ORIGINATION:DTW DESTINATION:ORD LEG 2: ITINERARY#:1716 DATE:07/18/2024 DEPARTURE TIME:13:31 CARRIER:DL ARRIVAL TIME:00:00 ORIGINATION:ORD DESTINATION:DTW			368.95
06/11	06/10	0543684HJ8PKK3AB0	KROGER #447 HAZEL PARK MI			31.57
06/12	06/11	0531461HLEHVX47B7	JIMMY JOHNS - 2213 - E HAZEL PARK MI			184.39
06/13	06/13	5543286HM5VGS39Q5	PANERA BREAD #600694 O 248-616-0116 MI			560.37

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
06/14	06/13	8271116HM0009GTTF	OAKLAND SCHOOLS WATERFORD MI	150.00
06/16	06/14	6518013HP1G1TLEX9	HILTON APPLETON APPLETON WI	589.80
			CHECK IN:06/10/2024 NUMBER OF NIGHTS:0004	
			CHECK OUT:06/14/2024	
			DAILY RATE: 0.00	
06/21	06/20	0541019HWMJPBM70D	FEDEX461474948 800-4633339 TN	57.17
06/27	06/26	8271116J20007KLV6	OAKLAND SCHOOLS WATERFORD MI	30.00
06/27	06/26	8271116J20007ZLOY	OAKLAND SCHOOLS WATERFORD MI	130.00
06/27	06/26	8271116J20009QHDH	OAKLAND SCHOOLS WATERFORD MI	40.00
06/27	06/26	8271116J20009R5JQ	OAKLAND SCHOOLS WATERFORD MI	20.00
06/27	06/27	8271116J300068LQW	OAKLAND SCHOOLS WATERFORD MI	130.00
06/28	06/27	8271116J30006GL9T	OAKLAND SCHOOLS WATERFORD MI	25.00
06/28	06/27	8271116J30006J2BF	OAKLAND SCHOOLS WATERFORD MI	25.00
06/30	06/29	8271116J5000EHLWH	OAKLAND SCHOOLS WATERFORD MI	40.00

CARLA BEACH

XXXX XXXX XXXX 1145
CREDIT LIMIT \$5,000.00

PURCHASES \$189.76 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$189.76

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/05	06/04	5543286HQ6298LVZB	AMZN MKTP US*GU3HC90X3 AMZN.COM/BILL WA	127.90
06/05	06/04	0543684HD00QQWTPQ	DOLLAR TREE HAZEL PARK MI	15.75
06/27	06/26	0543684J3HESZBFJ5	DOLLAR GENERAL #19157 HAZEL PARK MI	46.11

JOAN RYBINSKI

XXXX XXXX XXXX 4803
CREDIT LIMIT \$5,000.00

PURCHASES \$372.07 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$372.07

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/06	06/05	0543684HD8PKTRF6B	KROGER #743 ROYAL OAK MI	147.21
06/07	06/06	0543684HFEHSPVZNH	LITTLE CAESARS #174 FERNDALE MI	74.86
06/16	06/14	5550629HPM44NNV6A	ANN ARBOR HANDS-ON MUS ANN ARBOR MI	150.00

HEIDI KUNZ

XXXX XXXX XXXX 7221
CREDIT LIMIT \$5,000.00

PURCHASES \$186.77 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$186.77

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/03	06/02	5543286HA61NSM6PZ	AMZN MKTP US*PN75N8EV3 AMZN.COM/BILL WA	29.30
06/06	06/04	0543684HE00QE2L7L	DOLLARTREE MADISON HEIGH MI	6.25
06/11	06/10	5543286HJ5SRH1SYA	AMZN MKTP US*S909S8L93 AMZN.COM/BILL WA	18.95
06/12	06/11	5543286HK5V6QF2MM	AMZN MKTP US*KZ0WY2983 AMZN.COM/BILL WA	44.72
06/25	06/24	5543286J05Z0WMX29	AMAZON MKTPL*RG7EC2KA2 AMZN.COM/BILL WA	87.55

KRISTY CALES

XXXX XXXX XXXX 1852
CREDIT LIMIT \$5,000.00

PURCHASES \$2,325.00 **CASH ADV** \$0.00 **FEES CHARGED** \$0.00 **CREDITS** \$0.00 **TOTAL ACTIVITY** \$2,325.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	05/31	0534588H88PMHBE1	A 1 FINGERPRINT OAK PARK MI	75.00
06/05	06/04	0534588HQ8PLP6BVX	A 1 FINGERPRINT OAK PARK MI	75.00

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

KRISTY CALES

XXXX XXXX XXXX 1852
CREDIT LIMIT \$5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/07	06/06	0534588HE8PLTLWSK	A 1 FINGERPRINT OAK PARK MI	75.00
06/09	06/07	0534588HF8PMB1KDS	A 1 FINGERPRINT OAK PARK MI	75.00
06/12	06/11	0534588HK8PLT5YWY	A 1 FINGERPRINT OAK PARK MI	75.00
06/12	06/11	0534588HK8PLT5Z2Q	A 1 FINGERPRINT OAK PARK MI	75.00
06/12	06/11	0534588HK8PLT5Z4Z	A 1 FINGERPRINT OAK PARK MI	75.00
06/12	06/11	0534588HK8PLT5Z78	A 1 FINGERPRINT OAK PARK MI	75.00
06/16	06/14	0534588HN8PMFJ9X8	A 1 FINGERPRINT OAK PARK MI	75.00
06/16	06/14	0534588HN8PMFJ9ZV	A 1 FINGERPRINT OAK PARK MI	75.00
06/18	06/17	0534588HT8PLGTAF4	A 1 FINGERPRINT OAK PARK MI	75.00
06/18	06/17	0534588HT8PLGTAQH	A 1 FINGERPRINT OAK PARK MI	75.00
06/18	06/17	0534588HT8PLGTA7D	A 1 FINGERPRINT OAK PARK MI	75.00
06/19	06/18	0534588HS8PLGDNZA	A 1 FINGERPRINT OAK PARK MI	75.00
06/19	06/18	0534588HS8PLGDP1L	A 1 FINGERPRINT OAK PARK MI	75.00
06/20	06/19	0534588HV8PMS04BA	A 1 FINGERPRINT OAK PARK MI	75.00
06/20	06/19	0534588HV8PMS046E	A 1 FINGERPRINT OAK PARK MI	75.00
06/20	06/19	0534588HV8PMS0491	A 1 FINGERPRINT OAK PARK MI	75.00
06/21	06/20	0534588HW8PLRRS0R	A 1 FINGERPRINT OAK PARK MI	75.00
06/21	06/20	0534588HW8PLRRS33	A 1 FINGERPRINT OAK PARK MI	75.00
06/21	06/20	0534588HW8PLRRTVV	A 1 FINGERPRINT OAK PARK MI	75.00
06/21	06/20	0534588HW8PLRRTYE	A 1 FINGERPRINT OAK PARK MI	75.00
06/23	06/21	0534588HX8PMA09BV	A 1 FINGERPRINT OAK PARK MI	75.00
06/23	06/21	0534588HX8PMA096Y	A 1 FINGERPRINT OAK PARK MI	75.00
06/23	06/21	0534588HX8PMA0998	A 1 FINGERPRINT OAK PARK MI	75.00
06/25	06/24	0534588J08PLQMSNY	A 1 FINGERPRINT OAK PARK MI	75.00
06/25	06/24	0534588J08PLQMSTF	A 1 FINGERPRINT OAK PARK MI	75.00
06/28	06/27	0534588J38PLNE523	A 1 FINGERPRINT OAK PARK MI	75.00
06/28	06/27	0534588J38PLNE54Q	A 1 FINGERPRINT OAK PARK MI	75.00
06/28	06/27	0534588J38PLNE56Z	A 1 FINGERPRINT OAK PARK MI	75.00
06/30	06/28	0534588J48PMATKA2	A 1 FINGERPRINT OAK PARK MI	75.00

KRISTINA HERRON

XXXX XXXX XXXX 2144
CREDIT LIMIT \$10,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$911.39	\$0.00	\$0.00	\$0.00	\$911.39

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/04	06/03	5543286HQ627MMRLL	PARTY CITY 4110 MADISON HEIGH MI	130.08
06/04	06/03	0543684HQ00Q98X5Y	DOLLAR TREE HAZEL PARK MI	14.58
06/05	06/05	5543286HD62EW723X	PARTY CITY BOPIS 800-727-8924 NJ	59.36
06/13	06/12	0230537HM00KRRTTX	CVS/PHARMACY #08103 HAZEL PARK MI	10.04
06/14	06/14	6512700HN00003E93	BEST WAY PIZZA SOMERSET PA	697.33

DANIEL WROBBEL

XXXX XXXX XXXX 7356
CREDIT LIMIT \$20,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$4,590.72	\$0.00	\$0.00	\$0.00	\$4,590.72

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/04	06/03	5548382HQ2LR3X0MK	SAMSClub #6659 MADISON HEIGH MI	1,126.76
06/05	06/04	0541601HQ43A9ZXL3	SAMSClub #6662 ROSEVILLE MI	487.98
06/06	06/05	5543286HD62L0WW87	MEIJER # 222 MADISON HGTS MI	118.12

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)

DANIEL WROBBEL				
XXXX XXXX XXXX 7356				
CREDIT LIMIT \$20,000.00				
Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/07	06/06	0543684HE8PKS3PYP	KROGER #447 HAZEL PARK MI	38.46
06/20	06/19	8545491HVS66J8R4M	HEINZ DISPENSING SOLUT 724-8994206 PA	2,819.40

KEVIN D KNOBLOCK						
XXXX XXXX XXXX 5663						
CREDIT LIMIT \$5,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$119.36	\$0.00	\$0.00	\$0.00	\$119.36
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06/13	06/12	8271116HL000BRQ43	OAKLAND SCHOOLS WATERFORD MI	30.00		
06/13	06/12	8271116HL000QQ38L	OAKLAND SCHOOLS WATERFORD MI	40.00		
06/13	06/12	8271116HL000Q1YA9	OAKLAND SCHOOLS WATERFORD MI	40.00		
06/26	06/25	5543286J15Z9HZQYH	MEIJER # 268 DETROIT MI	9.36		

JULIA KENNEDY						
XXXX XXXX XXXX 3617						
CREDIT LIMIT \$5,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$62.85	\$0.00	\$0.00	\$0.00	\$62.85
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06/25	06/24	5543286J05Z0R4RXJ	MEIJER # 268 DETROIT MI	62.85		

RYANN VOSS						
XXXX XXXX XXXX 5452						
CREDIT LIMIT \$25,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$6,436.92	\$0.00	\$0.00	\$348.00 CR	\$6,088.92
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06/02	05/31	5544641H9LQKGPJ5D	SCHOOL OUTFITTERS LLC CINCINNATI OH	1,874.95		
06/06	06/05	0541601HD43AA17W3	SAMSLUB #6659 MADISON HEIGH MI	129.49		
06/09	06/07	5543286HF638R8020	AMZN MKTP US AMZN.COM/BILL WA CREDIT	77.44 CR		
06/09	06/07	5543286HF6393XZJN	SQ *MICHIGAN RED SOX, GOSQ.COM MI	600.00		
06/09	06/07	0543684HGBLLAXF1M	SAMS CLUB #6659 MADISON HEIGH MI	96.86		
06/10	06/07	5548382HHATDFPKWA	SAMSLUB.COM 888-746-7726 AR	559.02		
06/12	06/10	8264431HK000JE5N	QUICKLUTION MELLIEA ME CREDIT	183.75 CR		
06/16	06/14	5543687HP4ZQMB1J	QUALITY INNS SOMERSET PA	2,839.70		
CHECK IN:06/13/2024 NUMBER OF NIGHTS:						
CHECK OUT:06/14/2024						
DAILY RATE: 0.00						
06/18	06/17	5542950HTMNMFW84N	ELITE SPORTSWEAR 80034540 CREDIT	86.81 CR		
06/21	06/20	8535335HWQB85PKX7	MSBO 5173272584 MI	150.00		
06/27	06/26	5543286J25ZJHHAS1	AMZN MKTP US*RC85H0ZF1 AMZN.COM/BILL WA	140.92		
06/28	06/27	5543286J35ZVV22YW	AMAZON MKTPL*RC0YC22U0 AMZN.COM/BILL WA	45.98		

RAMONA SOULEYRETTE						
XXXX XXXX XXXX 6440						
CREDIT LIMIT \$5,000.00						
		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
		\$574.89	\$0.00	\$0.00	\$0.00	\$574.89
Post Date	Tran Date	Reference Number	Transaction Description	Amount		
06/18	06/17	5265384HTMKV3D7NS	PRO-ED, INC. 15124513246 TX	174.90		
06/26	06/25	8211755J10003Y1K8	STAGES LEARNING CARLSBAD CA	399.99		

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

CARDHOLDER ACCOUNT ACTIVITY (continued)						
JR VIKINGS						
XXXX XXXX XXXX 1499			PURCHASES	CASH ADV	FEES CHARGED	CREDITS
CREDIT LIMIT \$7,500.00			\$2,439.28	\$0.00	\$0.00	TOTAL ACTIVITY
						\$2,439.28
Post Date	Tran Date	Reference Number	Transaction Description			Amount
06/13	06/12	5531020HM02AVXD5Q	TONYS ACE HDWE HAZEL PARK MI			105.94
06/21	06/20	5542950HWMN5XFYY2	ELITE SPORTSWEAR 8003454087 PA			695.64
06/21	06/20	0230537HX00KLHW22	BJS WHOLESALE #383 MADISON HEIGH MI			95.39
06/23	06/21	0543684HX8PLB0X1F	KROGER #709 CLARKSTON MI			17.95
06/23	06/22	5546315HZ00XP34P0	ALLEN ENTERTAINMENT LL WATERFORD TOW MI			312.00
06/24	06/21	5548382HZAT5HDKSA	SAMSClub.COM 888-746-7726 AR			582.36
06/30	06/28	5546315J401PHM917	LOUI'S PIZZA, INC. HAZEL PARK MI			630.00

Hazel Park Schools
Detailed Check Register w FQA
Check Date From 6/1/2024 TO 6/30/2024

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0170-55110000	EH 00001131	06/03/2024	14XX4V3KJTN	GBC Thermal Laminating Film Ro	P2400328	160.02
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0170-55110000	EH 00001131	06/03/2024	14XX4V3KJTN	Amazon Basics Catalog Mailing	P2400328	59.97
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0170-55110000	EH 00001131	06/03/2024	14XX4V3KJTN	Amazon Basics Catalog Mailing	P2400328	20.06
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0170-55110000	EH 00001131	06/03/2024	14XX4V3KJTN	Post-it Super Sticky Easel Pad	P2400328	228.82
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Brix Girls' Long Sleeve Tees -	P2400267	24.43
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	TOEDNNQI Boys Girls Sneakers K	P2400267	52.92
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Studio 3 Girls' Three-Pack Leg	P2400267	42.76
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Studio 3 Girls' Three-Pack Leg	P2400267	42.76
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	The Children's Place,boys,Snea	P2400267	45.18
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	The Children's Place,boys,Snea	P2400267	43.27
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	TOEDNNQI Boys Girls Sneakers K	P2400267	48.85
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	TOEDNNQI Boys Girls Sneakers K	P2400267	52.92
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Rolimaka 4 Pack Boys Sweatpant	P2400267	81.42
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	The Children's Place Girls Fas	P2400267	54.14
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	The Children's Place Girls Fas	P2400267	51.04
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	TOEDNNQI Boys Girls Sneakers K	P2400267	48.85
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Brix Girls' Long Sleeve Tees -	P2400267	314 24.40
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Rolimaka 4 Pack Boys Sweatpant	P2400267	81.42
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Rolimaka 4 Pack Boys Sweatpant	P2400267	81.42
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Rolimaka 4 Pack Boys Sweatpant	P2400267	81.42
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	SGBETTER 30 Pairs Kids Winter	P2400267	44.75
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Ultra Performance 3 Pack Mens	P2400267	61.04
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Cooraby 5 Pack Boys' Long Slee	P2400267	26.46
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Cooraby 5 Pack Boys Long Sleeve	P2400267	26.46
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	TOEDNNQI Boys Girls Sneakers K	P2400267	48.85
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	TOEDNNQI Boys Girls Sneakers K	P2400267	48.85
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	TOEDNNQI Boys Girls Sneakers K	P2400267	50.88
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Fruit of the Loom Big Tag Free	P2400267	15.96
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Fruit of the Loom Big Tag Free	P2400267	15.30
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Fruit of the Loom Big Tag Free	P2400267	15.47
100550	AMAZON CAPITAL SERVICES	0-111-0000-9016-170-9016-55110000	EH 00001131	06/03/2024	147LMQMGX4	Fruit of the Loom Big Tag Free	P2400267	15.75
Vendor Total:								1,695.84
100292	INVEST CENTERS LLC	110-113-0000-7960-560-7960-53110000	EH 00001132	06/03/2024	52124A	ESSER II & III		15,681.28
100292	INVEST CENTERS LLC	110-125-0000-3060-560-3060-53110000	EH 00001132	06/03/2024	52124B	31A AT RISK-INVEST		36,136.17
100292	INVEST CENTERS LLC	110-125-0000-3070-560-3070-53110000	EH 00001132	06/03/2024	52124	SECTION 41		16,872.16

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	68,689.61
100600	A C BUILDERS HARDWARE	110-261-0000-0000-600-0065-55990000	EH 00001133	06/07/2024	703426	MAINT. SUPPLIES - JARDON		1,850.00
							Vendor Total:	1,850.00
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-130-0130-55110000	EH 00001134	06/07/2024	1Y3Y4YRVD6Q	Swingline Stapler, 30 Sheet Ca	P2400334	16.39
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-130-0130-55110000	EH 00001134	06/07/2024	1Y3Y4YRVD6Q	iconderoga Golf Wood-Cased Pe	P2400334	55.16
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-130-0130-55110000	EH 00001134	06/07/2024	1Y3Y4YRVD6Q	Mr Pen- Staplers with 200 Stap	P2400334	9.98
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-130-0130-55110000	EH 00001134	06/07/2024	1Y3Y4YRVD6Q	Amazon Basics Packaging Tape f	P2400334	17.59
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-130-0130-55110000	EH 00001134	06/07/2024	1Y3Y4YRVD6Q	ACSTEP Manila Envelopes Self S	P2400334	39.98
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-130-0130-55110000	EH 00001134	06/07/2024	1Y3Y4YRVD6Q	10x13 Catalog Envelopes Self S	P2400334	47.96
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-130-0130-55110000	EH 00001134	06/07/2024	1Y3Y4YRVD6Q	Shipping Charge	P2400334	22.05
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001134	06/07/2024	1YLMQH141W3	alutoner Remanufactured Tone	P2400333	133.70
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001134	06/07/2024	1YLMQH141W3	Shipping Charge	P2400333	10.13
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001134	06/07/2024	14DYHP1MGV	150 Pack Clear Luggage Tags wi	P2400336	41.98
100550	AMAZON CAPITAL SERVICES	130-351-0000-0000-150-0230-55110000	EH 00001134	06/07/2024	1D371J46D9K	WJOYIN 12 Rock Painting Kit- Gl	P2400331	19.95
100550	AMAZON CAPITAL SERVICES	130-351-0000-0000-150-0230-55110000	EH 00001134	06/07/2024	1D371J46D9K	WJOYIN 36 PCS Washable Sidewalk	P2400331	19.95
100550	AMAZON CAPITAL SERVICES	130-351-0000-0000-150-0230-55110000	EH 00001134	06/07/2024	1D371J46D9K	WJOYIN 12 Rock Painting Kit, Ea	P2400331	9.95
100550	AMAZON CAPITAL SERVICES	130-351-0000-0000-150-0230-55110000	EH 00001134	06/07/2024	1D371J46D9K	W180 Pack Washable Sidewalk Cha	P2400331	315 29.98
100550	AMAZON CAPITAL SERVICES	130-351-0000-0000-150-0230-55110000	EH 00001134	06/07/2024	1D371J46D9K	W32PCS 16 Colors Star Mini Bubb	P2400331	11.76
100550	AMAZON CAPITAL SERVICES	190-296-9300-0000-000-0300-57920000	EH 00001134	06/07/2024	1RFHYDWN3Y	SUPPLIES FOR DRAMA		618.97
							Vendor Total:	1,105.48
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001135	06/07/2024	1439867	LEGAL FEES THROUGH APR 30 24		13,187.50
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001135	06/07/2024	1439874	LEGAL SERVICES THROUGH		2,802.00
							Vendor Total:	15,989.50
100409	FRONTLINE EDUCATION	110-284-0000-0000-000-0284-54140000	EH 00001136	06/07/2024	INVUS206942	FRONTLINE IMPLEMENTATION		8,892.00
							Vendor Total:	8,892.00
100319	G N E PAINT & SUPPLY	110-261-0000-0000-000-0065-55990000	EH 00001137	06/07/2024	0386359IN	MAINT. SUPPLIES		12.59
100319	G N E PAINT & SUPPLY	110-261-0000-0000-000-0065-55990000	EH 00001137	06/07/2024	0386389IN	MAINT. SUPPLIES		33.11
100319	G N E PAINT & SUPPLY	110-261-0000-0000-000-0065-55990000	EH 00001137	06/07/2024	0386356IN	MAINT. SUPPLIES		81.12
							Vendor Total:	126.82
100503	HEMPLE, CHARLES	110-293-0000-0000-300-0350-53197000	EH 00001138	06/07/2024	51724	VARSITY SOCCER - CLOCK		40.00
							Vendor Total:	40.00
100430	JG POLY SALES	110-261-0000-0000-000-0065-55990000	EH 00001139	06/07/2024	2898	MAINT. SUPPLIES		418.65
							Vendor Total:	418.65
100948	KINGSCOTT ASSOCIATES INC	120-452-0000-9922-300-0000-53190000	EH 00001140	06/07/2024	0017455	COMMUNITY CENTER REMODEL		7,225.00

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							Vendor Total:	7,225.00
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001141	06/07/2024	1582823	MAINT. SUPPLIES		5,379.31
							Vendor Total:	5,379.31
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53130000	EH 00001142	06/07/2024	20963362	SOCIAL WORKER		4,025.00
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53130000	EH 00001142	06/07/2024	20970182	SOCIAL WORKER		3,783.50
							Vendor Total:	7,808.50
100428	ROYAL ROOFING	110-261-0000-0000-000-0065-53190000	EH 00001143	06/07/2024	S125039	MAINT. SERVICE		477.00
							Vendor Total:	477.00
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001144	06/07/2024	208133969445	Crayola Air-Dry Self-Hardening	P2400296	141.80
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001144	06/07/2024	208134102903	Array Card Stock Paper, 8-12 x	P2400322	49.50
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001144	06/07/2024	208134114787	BIC Wite-Out EZ Correct Correc	P2400296	43.70
							Vendor Total:	235.00
100241	SPINA ELECTRIC	110-261-0000-0000-300-0065-55990000	EH 00001145	06/07/2024	SI1009767781	MAINT. SUPPLIES - HIGH SCHOOL		480.00
100241	SPINA ELECTRIC	110-261-0000-0000-000-0065-55990000	EH 00001145	06/07/2024	SI1009767822	MAINT. SUPPLIES		750.00
							Vendor Total:	1,230.00
100515	STAFF CONNECTIONS LLC	110-213-0011-0000-000-0660-53130000	EH 00001146	06/07/2024	1493	NURSE - WEBB		316194.88
							Vendor Total:	1,194.88
100349	YOUNG SUPPLY CO	110-261-0000-0000-650-0065-55990000	EH 00001147	06/07/2024	9025278500	MAINT. SUPPLIES		352.00
							Vendor Total:	352.00
100550	AMAZON CAPITAL SERVICES	110-122-0140-0000-650-0650-55110000	EH 00001148	06/14/2024	1JLL1R9XGDY	EDISON SUPPLIES		45.11
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001148	06/14/2024	1MY1QYKCNQ	Teacher Created Resources Oh H	P2400324	48.93
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001148	06/14/2024	1MY1QYKCNQ	PrintWorks Kindness Award Cert	P2400324	29.04
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	BIC Round Stic Ball Pens Stick	P2400332	1.80
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Scotch Desktop Tape Dispenser,	P2400332	16.90
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	EXPO Low Odor Dry Erase Marker	P2400332	14.67
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Post-it Super Sticky Notes, 12	P2400332	31.40
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Post-it Mini Notes, 1 38 x 1 7	P2400332	19.86
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Officemate Small Binder Clips,	P2400332	5.19
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Officemate Giant Paper Clips,	P2400332	15.72
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Kleenex Professional Facial Ti	P2400332	60.42
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Post-it Super Sticky Notes, 3x	P2400332	37.30
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	SAN1920940 - Low Odor Dry Eras	P2400332	100.15
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Amazon Basics Clear Name ID Ba	P2400332	22.77
100550	AMAZON CAPITAL SERVICES	110-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Antner 15 Inch (48 Pack) Loose	P2400332	8.97

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	1InTheOffice Clear Hanging Fol	P2400332	16.29
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Amazon Basics Assorted Size an	P2400332	6.75
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Amazon Basics Packaging Tape f	P2400332	17.59
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Universal 31306 Clear Push Pin	P2400332	15.96
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Officemate Standard Staples, 1	P2400332	27.10
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Scissors, iBayam 8" All Purpos	P2400332	9.99
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	DDSKY Waterproof Motorcycle Di	P2400332	10.99
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	400Pcs Push Pins, Thumb Tacks	P2400332	5.65
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	MJUNM 12 Rolls Transparent Tap	P2400332	48.45
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Pendaflex Two-Tone Color File	P2400332	51.98
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Clipco Staple Remover (12-Pack	P2400332	9.15
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Binder Rings 1 Inch 100 pcs-St	P2400332	7.99
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	CELOX 24 Pack Durable Kitchen	P2400332	15.59
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	U Brands Ball Of Rubber Bands,	P2400332	5.60
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Amazon Basics 36-Pack AA Alkal	P2400332	25.42
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Oxford Index Cards, 500 Pack,	P2400332	8.24
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Vicenpal 100 Pack Blank Parkin	P2400332	317 15.99
100550	AMAZON CAPITAL SERVICES	10-226-0000-3400-190-3400-55910000	EH 00001148	06/14/2024	1HD7JD1HJLQ	Ysenchan Plastic Clipboards (S	P2400332	13.98
Vendor Total:								770.94
100139	COLLEGE ENTRANCE	110-113-0000-0000-300-0300-55110000	EH 00001149	06/14/2024	A251150581	AP TESTING SUPPLIES		1,275.00
Vendor Total:								1,275.00
100574	INSTITUTE FOR EXCELLENCE	10-232-0000-0000-000-0060-53130000	EH 00001150	06/14/2024	2024989	MVA SUPPORT		1,500.00
Vendor Total:								1,500.00
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001151	06/14/2024	1584406	MAINT. SUPPLIES		399.65
Vendor Total:								399.65
100520	PEDIATRIC HEALTH	110-213-0011-0000-150-0660-53130000	EH 00001152	06/14/2024	61124	LINDA JEDWAB		928.00
100520	PEDIATRIC HEALTH	110-213-0011-0000-150-0660-53130000	EH 00001152	06/14/2024	6524	LINDA JEDWAB		4,567.50
100520	PEDIATRIC HEALTH	110-213-0013-0000-150-0660-53130000	EH 00001152	06/14/2024	6524	STEPHANIE HERMIZ		1,080.00
100520	PEDIATRIC HEALTH	110-213-0013-0000-150-0660-53130000	EH 00001152	06/14/2024	61124	STEPHANIE HERMIZ		300.00
Vendor Total:								6,875.50
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53130000	EH 00001153	06/14/2024	20981431	SOCIAL WORKER		3,059.00
Vendor Total:								3,059.00
100538	PROJECT LEAD THE WAY INC	10-112-0000-7530-200-7530-55110000	EH 00001154	06/14/2024	441379	PLTW GATEWAY PARTICIPATION		950.00
100538	PROJECT LEAD THE WAY INC	10-113-0000-7530-300-7530-55110000	EH 00001154	06/14/2024	442442	PLTW ENGINEERING		3,200.00

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	4,150.00
100445	ROCKET ENTERPRISE INC	110-261-0000-0000-000-0065-55990000	EH 00001155	06/14/2024	184330	MAINT. SUPPLIES		255.00
							Vendor Total:	255.00
100045	A & I ENTERPRISES	110-113-0000-0000-570-0570-53110000	EH 00001156	06/24/2024	62024	JUNE 2024 PAYMENT		150,924.44
							Vendor Total:	150,924.44
100600	A C BUILDERS HARDWARE	110-261-0000-0000-000-0065-55990000	EH 00001157	06/24/2024	703553	SUPPLIES		42.90
							Vendor Total:	42.90
100351	AIRGAS GREAT LAKES	110-113-0000-2230-300-2230-55110000	EH 00001158	06/24/2024	5508168390	RENTAL		265.97
							Vendor Total:	265.97
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Perfect Stix Paper Plate by Ki	P2400329	16.50
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	KUUQA 700 Pieces Mixed Wiggle	P2400329	13.58
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Brickyard Building Blocks 177	P2400329	31.34
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Crayola Pip-Squeaks Washable M	P2400329	20.19
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Colorations Assorted Sizes Nat	P2400329	19.79
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Burpee Wildflower Seed Mix for	P2400329	8.97
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Earthborn Elements Baking Soda	P2400329	69.94
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Earthborn Elements Borax Powde	P2400329	61.94
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	IRIS USA 59 Quarts Plastic Sto	P2400329	27.54
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	IRIS USA 12 Quart Stackable Pl	P2400329	30.17
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Child Safety Cabinet Locks - (P2400329	44.97
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	2 Pack Distilled White Vinegar	P2400329	13.00
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Sensory Chew Necklace for Kids	P2400329	11.49
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Whaply 30-Pack Small Mini Flas	P2400329	35.49
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Toddler Step Stool for Bathroo	P2400329	191.96
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Unpretentious All Purpose Flou	P2400329	23.28
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	LEWISTIN Foaming Soap Dispense	P2400329	19.98
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Two Pocket Folders, RAZCC 100	P2400329	33.94
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Chewy Necklaces for Sensory Ki	P2400329	9.89
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Dial Liquid Hand Soap Refill,	P2400329	17.97
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Shipping Charge	P2400329	5.00
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	12 Pieces Plastic Fast Food Tr	P2400329	30.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	4 Rolls Premium Blue Painters	P2400329	11.98
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001159	06/24/2024	136FQY4TQ6R	Earthborn Elements Corn Starch	P2400329	69.98
100550	AMAZON CAPITAL SERVICES	110-119-0000-3060-300-3060-55110000	EH 00001159	06/24/2024	1WL3LQQ494NJANNO	4PCS Taekwondo Kick Pads	P2400340	87.96

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	907.84
100495	C G NEWSPAPERS	110-231-0000-0000-000-0060-53510000	EH 00001160	06/24/2024	0020596IN	LEGAL		3,505.00
							Vendor Total:	3,505.00
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55610000	EH 00001161	06/24/2024	53124	MAY 24 NET PRODUCT COST		123,702.07
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55640000	EH 00001161	06/24/2024	53124	MAY 24 TOTAL OTHER COSTS		14,566.91
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53150000	EH 00001161	06/24/2024	53124	MAY 24 SUPERVISORY &		15,498.41
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53151000	EH 00001161	06/24/2024	53124	MAY 24 ADMIN & FEE EXPENSE		10,108.27
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53190000	EH 00001161	06/24/2024	53124	MAY 24 FIRECT LABOR		76,069.47
							Vendor Total:	239,945.13
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001162	06/24/2024	1450303	LEGAL SERVICES THROUGH		15,075.00
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001162	06/24/2024	1450299	LEGAL SERVICES THROUGH		12,568.50
							Vendor Total:	27,643.50
100292	INVEST CENTERS LLC	110-113-0000-0000-560-0000-53110000	EH 00001163	06/24/2024	6124	JUNE 2024 PAYMENT		192,814.45
100292	INVEST CENTERS LLC	110-113-0000-7960-560-7960-53110000	EH 00001163	06/24/2024	61924A	ESSER II & III		20,038.24
100292	INVEST CENTERS LLC	110-125-0000-3060-560-3060-53110000	EH 00001163	06/24/2024	61924B	31A AT RISK-INVEST		30,244.89
100292	INVEST CENTERS LLC	110-125-0000-3070-560-3070-53110000	EH 00001163	06/24/2024	61924	SECTION 41		11,814.99
							Vendor Total:	254,912.57
100430	JG POLY SALES	110-261-0000-0000-000-0065-55990000	EH 00001164	06/24/2024	2908	CUSTODIAL SUPPLIES		695.30
100430	JG POLY SALES	110-261-0000-0000-000-0065-55990000	EH 00001164	06/24/2024	2907	CUSTODIAL SUPPLIES		430.75
							Vendor Total:	1,126.05
100948	KINGSCOTT ASSOCIATES INC	110-452-0000-9922-300-0000-53190000	EH 00001165	06/24/2024	23832	CLARK CONSTRUCTION INV 23832		3,864.00
							Vendor Total:	3,864.00
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001166	06/24/2024	1582401	MAINT. SUPPLIES		1,037.09
							Vendor Total:	1,037.09
100382	METRO BUREAU GROUP	110-232-0000-0000-000-0060-53190000	EH 00001167	06/24/2024	2024M074	MEMBERSHIP FEE		2,313.50
							Vendor Total:	2,313.50
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53130000	EH 00001168	06/24/2024	20987461	SOCIAL WORKER		3,818.00
							Vendor Total:	3,818.00
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001169	06/24/2024	208134055579	Array Card Stock Paper, 8-12 x	P2400314	9.90
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001169	06/24/2024	208134055579	Achieve It! Raised Print Art R	P2400314	52.50
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001169	06/24/2024	208134055579	Achieve It! Mathematics Recogn	P2400314	63.60
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001169	06/24/2024	208134055579	Achieve It! Raised Print Achie	P2400314	87.50
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001169	06/24/2024	208134055579	School Smart Blank Plain Index	P2400314	5.60

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
Vendor Total:								219.10
100515	STAFF CONNECTIONS LLC	110-213-0011-0000-000-0660-53130000	EH 00001170	06/24/2024	1865	RN		1,680.00
100515	STAFF CONNECTIONS LLC	110-213-0011-0000-000-0660-53130000	EH 00001170	06/24/2024	1866	CNA		1,324.14
100515	STAFF CONNECTIONS LLC	110-213-0011-0000-000-0660-53130000	EH 00001170	06/24/2024	1867	LPN		2,553.12
Vendor Total:								5,557.26
100851	EXECUTIVE ENERGY	110-261-0000-0000-000-0065-53150000	EH 00001171	06/27/2024	4666	ENERGY DATA COLLECTION		600.00
Vendor Total:								600.00
100430	JG POLY SALES	110-261-0000-0000-000-0065-55990000	EH 00001172	06/27/2024	2911	MAINT. SUPPLIES		448.75
Vendor Total:								448.75
100948	KINGSCOTT ASSOCIATES INC	110-232-0000-0000-000-0060-53190000	EH 00001173	06/27/2024	0017272	BOND PLANNING		757.90
Vendor Total:								757.90
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53130000	EH 00001174	06/27/2024	20976776	SOCIAL WORKER		4,025.00
Vendor Total:								4,025.00
100504	SET SEG	110-000-0000-0000-000-0000-24516500	EH 00001175	06/27/2024	SERV000177	ACA TRACKING & REPORTING		10,907.00
Vendor Total:								10,907.00
100515	STAFF CONNECTIONS LLC	110-213-0011-0000-000-0660-53130000	EH 00001176	06/27/2024	1882	LPN		32,072.00
Vendor Total:								672.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503554	06/03/2024	4152024A	Unit 1 Grade 1:Decodable Text	P2400295	1,575.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503554	06/03/2024	4152024A	Unit 2 Grade 1: Decodable Text	P2400295	1,575.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503554	06/03/2024	4152024A	Unit 2 Kdg Decodable Text Anth	P2400295	1,575.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503554	06/03/2024	4152024A	Unit 3 Grade 1 Decodable Text	P2400295	1,575.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503554	06/03/2024	4152024A	Unit 3 Kdg Decodable Text Anth	P2400295	1,575.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503554	06/03/2024	4152024A	Unit 4 Grade 1:Decodable Text	P2400295	1,575.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503554	06/03/2024	4152024A	Unit 4 Kdg Decodable Text Anth	P2400295	1,575.00
Vendor Total:								11,025.00
100378	BUCKLES & BUCKLES	110-000-0000-0000-000-0000-24516000	HP 00503555	06/03/2024	2840/2401110	PAYROLL		140.84
Vendor Total:								140.84
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503556	06/03/2024	2850/2401110	PAYROLL		633.41
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503556	06/03/2024	2850/2401110	PAYROLL		420.00
Vendor Total:								1,053.41
100609	DAVID RUSKIN	110-000-0000-0000-000-0000-24516000	HP 00503557	06/03/2024	2850/2401110	PAYROLL		415.38
100609	DAVID RUSKIN	110-000-0000-0000-000-0000-24516000	HP 00503557	06/03/2024	2850/2401110	PAYROLL		141.20
Vendor Total:								556.58

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
101376	MALUTAN, AUREL	110-252-0000-0000-000-0060-53190000	HP 00503558	06/03/2024	6324	CONSULTING SERVICES		4,248.45
							Vendor Total:	4,248.45
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503559	06/03/2024	2800/2401110	PAYROLL		52.64
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503559	06/03/2024	2800/2401110	PAYROLL		161.25
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503559	06/03/2024	2800/2401110	PAYROLL		134.02
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503559	06/03/2024	2800/2401110	PAYROLL		144.60
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503559	06/03/2024	2800/2401110	PAYROLL		105.06
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503559	06/03/2024	2800/2401110	PAYROLL		88.05
							Vendor Total:	685.62
100180	ALLEN ENTERTAINMENT	290-296-9101-0000-000-0130-57920000	HP 00503560	06/07/2024	HPSD5222024	ROCK CLIMBING WALL FOR CAMP		300.00
							Vendor Total:	300.00
101384	ALPENA PUBLIC SHOOLS	110-293-0000-0000-300-0350-53191000	HP 00503561	06/07/2024	52024	SOCCER TOURNAMENT		185.00
							Vendor Total:	185.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503562	06/07/2024	539230	PHYSICAL EXAM		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503562	06/07/2024	539382	PHYSICAL EXAM		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503562	06/07/2024	539629	PHYSICAL EXAM		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503562	06/07/2024	540201	PHYSICAL EXAM		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503562	06/07/2024	540271	PHYSICAL EXAM		100.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503562	06/07/2024	540622	PHYSICAL EXAM & TB TEST		128.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503562	06/07/2024	538293	PHYSICAL EXAM		150.00
							Vendor Total:	578.00
101353	AVON BEACHAM-BYRD	110-293-0000-0000-300-0350-53191000	HP 00503563	06/07/2024	6424	WORKED AS TRAINER @BSBL		245.00
							Vendor Total:	245.00
100534	BATTERY CENTERS OF	110-261-0000-0000-000-0065-55990000	HP 00503564	06/07/2024	5624	MAINT. SUPPLIES		159.90
							Vendor Total:	159.90
100347	BILLINGS LAWN EQUIPMENT	110-261-0000-0000-000-0065-55990000	HP 00503565	06/07/2024	466130	MAINT. SUPPLIES		254.14
							Vendor Total:	254.14
100322	CITY HAZEL PARK WATER	110-261-0000-0000-066-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		57.55
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		350.50
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		183.10
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		43.60
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		99.40
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		43.60
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		294.70

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		643.45
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		2,047.04
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		85.45
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		43.60
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		490.00
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		252.85
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		364.45
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		57.55
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		43.60
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		378.40
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		294.70
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00503566	06/07/2024	4124	CITY OF HP WATER BILL APRIL		183.10
Vendor Total:								5,956.64
100321	CITY OF HAZEL PARK	110-261-0000-0000-000-0060-54110000	HP 00503567	06/07/2024	0000011178	SIDEWALK REPLACEMENT		942.00
100321	CITY OF HAZEL PARK	110-293-0000-0000-300-0350-53130000	HP 00503567	06/07/2024	FB2023B	AUX POLICE 5/18/23-10/21/23		3,445.00
Vendor Total:								4,387.00
100308	COCHRANE SUPPLY	110-261-0000-0000-000-0065-55990000	HP 00503568	06/07/2024	1382191	MAINT. SUPPLIES		322.26.89
100308	COCHRANE SUPPLY	110-261-0000-0000-200-0065-55990000	HP 00503568	06/07/2024	1383617	MAINT. SUPPLIES		84.24
Vendor Total:								211.13
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00503569	06/07/2024	276961024	ACT#100011932769		132.76
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00503569	06/07/2024	284361024	ACT#100011932843		23.81
Vendor Total:								156.57
100018	CUSTOM FORM INC	110-261-0000-0000-300-0065-55990000	HP 00503570	06/07/2024	126371	SUPPLIES		100.00
Vendor Total:								100.00
100891	DAKOTA HIGH SCHOOL	110-293-0000-0000-300-0350-53191000	HP 00503571	06/07/2024	2594953	TRACK ATHLETE		20.00
Vendor Total:								20.00
100310	DAVIDS GOLD MEDAL	110-293-0000-0000-300-0350-55990000	HP 00503572	06/07/2024	6630	WRESTLING MAT TAPE		468.00
Vendor Total:								468.00
100361	DOWNRIVER	110-261-0000-0000-000-0065-55990000	HP 00503573	06/07/2024	2009024	MAINT. SUPPLIES		408.88
100361	DOWNRIVER	110-261-0000-0000-150-0065-55990000	HP 00503573	06/07/2024	2009094	ROOM 413 @ WEBB		589.95
100361	DOWNRIVER	110-261-0000-0000-300-0065-55990000	HP 00503573	06/07/2024	2007800	POOL BOILER PUMP AT HS		851.73
Vendor Total:								1,850.56
100533	DRAMATIC GRAPHICS	290-296-9460-0000-000-0450-57920000	HP 00503574	06/07/2024	2280	SOFTBALL ACTIVITY		784.00
Vendor Total:								784.00

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100313	DTE ENERGY	110-261-0000-0000-200-0065-55520000	HP 00503575	06/07/2024	69806624	ACT#910040946980		12,625.16
100313	DTE ENERGY	110-261-0000-0000-300-0065-55520000	HP 00503575	06/07/2024	212061024	ACT#920050742120		14,976.45
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00503575	06/07/2024	320771024	ACT#910040563207		1,164.92
							Vendor Total:	28,766.53
101377	EASTSIDE RACING	110-293-0000-0000-300-0350-53130000	HP 00503576	06/07/2024	1617	TRACK TIMING		350.00
							Vendor Total:	350.00
101132	ENTECH MEDICALL	220-213-0015-0000-600-0601-53130000	HP 00503577	06/07/2024	7224	NURSE		716.30
							Vendor Total:	716.30
100446	FAR THERAPEUTIC &	220-122-0120-0000-600-0600-53110000	HP 00503578	06/07/2024	34023	CREDIT?		513.64
100446	FAR THERAPEUTIC &	220-122-0190-0000-600-0602-53110000	HP 00503578	06/07/2024	37020	SXI		54.37
100446	FAR THERAPEUTIC &	220-122-0190-0000-600-0602-53110000	HP 00503578	06/07/2024	37025	SXI		108.75
100446	FAR THERAPEUTIC &	220-122-0193-0000-600-0601-53110000	HP 00503578	06/07/2024	37020	ASD		54.38
							Vendor Total:	731.14
101078	HAZEL PARK ANIMAL	290-296-9161-0000-000-0170-57920000	HP 00503579	06/07/2024	52024	FUNDRAISER AT UNITED OAKS		263.00
							Vendor Total:	263.00
100420	HERSCHS INC	110-261-0000-0000-000-0065-55990000	HP 00503580	06/07/2024	451445	MAINT. SUPPLIES		520.00
							Vendor Total:	520.00
101246	HILL, ASHLEY L	110-293-0000-0000-200-0250-53197000	HP 00503581	06/07/2024	1	UMPIRE FEES JR HIGH SOFTBALL		400.00
							Vendor Total:	400.00
101304	JANICE HOWARD	290-296-9213-0000-000-0200-57920000	HP 00503582	06/07/2024	52824	SAPIA AWARD		150.00
101304	JANICE HOWARD	290-296-9990-0000-000-0000-57920000	HP 00503582	06/07/2024	6524	JR VIKING - REIMBURSEMENT		242.91
							Vendor Total:	392.91
100323	JOSTENS INC	290-296-9323-0000-000-0300-57920000	HP 00503583	06/07/2024	34437244	INVEST GRADUATION SUPPLIES		251.93
100323	JOSTENS INC	290-296-9323-0000-000-0300-57920000	HP 00503583	06/07/2024	34169227	GRADUATION SUPPLIES		690.63
100323	JOSTENS INC	290-296-9323-0000-000-0300-57920000	HP 00503583	06/07/2024	34229438	GRADUATION SUPPLIES		1,245.12
100323	JOSTENS INC	290-296-9323-0000-000-0300-57920000	HP 00503583	06/07/2024	34370395	INVEST GRADUATION SUPPLIES		18.23
							Vendor Total:	2,205.91
101146	KUSKOWSKI, DANNY	110-293-0000-0000-300-0350-53199000	HP 00503584	06/07/2024	052824	REFEREE SCHEDULING FEE		85.00
							Vendor Total:	85.00
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-55610000	HP 00503585	06/07/2024	60663	CHARTWELLS - REPAIRS		432.59
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-55610000	HP 00503585	06/07/2024	60679	CHARTWELLS - REPAIRS		336.65
							Vendor Total:	769.24
101056	MACOMB SIGNS LLC	110-293-0000-0000-300-0350-55990000	HP 00503586	06/07/2024	8233	SR SPORTS BANNERS		840.00

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	840.00
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00503588	06/07/2024	2466354500	MAINT. SUPPLIES		7.37
							Vendor Total:	7.37
100276	MICHIGAN SPORTS	110-293-0000-0000-300-0350-53130000	HP 00503589	06/07/2024	893	ATHLETICS - REF		560.00
							Vendor Total:	560.00
100589	MILLENNIUM BUSINESS	110-113-0000-0000-560-0560-53220000	HP 00503590	06/07/2024	63578757	INVEST COPIER		410.59
							Vendor Total:	410.59
101383	MILNER-YOUNG , DEVON	290-296-9213-0000-000-0200-57920000	HP 00503591	06/07/2024	52024	SAPIA AWARD		150.00
							Vendor Total:	150.00
101382	MULTILANGUAGE SERVICES	110-226-0082-0000-000-0660-53130000	HP 00503592	06/07/2024	427275	INTERPRETING		163.40
							Vendor Total:	163.40
101379	OAKLAND BASKETBALL LLC	110-293-0000-0000-300-0350-57920000	HP 00503593	06/07/2024	52824	2024 GREG KAMPE TEAM CAMP		575.00
							Vendor Total:	575.00
100380	OAKLAND SCHOOLS	110-252-0000-0000-000-0060-53610000	HP 00503594	06/07/2024	87324	500 EARLY ON FLIERS		178.50
100380	OAKLAND SCHOOLS	110-252-0000-0000-000-0060-53610000	HP 00503594	06/07/2024	GR20125	HONORS NIGHT PROGRAM		842.50
100380	OAKLAND SCHOOLS	110-231-0000-0000-000-0060-53221000	HP 00503594	06/07/2024	A0002447	BUSINESS OFFICE TRAINING		32600.00
							Vendor Total:	1,521.00
101381	PAGE, MICHAEL J	290-296-9308-0000-000-0300-57920000	HP 00503595	06/07/2024	1	SUMMER YEARBOOK WRKSHOP		340.00
							Vendor Total:	340.00
100337	PETERSON GLASS CO	110-261-0000-0000-000-0065-55990000	HP 00503596	06/07/2024	25119	MAINT. SUPPLIES		425.79
100337	PETERSON GLASS CO	110-261-0000-0000-000-0065-55990000	HP 00503596	06/07/2024	25132	MAINT. SUPPLIES - FOR TRUCK		860.20
							Vendor Total:	1,285.99
100058	PHOENIX STONE COMPANY	110-261-0000-0000-000-0065-55990000	HP 00503597	06/07/2024	85295	SUPPLIES FOR ATH. FLD - MAINT		123.00
							Vendor Total:	123.00
101333	RICHARD GAGE DESIGN	110-113-0000-0000-300-0300-53110000	HP 00503598	06/07/2024	4321	ANT FARM		3,600.00
101333	RICHARD GAGE DESIGN	110-113-0000-0000-300-0300-53110000	HP 00503598	06/07/2024	4322	ANT FARM		2,400.00
							Vendor Total:	6,000.00
100749	SONITROL GREAT LAKES	110-266-0000-0000-000-0066-53190000	HP 00503599	06/07/2024	553326	EDISON SERVICE		296.64
100749	SONITROL GREAT LAKES	110-266-0000-0000-130-0066-53190000	HP 00503599	06/07/2024	555459	SECURITY SERVICES		275.00
							Vendor Total:	571.64
100740	SPECTRUM WIRELESS USA	110-271-0099-0000-000-0660-53210000	HP 00503600	06/07/2024	0000006294	Operating Checking Account		280.00
							Vendor Total:	280.00
100046	THE DAVEY TREE EXPERT	110-261-0000-0000-000-0065-53190000	HP 00503601	06/07/2024	918513581	MAINT. SERVICE		2,096.02

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	2,096.02
100032	VERIZON WIRELESS	110-261-0000-0000-000-0065-53410000	HP 00503602	06/07/2024	9964189130	CELL PHONES		153.51
							Vendor Total:	153.51
100208	WORTHINGTON II, JOHN	110-293-0000-0000-300-0350-53199000	HP 00503603	06/07/2024	2	TRACK MEET TIMER		150.00
							Vendor Total:	150.00
100347	BILLINGS LAWN EQUIPMENT	110-261-0000-0000-000-0065-55990000	HP 00503604	06/14/2024	467254	MAINT. SUPPLIES		225.28
							Vendor Total:	225.28
100308	COCHRANE SUPPLY	110-261-0000-0000-300-0065-55990000	HP 00503605	06/14/2024	1384448	MAINT. SUPPLIES		28.33
							Vendor Total:	28.33
100309	CONSUMERS ENERGY	110-261-0000-0000-300-0065-55510000	HP 00503606	06/14/2024	890262724	ACT#100000008902		1,468.83
100309	CONSUMERS ENERGY	110-261-0000-0000-550-0065-55510000	HP 00503606	06/14/2024	88117324	ACT#100000008811		26.52
100309	CONSUMERS ENERGY	110-261-0000-0000-550-0065-55510000	HP 00503606	06/14/2024	02577324	ACT#100068070257		134.83
100309	CONSUMERS ENERGY	110-261-0000-0000-200-0065-55510000	HP 00503606	06/14/2024	88377324	ACT#100000008837		192.42
100309	CONSUMERS ENERGY	110-261-0000-0000-130-0065-55510000	HP 00503606	06/14/2024	891062724	ACT#100000008910		118.31
100309	CONSUMERS ENERGY	110-261-0000-0000-150-0065-55510000	HP 00503606	06/14/2024	893662724	ACT#100000008936		76.32
100309	CONSUMERS ENERGY	110-261-0000-0000-150-0065-55510000	HP 00503606	06/14/2024	895162724	ACT#100000008951		977.08
100309	CONSUMERS ENERGY	110-261-0000-0000-170-0065-55510000	HP 00503606	06/14/2024	88457324	ACT#100000008845	325	173.88
100309	CONSUMERS ENERGY	110-261-0000-0000-190-0065-55510000	HP 00503606	06/14/2024	87957324	ACT#100000008795		163.82
100309	CONSUMERS ENERGY	110-261-0000-0000-560-0065-55510000	HP 00503606	06/14/2024	89697524	ACT#100000008969		395.94
100309	CONSUMERS ENERGY	110-261-0000-0000-650-0065-55510000	HP 00503606	06/14/2024	46697324	ACT#103035624669		204.41
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00503606	06/14/2024	88607324	ACT#100000008860		37.56
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00503606	06/14/2024	88787324	ACT#100000008878		134.06
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00503606	06/14/2024	894462724	ACT#100000008944		91.45
100309	CONSUMERS ENERGY	110-261-0000-0000-083-0065-55510000	HP 00503606	06/14/2024	88867324	ACT#100000008886		60.70
							Vendor Total:	4,256.13
100361	DOWNRIVER	110-261-0000-0000-000-0065-55990000	HP 00503607	06/14/2024	2011631	MAINT. SUPPLIES		182.16
							Vendor Total:	182.16
100313	DTE ENERGY	110-261-0000-0000-550-0065-55520000	HP 00503608	06/14/2024	39647224	ACT#920006433964		1,250.71
100313	DTE ENERGY	110-261-0000-0000-300-0065-55520000	HP 00503608	06/14/2024	66637224	ACT#910031816663		171.83
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00503608	06/14/2024	50887124	ACT#910005745088		2,317.49
100313	DTE ENERGY	110-261-0000-0000-130-0065-55520000	HP 00503608	06/14/2024	54687224	ACT#910005745468		5,405.19
100313	DTE ENERGY	110-261-0000-0000-560-0065-55520000	HP 00503608	06/14/2024	09787224	ACT#910013450978		1,934.29
100313	DTE ENERGY	110-261-0000-0000-650-0065-55520000	HP 00503608	06/14/2024	64427324	ACT#910039996442		3,885.48
100313	DTE ENERGY	110-261-0000-0000-170-0065-55520000	HP 00503608	06/14/2024	49747124	ACT#910005744974		6,377.77

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100313	DTE ENERGY	110-261-0000-0000-190-0065-55520000	HP 00503608	06/14/2024	56097224	ACT#910005745609		2,621.68
100313	DTE ENERGY	110-261-0000-0000-150-0065-55520000	HP 00503608	06/14/2024	21127324	ACT#920050742112		11,647.82
100313	DTE ENERGY	110-261-0000-0000-083-0065-55520000	HP 00503608	06/14/2024	16917124	ACT#910039981691		36.54
100313	DTE ENERGY	110-261-0000-0000-000-0065-55520000	HP 00503608	06/14/2024	53517224	ACT#910005745351		36.53
Vendor Total:								35,685.33
100681	GREYSTONE GARDENS INC	290-296-9610-0000-000-0600-57920000	HP 00503609	06/14/2024	14	GREENHOUSE ACTIVITY		6,672.15
Vendor Total:								6,672.15
101301	INTERKAL LLC	420-456-0000-9926-000-0000-56220000	HP 00503610	06/14/2024	69126	New Indoor Bleachers, Gymnasiu	P2400149	210,790.00
Vendor Total:								210,790.00
100451	J W PEPPER & SONS	110-112-0000-0000-200-0200-55110000	HP 00503611	06/14/2024	365982714	2023/24 Blanket Purchase Order	P2400100	230.00
100451	J W PEPPER & SONS	110-112-0000-0000-200-0200-53110000	HP 00503611	06/14/2024	365982714	OVERAGE OF PO		20.00
Vendor Total:								250.00
100868	KS VENTURES INC	110-261-0000-0000-130-0065-53190000	HP 00503612	06/14/2024	32586	HOOVER SERVICE		2,300.00
100868	KS VENTURES INC	110-261-0000-0000-130-0065-53190000	HP 00503612	06/14/2024	32649	HOOVER SERVICE		2,300.00
100868	KS VENTURES INC	110-261-0000-0000-130-0065-53190000	HP 00503612	06/14/2024	32650	MAINT. SERVICE		2,300.00
Vendor Total:								6,900.00
101350	LUCAS, ALLISON	110-216-0041-0000-300-0660-53210000	HP 00503613	06/14/2024	6724	TRANSPORTATION		260.00
Vendor Total:								260.00
100159	MICHIGAN ASSOC OF	110-231-0000-0000-000-0060-57410000	HP 00503614	06/14/2024	INV124830	PAYMENT WITH CREDIT		137.99
Vendor Total:								137.99
101052	NORTHSTAR MAT SERVICE	110-113-0000-0000-300-0300-54910000	HP 00503616	06/14/2024	0663790	HPHS		230.63
101052	NORTHSTAR MAT SERVICE	110-112-0000-0000-200-0200-54910000	HP 00503616	06/14/2024	0663790	HPJH		135.22
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-170-0170-54910000	HP 00503616	06/14/2024	0663790	UNITED OAKS		84.77
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-130-0130-54910000	HP 00503616	06/14/2024	0663790	HOOVER		70.51
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-150-0150-54910000	HP 00503616	06/14/2024	0663790	WEBB		54.06
101052	NORTHSTAR MAT SERVICE	110-252-0000-0000-000-0060-54910000	HP 00503616	06/14/2024	0663790	ADMIN		62.84
101052	NORTHSTAR MAT SERVICE	110-113-0000-0000-400-0400-54910000	HP 00503616	06/14/2024	0663790	ADVANTAGE		58.45
101052	NORTHSTAR MAT SERVICE	230-351-0000-0000-190-0230-54910000	HP 00503616	06/14/2024	0663790	WEBSTER		104.51
101052	NORTHSTAR MAT SERVICE	220-122-0120-0000-600-0600-54910000	HP 00503616	06/14/2024	0663790	JARDON		123.15
Vendor Total:								924.14
100338	QUICK MADE SIGNS &	110-293-0000-0000-300-0350-53191000	HP 00503617	06/14/2024	3056	HONOR THE VETS @ SOFTBALL		50.00
100338	QUICK MADE SIGNS &	110-293-0000-0000-300-0350-53191000	HP 00503617	06/14/2024	3057	ATHLETIC AWARD PLAQUES		172.50
100338	QUICK MADE SIGNS &	110-293-0000-0000-300-0350-53191000	HP 00503617	06/14/2024	3058	WRESTLING REWARDS		30.00
Vendor Total:								252.50

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503618	06/14/2024	2850/2401120	PAYROLL		420.00
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503618	06/14/2024	2850/2401120	PAYROLL		633.41
							Vendor Total:	1,053.41
100609	DAVID RUSKIN	110-000-0000-0000-000-0000-24516000	HP 00503619	06/14/2024	2850/2401120	PAYROLL		141.20
100609	DAVID RUSKIN	110-000-0000-0000-000-0000-24516000	HP 00503619	06/14/2024	2850/2401120	PAYROLL		415.38
							Vendor Total:	556.58
100413	MCGRAW HILL BOOK CO	110-111-0000-0000-400-0401-55110000	HP 00503620	06/14/2024	132173929001	Corrective Reading Decoding 20	P2400238	452.40
100413	MCGRAW HILL BOOK CO	110-111-0000-0000-400-0401-55110000	HP 00503620	06/14/2024	132173929001	Corrective Reading Comprehensi	P2400238	452.40
100413	MCGRAW HILL BOOK CO	110-111-0000-0000-400-0401-55110000	HP 00503620	06/14/2024	132173929001	Level A Comprehension - Studen	P2400238	175.42
100413	MCGRAW HILL BOOK CO	110-111-0000-0000-400-0401-55110000	HP 00503620	06/14/2024	132173929001	Level B1 Comprehension - stude	P2400238	268.25
100413	MCGRAW HILL BOOK CO	110-111-0000-0000-400-0401-55110000	HP 00503620	06/14/2024	132173929001	Level B2 Comprehension - stude	P2400238	153.33
100413	MCGRAW HILL BOOK CO	110-111-0000-0000-400-0401-55110000	HP 00503620	06/14/2024	132173929001	Level C Comprehension - studen	P2400238	365.24
100413	MCGRAW HILL BOOK CO	110-111-0000-0000-400-0401-55110000	HP 00503620	06/14/2024	132173929001	Level C Comprehension - studen	P2400238	186.77
							Vendor Total:	2,053.81
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503621	06/14/2024	2800/2401120	PAYROLL		88.05
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503621	06/14/2024	2800/2401120	PAYROLL		105.06
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503621	06/14/2024	2800/2401120	PAYROLL		327144.60
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503621	06/14/2024	2800/2401120	PAYROLL		134.02
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503621	06/14/2024	2800/2401120	PAYROLL		161.25
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503621	06/14/2024	2800/2401120	PAYROLL		52.64
							Vendor Total:	685.62
100458	ACE TRANSPORTATION	110-331-0000-6010-000-6010-55990000	HP 00503622	06/24/2024	2025521	TRANSPORTATION		2,100.00
							Vendor Total:	2,100.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210905	Unit 1 Grad 10 ARC Core Litrac	P2400237	8,000.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	Unit 2 High School Research La	P2400237	160.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210458	ARC CORE SY23/24 - Standard CI	P2400010	2,475.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210708	ARC CORE SY23/24 - Standard CI	P2400010	2,475.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210905	IRLA Secondary Toolkit: Full	P2400237	2,100.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210905	Skills Card Set (IRLA): High S	P2400237	400.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210905	Hook Book Collection Grade 10	P2400237	2,625.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210905	ARC Literacy Lab Paired Core T	P2400237	1,560.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210905	ARC Accelerator Secondary Fram	P2400237	330.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210905	Unit 1 High School ARC Literac	P2400237	160.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000211124	ARC CORE SY23/24 - Standard CI	P2400010	2,300.00

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101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000211214	ARC CORE SY23/24 - Standard CI	P2400010	2,475.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000211339	ARC CORE SY23/24 - Standard CI	P2400010	2,475.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000211854	ARC CORE SY23/24 - Standard CI	P2400010	2,300.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212196	ARC CORE SY23/24 - Standard CI	P2400010	2,475.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212282	ARC CORE SY23/24 - Standard CI	P2400010	2,300.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	Unit 2 Grade 10- Research Lab	P2400237	4,200.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	Research Card Latin America (V	P2400237	60.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	Skills cards writing set- info	P2400237	300.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	SS Latin America Bk	P2400237	440.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	SS Latin America BR	P2400237	520.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	SS Latin America Or	P2400237	440.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	SS Latin America Pu	P2400237	520.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000212892	SS Latin America Si-Gi	P2400237	520.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210378	ARC CORE SY23/24 - Standard CI	P2400010	2,475.00
101104	AMERICAN READING	110-221-0000-0000-000-0221-55110000	HP 00503623	06/24/2024	0000210413	ARC CORE SY23/24 - Standard CI	P2400010	2,475.00
Vendor Total:								46,560.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503624	06/24/2024	541351	PHYSICAL EXAM		328 50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503624	06/24/2024	541570	PHYSICAL EXAM & TB TEST		78.00
Vendor Total:								128.00
100347	BILLINGS LAWN EQUIPMENT	110-261-0000-0000-000-0065-55990000	HP 00503625	06/24/2024	468074	MAINT. SUPPLIES		61.39
Vendor Total:								61.39
100065	CITY OF FERNDALE	110-232-0000-0000-000-0060-53190000	HP 00503626	06/24/2024	240006008	BOND ELECTION SUPPLIES/LABOR		5,043.25
Vendor Total:								5,043.25
100660	GOFF, CJ	110-293-0000-0000-300-0350-53190000	HP 00503627	06/24/2024	61124	BASKETBALL CAMP		250.00
Vendor Total:								250.00
100888	CONSTELLATION	110-261-0000-0000-200-0065-55520000	HP 00503628	06/24/2024	4048273	JR HIGH		508.82
100888	CONSTELLATION	110-261-0000-0000-300-0065-55520000	HP 00503628	06/24/2024	4048273	HIGH SCHOOL		1,500.08
100888	CONSTELLATION	110-261-0000-0000-550-0065-55520000	HP 00503628	06/24/2024	4048273	LONGFELLOW		94.25
100888	CONSTELLATION	110-261-0000-0000-560-0065-55520000	HP 00503628	06/24/2024	4048273	ROOSEVELT		215.12
100888	CONSTELLATION	110-261-0000-0000-130-0065-55520000	HP 00503628	06/24/2024	4048273	HOOVER		183.53
100888	CONSTELLATION	110-261-0000-0000-150-0065-55520000	HP 00503628	06/24/2024	4048273	WEBB		1,437.16
100888	CONSTELLATION	110-261-0000-0000-190-0065-55520000	HP 00503628	06/24/2024	4048273	WEBSTER		849.76
100888	CONSTELLATION	110-261-0000-0000-170-0065-55520000	HP 00503628	06/24/2024	4048273	UNITED OAKS		702.79
100888	CONSTELLATION	110-261-0000-0000-600-0065-55520000	HP 00503628	06/24/2024	4048273	JARDON		47.26

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100888	CONSTELLATION	110-261-0000-0000-650-0065-55520000	HP 00503628	06/24/2024	4048273	EDISON		655.54
100888	CONSTELLATION	110-261-0000-0000-083-0065-55520000	HP 00503628	06/24/2024	4048273	45 E PEARL		115.39
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00503628	06/24/2024	4048273	1620 E ELZA		330.51
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00503628	06/24/2024	4048273	MAINT GARAGE		975.60
							Vendor Total:	7,615.81
100940	DALTON, DAVID	110-252-0000-0000-000-0060-53610000	HP 00503629	06/24/2024	DDCCP53124	HPHS PHOTOS		300.00
							Vendor Total:	300.00
100361	DOWNRIVER	110-261-0000-0000-000-0065-55990000	HP 00503630	06/24/2024	2012285	MAINT. SUPPLIES		418.51
100361	DOWNRIVER	110-261-0000-0000-000-0065-55990000	HP 00503630	06/24/2024	2012294	MAINT. SUPPLIES		92.21
100361	DOWNRIVER	110-261-0000-0000-000-0065-55990000	HP 00503630	06/24/2024	2012411	INV. LESS TAXES CK 503573		39.84
							Vendor Total:	550.56
101132	ENTECH MEDICALL	220-213-0015-0000-600-0601-53130000	HP 00503631	06/24/2024	7550	AIDE		185.96
							Vendor Total:	185.96
100374	FEDERAL PIPE & SUPPLY	110-113-0000-2230-300-2230-55110000	HP 00503632	06/24/2024	739107	SUPPLIES		439.00
							Vendor Total:	439.00
101150	FEDEX FREIGHT	110-261-0000-0000-000-0065-53190000	HP 00503633	06/24/2024	852289857	SHIPPING		74.47
101150	FEDEX FREIGHT	110-261-0000-0000-000-0065-53190000	HP 00503633	06/24/2024	852289858	SHIPPING		100.00
101150	FEDEX FREIGHT	110-261-0000-0000-000-0065-53190000	HP 00503633	06/24/2024	852289859	SHIPPING		70.03
							Vendor Total:	244.50
100640	FIBER LINK INC	110-284-0000-0000-000-0284-53190000	HP 00503634	06/24/2024	19748	MISS DIG TICKETS		39.00
							Vendor Total:	39.00
100008	HAZEL PARK YOUTH	110-232-0000-0000-000-0060-57410000	HP 00503635	06/24/2024	61724	ANNUAL SPONSORSHIP OF HPYA		3,000.00
							Vendor Total:	3,000.00
100323	JOSTENS INC	290-296-9323-0000-000-0300-57920000	HP 00503636	06/24/2024	34189013	INVEST GRADUATION SUPPLIES		215.28
100323	JOSTENS INC	290-296-9323-0000-000-0300-57920000	HP 00503636	06/24/2024	1064172101	GRADUATION SUPPLIES		315.00
100323	JOSTENS INC	290-296-9323-0000-000-0300-57920000	HP 00503636	06/24/2024	1064172521	GRADUATION SUPPLIES		448.95
100323	JOSTENS INC	290-296-9200-0000-000-0200-57920000	HP 00503636	06/24/2024	1382483	HPJH YEARBOOKS		483.81
100323	JOSTENS INC	290-296-9308-0000-000-0300-57920000	HP 00503636	06/24/2024	1372210	YEARBOOK		275.13
							Vendor Total:	1,738.17
100203	KENS TREE SERVICE LLC	110-261-0000-0000-000-0065-53190000	HP 00503637	06/24/2024	1897	TREE REMOVAL		6,000.00
							Vendor Total:	6,000.00
100868	KS VENTURES INC	110-261-0000-0000-300-0065-53190000	HP 00503638	06/24/2024	32725	CONTROLLER - HPHS		2,300.00
100868	KS VENTURES INC	110-261-0000-0000-300-0065-53190000	HP 00503638	06/24/2024	32677	CONTROLLER - HPHS		2,300.00

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	4,600.00
100575	MACOMB AREA CONFERNCE	E10-293-0000-0000-300-0350-57410000	HP 00503639	06/24/2024	202425	CONFERENCE DUES/FEES		1,000.00
							Vendor Total:	1,000.00
101315	MACOMB SALES & SERVICE	E250-297-0000-0000-000-0000-55610000	HP 00503640	06/24/2024	60785	CHARTWELLS - REPAIRS		979.45
101315	MACOMB SALES & SERVICE	E250-297-0000-0000-000-0000-55610000	HP 00503640	06/24/2024	60794	CHARTWELLS - REPAIRS		387.50
101315	MACOMB SALES & SERVICE	E250-297-0000-0000-000-0000-55610000	HP 00503640	06/24/2024	60814	CHARTWELLS - REPAIRS		977.72
							Vendor Total:	2,344.67
101273	MADISON HEIGHTS PLBG &	110-261-0000-0000-150-0065-55990000	HP 00503641	06/24/2024	190553A	MAINT. SUPPLIES		237.24
							Vendor Total:	237.24
101389	MASTER LOCK COMPANY	110-241-0000-0000-200-0200-55910000	HP 00503642	06/24/2024	266275	HPJH OFFICE SUPPLIES		24.92
							Vendor Total:	24.92
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00503643	06/24/2024	2469972800	MAINT. SUPPLIES		76.08
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00503643	06/24/2024	2471165500	MAINT. SUPPLIES		16.96
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00503643	06/24/2024	2471193000	MAINT. SUPPLIES		173.40
							Vendor Total:	266.44
100136	MICHIGAN ARTS ACCESS	110-122-0000-9100-170-0660-53110000	HP 00503644	06/24/2024	AIRHZP20242	AIR PROGRAM - IST AND 2ND		35175.00
							Vendor Total:	5,175.00
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		80.03
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		78.16
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		36.65
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		78.84
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		2.17
100589	MILLENNIUM BUSINESS	110-241-0000-0000-170-0170-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		5.49
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		415.80
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		59.63
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-125-0000-0000-400-0400-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78

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100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		69.64
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.80
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		154.25
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		118.02
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		145.56
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		169.89
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54129000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		115.74
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		331108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00503645	06/24/2024	36806736	MILLENNIUM INVOICE		108.78
Vendor Total:								3,803.63
100170	NAGY, RONALD	110-293-0000-0000-300-0350-53130000	HP 00503646	06/24/2024	43024	WRESTLING REF		75.00
Vendor Total:								75.00
100461	NOVA ENVIRONMENTAL INC	110-261-0000-0000-000-0065-53190000	HP 00503647	06/24/2024	16638	VARIOUS PROJECT MANAGEMENT		5,648.75
100461	NOVA ENVIRONMENTAL INC	110-261-0000-0000-000-0065-53190000	HP 00503647	06/24/2024	16636	ON SITE INSPECTION -		570.00
100461	NOVA ENVIRONMENTAL INC	110-452-0000-9922-300-0000-53190000	HP 00503647	06/24/2024	16637	INSPECTION		1,797.00
Vendor Total:								8,015.75
101390	PEDESTAL PAINTING LLC	110-261-0000-0000-000-0065-53190000	HP 00503649	06/24/2024	00294	PAINTING		1,200.00
Vendor Total:								1,200.00
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00503650	06/24/2024	61224	AI		451.42
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00503650	06/24/2024	61224	CAP		185.32
Vendor Total:								636.74
100338	QUICK MADE SIGNS &	110-293-0000-0000-300-0350-57920000	HP 00503651	06/24/2024	3065	UPDATED PLATE		15.00
Vendor Total:								15.00
100046	THE DAVEY TREE EXPERT	110-261-0000-0000-000-0065-53190000	HP 00503652	06/24/2024	918609585	IRRIGATION		300.00

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100046	THE DAVEY TREE EXPERT	110-261-0000-0000-000-0065-55990000	HP 00503652	06/24/2024	918585279	IRRIGATION		850.00
							Vendor Total:	1,150.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-300-0065-53155000	HP 00503653	06/24/2024	61924	23400 HUGHES		111.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-550-0065-53155000	HP 00503653	06/24/2024	61924	570 E MAPLEDALE		118.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-150-0065-53155000	HP 00503653	06/24/2024	61924	2100 WDWRD HTS - WEBB		63.25
100364	VIGILANTE SECURITY INC	110-261-0000-0000-170-0065-53155000	HP 00503653	06/24/2024	61924	1001 E HARY		69.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-190-0065-53155000	HP 00503653	06/24/2024	61924	431 W JARVIS		103.50
100364	VIGILANTE SECURITY INC	110-261-0000-0000-200-0065-53155000	HP 00503653	06/24/2024	61924	22770 HIGHLAND		111.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-083-0065-53155000	HP 00503653	06/24/2024	61924	45 E PEARL		30.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-130-0065-53155000	HP 00503653	06/24/2024	61924	23720 HOOVER		111.50
100364	VIGILANTE SECURITY INC	110-261-0000-0000-060-0065-53155000	HP 00503653	06/24/2024	61924	1620 E ELZA		128.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-060-0065-53155000	HP 00503653	06/24/2024	61924	MAINT GARAGE		43.00
100364	VIGILANTE SECURITY INC	110-266-0000-0000-170-0066-53190000	HP 00503653	06/24/2024	740723	UO SECURITY		170.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-560-0065-53155000	HP 00503653	06/24/2024	61924	24131 STEPHENSON		35.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-600-0065-53155000	HP 00503653	06/24/2024	61924	2100 WDWRD HTS - JARDON		63.25
100364	VIGILANTE SECURITY INC	110-271-0000-0000-000-0061-53155000	HP 00503653	06/24/2024	61924	TRANSPORTATION		43.00
100364	VIGILANTE SECURITY INC	250-297-0000-0000-000-0000-53190000	HP 00503653	06/24/2024	61924	HP SCHOOLS FREEZERS		332 17.50
							Vendor Total:	1,217.00
100395	WEINGARTZ SUPPLY	110-261-0000-0000-000-0065-55990000	HP 00503654	06/24/2024	1094407900	MOWER BLADE		143.94
100395	WEINGARTZ SUPPLY	110-261-0000-0000-000-0065-55990000	HP 00503654	06/24/2024	6045095100	MAINT. LAWN SUPPLIES		143.94
							Vendor Total:	287.88
100644	WISE, JEFFREY	230-351-0000-0000-190-0230-53190000	HP 00503655	06/24/2024	6624	FIRE INSPECTION @ HOOVER		375.00
100644	WISE, JEFFREY	230-351-0000-0000-190-0230-53190000	HP 00503655	06/24/2024	6624A	FIRE INSPECTION @ UO		375.00
							Vendor Total:	750.00
101393	YASSER, YOURA	110-113-0000-0000-300-0300-55990000	HP 00503656	06/24/2024	62424	RED CROSS SCHOLARSHIP		250.00
							Vendor Total:	250.00
101162	ALRO STEEL CORPORATION	110-113-0000-2230-300-2230-55110000	HP 00503657	06/27/2024	EFX6252TZ	HS WELDING CLASS		223.45
							Vendor Total:	223.45
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00503658	06/27/2024	7616	KEYS - MAINT. SUPPLIES		49.70
							Vendor Total:	49.70
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		266.80
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		141.25
100322	CITY HAZEL PARK WATER	110-261-0000-0000-066-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		99.40
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		197.05

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		378.40
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		43.60
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		113.35
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		43.60
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		894.55
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		406.30
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		43.60
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		490.00
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		57.55
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		2,094.25
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		224.95
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		434.20
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		252.85
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		43.60
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00503659	06/27/2024	5012024	CITY OF HP WATER BILL MAY		852.70
							Vendor Total:	7,078.00
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00503660	06/27/2024	276971124	ACT#100011932769		333198.60
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00503660	06/27/2024	284371124	ACT#100011932843		28.97
							Vendor Total:	227.57
100361	DOWNRIVER	110-261-0000-0000-000-0065-55990000	HP 00503661	06/27/2024	2015420	MAINT. SUPPLIES		172.21
							Vendor Total:	172.21
100313	DTE ENERGY	110-261-0000-0000-200-0065-55520000	HP 00503662	06/27/2024	69807824	ACT#910040946980		2,363.91
100313	DTE ENERGY	110-261-0000-0000-650-0065-55520000	HP 00503662	06/27/2024	644271124	ACT#910039996442		3,533.77
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00503662	06/27/2024	21207824	ACT#920050742120		16,854.46
							Vendor Total:	22,752.14
101397	ESTR PUBLICATIONS LTD	220-226-0081-0000-650-0650-55910000	HP 00503663	06/27/2024	44696	TRS/TRS PARENT FORM		132.20
							Vendor Total:	132.20
101358	IBH ANALYTICS LLC	110-391-0000-9010-000-9010-53190000	HP 00503664	06/27/2024	3	EVALUATION WORK - YEAR 1		3,000.00
							Vendor Total:	3,000.00
101170	IMPRESSIVE TILE	110-261-0000-0000-000-0065-55990000	HP 00503665	06/27/2024	240609013	MAINT. SUPPLIES		1,357.05
							Vendor Total:	1,357.05
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-55610000	HP 00503666	06/27/2024	60865	CHARTWELLS - REPAIRS		1,114.24
							Vendor Total:	1,114.24
100589	MILLENNIUM BUSINESS	110-113-0000-0000-560-0560-54220000	HP 00503667	06/27/2024	36806737	INVEST COPIER		432.97

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Check Date From 6/1/2024 TO 6/30/2024

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	432.97
100001	OAKLAND UNIVERSITY	110-221-0000-3890-000-3890-53190000	HP 00503668	06/27/2024	99792430B	BYRON LOTT - TUITION		4,357.50
							Vendor Total:	4,357.50
100060	PLANTE MORAN PLLC	110-231-0000-0000-000-0060-53180000	HP 00503669	06/27/2024	10136997B	PROFESSIONAL SERVICES		12,517.25
100060	PLANTE MORAN PLLC	110-231-0000-0000-000-0060-53180000	HP 00503669	06/27/2024	2299975	2023 AUDIT SERVICES		15,000.00
							Vendor Total:	27,517.25
100013	SECRETST WARDLE LYNCH	110-231-0000-0000-000-0060-53170000	HP 00503670	06/27/2024	1495942	LEGAL SERVICES THROUGH 5/31		617.02
							Vendor Total:	617.02
100749	SONITROL GREAT LAKES	110-266-0000-0000-300-0066-54910000	HP 00503671	06/27/2024	557557	MONTHLY SERVICE CHARGE		3,936.27
							Vendor Total:	3,936.27
100032	VERIZON WIRELESS	110-261-0000-0000-000-0065-53415000	HP 00503672	06/27/2024	9966647753	CELL PHONES		153.51
							Vendor Total:	153.51
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503673	06/27/2024	2850/2401130	PAYROLL		420.00
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503673	06/27/2024	2850/2401130	PAYROLL		633.41
							Vendor Total:	1,053.41
100609	DAVID RUSKIN	110-000-0000-0000-000-0000-24516000	HP 00503674	06/27/2024	2850/2401130	PAYROLL		15.38
100609	DAVID RUSKIN	110-000-0000-0000-000-0000-24516000	HP 00503674	06/27/2024	2850/2401130	PAYROLL		141.20
							Vendor Total:	556.58
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503675	06/27/2024	2800/2401130	PAYROLL		88.05
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503675	06/27/2024	2800/2401130	PAYROLL		161.25
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503675	06/27/2024	2800/2401130	PAYROLL		144.60
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503675	06/27/2024	2800/2401130	PAYROLL		105.06
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503675	06/27/2024	2800/2401130	PAYROLL		134.02
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503675	06/27/2024	2800/2401130	PAYROLL		52.64
							Vendor Total:	685.62
Total # of Checks: 165							Grand Total:	1,389,916.10
End of Report								

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100409	FRONTLINE EDUCATION	110-283-0000-0000-000-0060-54140000	EH 00001177	07/01/2024	INVUS199331	FRONTLINE CENTRAL SOLUTION		14,010.34
100409	FRONTLINE EDUCATION	110-283-0000-0000-000-0060-54140000	EH 00001177	07/01/2024	INVUS206945	PROF. LEARNING & FRMWK FOR		14,885.39
100409	FRONTLINE EDUCATION	110-283-0000-0000-000-0060-54140000	EH 00001177	07/01/2024	INVUS205184	ABSENCE & TIME SOLUTION		22,531.03
Vendor Total:								51,426.76
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001178	07/01/2024	208134132375	Achieve It! Raised Print Langu	P2400326	131.25
Vendor Total:								131.25
100867	TRAFERA LLC	420-284-0000-9900-000-0284-56420000	EH 00001179	07/01/2024	I001059698	CHROMEBOOKS		194,350.00
Vendor Total:								194,350.00
100351	AIRGAS GREAT LAKES	110-113-0000-2230-300-2230-55110000	EH 00001180	07/17/2024	9151430930	WELDING CLASS SUPPLIES		400.93
Vendor Total:								400.93
100550	AMAZON CAPITAL SERVICES	330-351-0000-0000-150-0230-55110000	EH 00001181	07/17/2024	1DH1CRJWJHNA	Little SPOT of Emotion 8 Plu	P2400341	41.50
100550	AMAZON CAPITAL SERVICES	330-351-0000-0000-150-0230-55110000	EH 00001181	07/17/2024	1DH1CRJWJHNA	Little SPOT Emotional Regula	P2400341	47.81
100550	AMAZON CAPITAL SERVICES	330-391-0000-9016-000-9016-55990000	EH 00001181	07/17/2024	1QCDPQG7L3F	COMMUNITY SCHOOLS GRANT		577.80
100550	AMAZON CAPITAL SERVICES	330-391-0000-9016-000-9016-55990000	EH 00001181	07/17/2024	1PHJTW3H117	COMMUNITY SCHOOLS GRANT		2,581.73
100550	AMAZON CAPITAL SERVICES	330-232-0000-0000-000-0060-55910000	EH 00001181	07/17/2024	1FPGWRGQK4	TONER FOR STUDENT SERVICES		154.79
Vendor Total:								3,403.63
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55610000	EH 00001182	07/17/2024	42024	APR 24 NET PRODUCT COST		116,774.36
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55610000	EH 00001182	07/17/2024	62024	JUNE 2024 NET PRODUCT COST		-5,033.11
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55640000	EH 00001182	07/17/2024	42024	APR 24 TOTAL OTHER COSTS		19,723.64
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55640000	EH 00001182	07/17/2024	62024	JUNE 2024 TOTAL OTHER COSTS		16,380.04
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53150000	EH 00001182	07/17/2024	42024	APR 24 SUPERV. & CLERICAL		14,782.57
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53150000	EH 00001182	07/17/2024	62024	JUNE 2024 SUPERV. & CLERICAL		13,540.84
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53151000	EH 00001182	07/17/2024	62024	JUNE 2024 ADMIN & FEE EXPENSE		8,128.15
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53151000	EH 00001182	07/17/2024	42024	APR 24 ADMIN & FEE EXPENSE		10,265.77
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53190000	EH 00001182	07/17/2024	42024	APR 24 DIRECT LABOR		78,039.06
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53190000	EH 00001182	07/17/2024	62024	JUNE 2024 DIRECT LABOR		30,647.59
Vendor Total:								303,248.91
101356	FACILITIES MANAGEMENT	110-284-0000-0000-000-0284-53450000	EH 00001183	07/17/2024	32010	SOFTWARE		9,740.09
Vendor Total:								9,740.09
100810	FOXBRIGHT	110-284-0000-0000-000-0284-54140000	EH 00001184	07/17/2024	INV001503	CMS HOSTING, MAINT., SUPPORT		4,130.00
Vendor Total:								4,130.00
100409	FRONTLINE EDUCATION	110-283-0000-0000-000-0060-54140000	EH 00001185	07/17/2024	INVUS209736	EMPLOYEE EVALUATION		9,758.01
Vendor Total:								9,758.01
100319	G N E PAINT & SUPPLY	110-261-0000-0000-000-0065-55990000	EH 00001186	07/17/2024	0389071IN	MAINT. SUPPLIES		1,376.21

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	1,376.21
100574	INSTITUTE FOR EXCELLENCE	0-232-0000-0000-000-0060-53150000	EH 00001187	07/17/2024	2025085	EPICENTER HOSTING SVCS 2024/25		2,500.00
							Vendor Total:	2,500.00
100430	JG POLY SALES	110-261-0000-0000-000-0065-55990000	EH 00001188	07/17/2024	2923	CUSTODIAL SUPPLIES		8,965.50
100430	JG POLY SALES	110-261-0000-0000-000-0065-55990000	EH 00001188	07/17/2024	2921	CUSTODIAN SUPPLIES		863.85
							Vendor Total:	9,829.35
100948	KINGSCOTT ASSOCIATES INC	20-452-0000-9922-300-0000-53190000	EH 00001189	07/17/2024	0017529	HP COMMUNITY CENTER		7,225.00
							Vendor Total:	7,225.00
100380	OAKLAND SCHOOLS	110-113-0000-0000-560-0560-53110000	EH 00001190	07/17/2024	A0002505	STAMP ASSESSMENTS		90.00
100380	OAKLAND SCHOOLS	110-232-0000-0000-000-0060-57410000	EH 00001190	07/17/2024	A0002552	K-12 ALLIANCE		750.00
100380	OAKLAND SCHOOLS	110-252-0000-0000-000-0060-58220000	EH 00001190	07/17/2024	A0002540	MiPEER CONSORTIUM		34,768.25
							Vendor Total:	35,608.25
101394	PBC GURU LLC	110-221-0000-0000-000-0221-57410000	EH 00001191	07/17/2024	INV503153	BOOKBREAK ELEM. ANUL		1,613.00
							Vendor Total:	1,613.00
100428	ROYAL ROOFING	110-261-0000-0000-000-0065-54110000	EH 00001192	07/17/2024	S125317	MAINT. SERVICE		384.00
							Vendor Total:	384.00
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Elite Image Remanufactured Ton	P2400335	130.01
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Achieve It! Raised Print Socia	P2400335	131.25
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Achieve It! Mathematics Recogn	P2400335	79.50
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Crescent Die-Cut Mat Boards, 1	P2400335	96.30
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Elite Image Remanufactured Ton	P2400335	130.01
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	School Smart No 2 Pencils,	P2400335	39.12
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Crescent Premium Pre-Cut Mats,	P2400335	430.50
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	House of Doolittle, Academic D	P2400335	15.54
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Elite Image Remanufactured Ton	P2400335	130.08
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Elite Image Remanufactured Ton	P2400335	130.30
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Achieve It! Raised Print Langu	P2400335	175.00
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Crescent Die-Cut Mat Boards, 8	P2400335	85.80
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Crescent Die-Cut Mat Boards, 1	P2400335	233.40
100397	SCHOOL SPECIALTY	110-241-0000-0000-200-0200-55910000	EH 00001193	07/17/2024	308104520	Crescent Premium Pre-Cut Mats,	P2400335	113.82
							Vendor Total:	1,920.63
100504	SET SEG	110-283-0000-0000-000-1000-51330000	EH 00001194	07/17/2024	23390K801934	ELL LITIGATION DED 23-CV-11313		2,500.00
							Vendor Total:	2,500.00
100515	STAFF CONNECTIONS LLC	110-213-0011-0000-000-0660-53130000	EH 00001195	07/17/2024	2138	CNA		783.80

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	783.80
100087	TMP ARCHITECTURE INC	250-297-0000-0000-000-0000-56420000	EH 00001196	07/17/2024	57301	HS CAFETERIA UPGRADES		4,085.32
100087	TMP ARCHITECTURE INC	250-297-0000-0000-000-0000-56420000	EH 00001196	07/17/2024	57307	HPSH KITCHEN ADDED SCOPE		5,100.00
							Vendor Total:	9,185.32
100439	AERO FILTER INC	110-261-0000-0000-130-0065-55990000	EH 00001197	07/25/2024	1206971	MAINT. SUPPLIES - HOOVER		367.91
100439	AERO FILTER INC	110-261-0000-0000-300-0065-55990000	EH 00001197	07/25/2024	1206972	MAINT. SUPPLIES - HIGH SCHOOL		1,566.25
100439	AERO FILTER INC	110-261-0000-0000-060-0065-55990000	EH 00001197	07/25/2024	1206973	MAINT. SUPPLIES - ADMIN		663.78
100439	AERO FILTER INC	110-261-0000-0000-170-0065-55990000	EH 00001197	07/25/2024	1206974	MAINT. SUPPLIES - UO		154.77
100439	AERO FILTER INC	110-261-0000-0000-200-0065-55990000	EH 00001197	07/25/2024	1206975	MAINT. SUPPLIES - HPJH		5,556.23
100439	AERO FILTER INC	110-261-0000-0000-560-0065-55990000	EH 00001197	07/25/2024	1206976	MAINT. SUPPLIES - INVEST		556.08
100439	AERO FILTER INC	110-261-0000-0000-600-0065-55990000	EH 00001197	07/25/2024	1206977	MAINT. SUPPLIES - JARDON		261.88
100439	AERO FILTER INC	110-261-0000-0000-190-0065-55990000	EH 00001197	07/25/2024	1206978	MAINT. SUPPLIES - WEBSTER		733.42
100439	AERO FILTER INC	110-261-0000-0000-150-0065-55990000	EH 00001197	07/25/2024	1206979	MAINT. SUPPLIES - WEBB		677.65
100439	AERO FILTER INC	110-261-0000-0000-650-0065-55990000	EH 00001197	07/25/2024	1206993	MAINT. SUPPLIES - EDISON		523.30
							Vendor Total:	11,061.27
100351	AIRGAS GREAT LAKES	110-113-0000-2230-300-2230-55110000	EH 00001198	07/25/2024	5508870972	HIGH SCHOOL RENTAL		259.95
							Vendor Total:	337,259.95
100550	AMAZON CAPITAL SERVICES	110-391-0000-9016-000-9016-55990000	EH 00001199	07/25/2024	1LNCGDQ431G	COMMUNITY SCHOOL GRANT		71.64
100550	AMAZON CAPITAL SERVICES	110-391-0000-9016-000-9016-55990000	EH 00001199	07/25/2024	1VXCFMN6YW	CREDIT MEMO		-77.55
100550	AMAZON CAPITAL SERVICES	110-391-0000-9016-000-9016-55990000	EH 00001199	07/25/2024	1KTCCWWQX	GRANT SUPPLIES-CM APPLI (6P94)		3,374.40
100550	AMAZON CAPITAL SERVICES	110-391-0000-9016-000-9016-55990000	EH 00001199	07/25/2024	1QDQLDPT6P9	CM APPLD TO INV ENDING IN		-68.60
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-000-0060-55910000	EH 00001199	07/25/2024	1D36TXX74ND	BUSINESS OFFICE SUPPLIES		123.50
							Vendor Total:	3,423.39
100495	C G NEWSPAPERS	110-261-0000-0000-000-0065-55710000	EH 00001200	07/25/2024	0000011566	MAINTENANCE		1,171.31
100495	C G NEWSPAPERS	110-271-0000-0000-000-0061-55710000	EH 00001200	07/25/2024	0000011566	TRANSPORTATION		1,268.91
100495	C G NEWSPAPERS	110-231-0000-0000-000-0060-53510000	EH 00001200	07/25/2024	0019837IN	ACT# A1957		3,685.00
100495	C G NEWSPAPERS	110-231-0000-0000-000-0060-53510000	EH 00001200	07/25/2024	0020227IN	ACT# A1957		3,685.00
							Vendor Total:	9,810.22
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001201	07/25/2024	1460998	LEGAL SERVICES		1,071.00
							Vendor Total:	1,071.00
100574	INSTITUTE FOR EXCELLENCE	110-232-0000-0000-000-0060-53150000	EH 00001202	07/25/2024	2025121	TRAVEL EXPENSES		194.04
100574	INSTITUTE FOR EXCELLENCE	110-232-0000-0000-000-0060-53150000	EH 00001202	07/25/2024	2025100	SUPPORT FOR MVA		1,500.00
							Vendor Total:	1,694.04
100292	INVEST CENTERS LLC	110-125-0000-3070-560-3070-53110000	EH 00001203	07/25/2024	72424	SECTION 41		29,585.18

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100292	INVEST CENTERS LLC	110-125-0000-4350-560-4350-55110000	EH 00001203	07/25/2024	72424A	ESSER II & III		31,486.32
Vendor Total:								61,071.50
100430	JG POLY SALES	110-261-0000-0000-000-0065-55990000	EH 00001204	07/25/2024	2929	MAINT. SUPPLIES		886.25
Vendor Total:								886.25
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001205	07/25/2024	1593882	MAINT. SUPPLIES		238.05
Vendor Total:								238.05
100504	SET SEG	110-000-0000-0000-000-0000-24516500	EH 00001206	07/25/2024	71247125	SEG WRKS COMP FUND 7/1/24-25		51,383.00
Vendor Total:								51,383.00
100515	STAFF CONNECTIONS LLC	110-213-0011-0000-000-0660-53130000	EH 00001207	07/25/2024	27345	RN		1,980.00
Vendor Total:								1,980.00
100087	TMP ARCHITECTURE INC	420-456-0000-9926-000-0000-56220000	EH 00001208	07/25/2024	57577	HPHS KITCHEN ADDED SCOPE		5,100.00
100087	TMP ARCHITECTURE INC	420-456-0000-9926-000-0000-56220000	EH 00001208	07/25/2024	57602	HPHS CAFETERIA UPGRADES		4,326.08
Vendor Total:								9,426.08
100045	A & I ENTERPRISES	110-113-0000-0000-570-0570-53110000	EH 00001209	07/25/2024	72024	JULY 2024 PAYMENT		113,398.74
Vendor Total:								113,398.74
100550	AMAZON CAPITAL SERVICES	10-261-0000-0000-000-0065-55990000	EH 00001210	07/25/2024	1PJKPWFD7PV	Ymimi Vacuum Belts Replacement	P2500013	338 17.98
100550	AMAZON CAPITAL SERVICES	10-261-0000-0000-000-0065-55990000	EH 00001210	07/25/2024	1PJKPWFD7PV	Shipping Charge	P2500013	6.99
Vendor Total:								24.97
100292	INVEST CENTERS LLC	110-113-0000-0000-560-0000-53110000	EH 00001211	07/25/2024	72024	JULY 2024 PAYMENT		206,061.02
Vendor Total:								206,061.02
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	LAZGOL Dry Erase Markers Bulk,	P2500011	19.89
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Better Office Products Two Poc	P2500011	57.96
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Oxford Composition Notebook 6	P2500011	28.26
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	EXPO Low-Odor Dry Erase Marker	P2500011	82.53
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Carnival Circus Theme Party De	P2500011	8.99
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1VCG1LT363K	Amazon Basics Woodcased #2 Pen	P2500012	16.91
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1VCG1LT363K	Crayola 588106 Washable Super	P2500012	28.42
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1VCG1LT363K	Simetufy 15 Pcs Rocks for Pain	P2500012	11.26
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1VCG1LT363K	Simetufy 120 Pcs Rocks for Pai	P2500012	18.03
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Perfect Stix Wooden Poplar Woo	P2500011	10.06
100550	AMAZON CAPITAL SERVICES	10-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	Mr Pen- Self Adhesive Magnet D	P2500021	15.06
100550	AMAZON CAPITAL SERVICES	10-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	Jenaai 100 Pcs Foam Dice Set,	P2500021	19.41
100550	AMAZON CAPITAL SERVICES	10-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	Wesiti 100 Pcs 525 Inch Jumbo	P2500021	17.26
100550	AMAZON CAPITAL SERVICES	10-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1VCG1LT363K	Crayola Model Magic - White (7	P2500012	44.86

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100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1VCG1LT363K	Crayola Ultra Clean Washable M	P2500012	52.53
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1VCG1LT363K	Kwik Stix Solid Tempera Paint	P2500012	21.56
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	1000 Pieces Foam Shape Sticker	P2500021	12.94
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	200pcs Wood Number Tiles Woode	P2500021	12.14
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	3 Bees & Me 2 Wooden Tangram S	P2500021	21.56
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	400 PCS Wood Scrabble Tiles DI	P2500021	9.70
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	IHPUKIDI Magnetic Dry Erase Ma	P2500021	10.24
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	DNB 2-Color Foam Counters - 1	P2500021	16.50
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	1000pcs Party Favors for Kids,	P2500011	29.98
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	QUELAY 120 Pcs Hawaiian Theme	P2500011	43.98
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	JUNE BRUSHES 64pcs Motivational	P2500011	12.99
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	Ticonderoga Tri-Conderoga Tria	P2500021	21.99
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	Color Swell Bulk Watercolors P	P2500021	37.93
100550	AMAZON CAPITAL SERVICES	0-118-0000-0000-190-0190-55110000	EH 00001212	07/31/2024	1NFNGP1T4HT	hand2mind Plastic Lowercase Al	P2500021	22.12
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	TSMJUWND Hawaiian Leis 100Pcs	P2500011	71.97
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	SCIONE Beach Balls Bulk 24 Pac	P2500011	59.97
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	30 Pcs Face Stress Balls,25" F	P2500011	339 15.99
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Cholemy 120 Pcs Foam Printing	P2500011	15.99
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	cloudriver Yellow Highlighters	P2500011	23.59
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	My Summer Bucket List Activity	P2500011	11.99
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Blue Summit Supplies 50 Two Po	P2500011	25.49
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	50 Pcs Fidget Toys Pack - Kids	P2500011	49.90
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Bakatatoyz 108 Pack 18 Colors	P2500011	20.22
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Play-Doh Ultimate Color Collec	P2500011	18.48
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Scented Bookmarks Kids Scratch	P2500011	6.49
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	40 Packs All About Me Student	P2500011	9.99
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Astrobrights Neenah Bright Whit	P2500011	13.34
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Fla-Vor-Ice Popsicle Variety P	P2500011	387.20
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Play-Doh Modeling Compound 24-	P2500011	21.99
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Crayola Construction Paper - 4	P2500011	33.18
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Sax - 1440731 Versatemp Heavy-	P2500011	17.99
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	SEAGULL Pencils Pre-sharpened	P2500011	33.58
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	17W44QHD6GP	Bostitch Office Personal Elect	P2500012	13.83
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	17W44QHD6GP	Alene's 26412 Spray Gloss Fin	P2500012	12.61
100550	AMAZON CAPITAL SERVICES	0-111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Prang (Formerly SunWorks) Cons	P2500011	6.26

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100550	AMAZON CAPITAL SERVICES	111-0000-0000-170-0171-55110000	EH 00001212	07/31/2024	1HT1VX9KVH9	Highland Sticky Notes, 3 x 3 I	P2500011	42.64
Vendor Total:								1,617.75
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001213	07/31/2024	1462174	Legal Services		7,596.00
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001213	07/31/2024	1462175	LEGAL SERVICES		7,314.00
100431	CLARK HILL PLC	110-231-0000-0000-000-0060-53170000	EH 00001213	07/31/2024	1462176	LEGAL SERVICES THROUGH		29,989.50
Vendor Total:								44,899.50
101219	ECRA GROUP	110-232-0000-0000-000-0060-53150000	HP 00503676	07/01/2024	11120	SCHOOL IMP. SOLUTION 2024/25		22,491.00
101219	ECRA GROUP	110-232-0000-0000-000-0060-53150000	HP 00503676	07/01/2024	11119	STRATEGIC DASHBOARD		5,000.00
Vendor Total:								27,491.00
101259	POWERSCHOOL GROUP LLC	110-284-0000-0000-000-0284-53450000	HP 00503677	07/01/2024	INV401011	LICENSE AND SUBSCRIPTION FEES		12,557.65
101259	POWERSCHOOL GROUP LLC	110-284-0000-0000-000-0284-53450000	HP 00503677	07/01/2024	INV400151	SCHOOOL MESSENGER CHAT		2,176.00
101259	POWERSCHOOL GROUP LLC	110-284-0000-0000-000-0284-53450000	HP 00503677	07/01/2024	INV39533	PN Q-868527		128,306.37
Vendor Total:								143,040.02
101375	SUBJECT TECHNOLOIES INC	110-221-0000-0000-000-0221-55110000	HP 00503678	07/01/2024	400152	LICENSE PURCHASE		88,501.00
Vendor Total:								88,501.00
100049	5 STAR OUTDOOR LLC	110-231-0000-0000-000-0060-53510000	HP 00503679	07/17/2024	202478	ADVERTISING 7/15-8/31		4,500.00
Vendor Total:								4,500.00
101162	ALRO STEEL CORPORATION	110-113-0000-2230-300-2230-55110000	HP 00503680	07/17/2024	EF16116TZ	HS WELDING CLASS SUPPLIES		349.13
Vendor Total:								349.13
101398	BELL FORKLIFT INC	110-261-0000-0000-000-0065-54110000	HP 00503681	07/17/2024	PWO394094	MAINT. SUPPLIES		3,777.56
Vendor Total:								3,777.56
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00503682	07/17/2024	7635	MAINT. SUPPLIES		1,016.60
Vendor Total:								1,016.60
100403	BSN SPORTS	110-293-0000-0000-300-0350-55990000	HP 00503683	07/17/2024	925360315	BASEBALL SPPLIES		849.05
100403	BSN SPORTS	110-293-0000-0000-300-0350-55990000	HP 00503683	07/17/2024	925500109	BASEBALL SUPPLIES		147.66
100403	BSN SPORTS	110-293-0000-0000-300-0350-55990000	HP 00503683	07/17/2024	925603690	BASEBALL SPPLIES		775.22
100403	BSN SPORTS	110-293-0000-0000-300-0350-55990000	HP 00503683	07/17/2024	925754243	SOFTBALL PANTS		140.21
100403	BSN SPORTS	110-293-0000-0000-300-0350-55990000	HP 00503683	07/17/2024	923866192	COACHES APPARELL		165.00
Vendor Total:								2,077.14
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503684	07/17/2024	2850/2401140	PAYROLL		420.00
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503684	07/17/2024	2850/2401140	PAYROLL		633.41
Vendor Total:								1,053.41
100308	COCHRANE SUPPLY	110-261-0000-0000-000-0065-55990000	HP 00503686	07/17/2024	1387485	ACTUATOR		437.25

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100308	COCHRANE SUPPLY	110-261-0000-0000-150-0065-55990000	HP 00503686	07/17/2024	1386560	WEBB MAINT. SUPPLIES		109.68
100308	COCHRANE SUPPLY	110-261-0000-0000-000-0065-55990000	HP 00503686	07/17/2024	1386926	SPDT SWITCH ACTION		219.35
							Vendor Total:	766.28
100309	CONSUMERS ENERGY	110-261-0000-0000-300-0065-55510000	HP 00503687	07/17/2024	890272624	ACT#100000008902		1,260.17
100309	CONSUMERS ENERGY	110-261-0000-0000-130-0065-55510000	HP 00503687	07/17/2024	891072624	ACT#100000008910		101.03
100309	CONSUMERS ENERGY	110-261-0000-0000-150-0065-55510000	HP 00503687	07/17/2024	893672624	ACT#100000008936		71.11
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00503687	07/17/2024	894472624	ACT#100000008944		73.27
100309	CONSUMERS ENERGY	110-261-0000-0000-150-0065-55510000	HP 00503687	07/17/2024	895172624	ACT#100000008951		951.71
							Vendor Total:	2,457.29
100132	D POOLE CLEANING	250-297-0000-0000-000-0000-54120000	HP 00503688	07/17/2024	73587	COMERCIAL KITCHEN CLEANING		5,560.00
							Vendor Total:	5,560.00
100609	DAVID RUSKIN	110-000-0000-0000-000-0000-24516000	HP 00503689	07/17/2024	2850/2401140	PAYROLL		141.20
							Vendor Total:	141.20
100313	DTE ENERGY	110-261-0000-0000-300-0065-55520000	HP 00503690	07/17/2024	66638124	ACT#910031816663		127.28
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00503690	07/17/2024	508873124	ACT#910005745088		2,108.90
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00503690	07/17/2024	53518124	ACT#910005745351		17.63
100313	DTE ENERGY	110-261-0000-0000-130-0065-55520000	HP 00503690	07/17/2024	54688124	ACT#910005745468		3,923.18
100313	DTE ENERGY	110-261-0000-0000-560-0065-55520000	HP 00503690	07/17/2024	09788124	ACT#910013450978		1,615.78
100313	DTE ENERGY	110-261-0000-0000-083-0065-55520000	HP 00503690	07/17/2024	169173124	ACT#910039981691		46.15
100313	DTE ENERGY	110-261-0000-0000-190-0065-55520000	HP 00503690	07/17/2024	56098124	ACT#910005745609		1,820.53
100313	DTE ENERGY	110-261-0000-0000-150-0065-55520000	HP 00503690	07/17/2024	21128124	ACT#920050742112		9,105.41
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00503690	07/17/2024	320781224	ACT#910040563207		1,052.52
100313	DTE ENERGY	110-261-0000-0000-550-0065-55520000	HP 00503690	07/17/2024	39648124	ACT#920006433964		1,671.91
100313	DTE ENERGY	110-261-0000-0000-170-0065-55520000	HP 00503690	07/17/2024	497473124	ACT#910005744974		6,177.21
							Vendor Total:	27,666.50
101132	ENTECH MEDICALL	220-213-0015-0000-600-0601-53130000	HP 00503691	07/17/2024	7651	AIDE		330.60
							Vendor Total:	330.60
100660	GOFF, CJ	110-293-0000-0000-300-0350-57920000	HP 00503692	07/17/2024	71524	REIMBURSMENT		280.00
							Vendor Total:	280.00
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00503693	07/17/2024	870997Q	MAINT. SUPPLIES		50.96
							Vendor Total:	50.96
101224	HOPSKIPDRIVE INC	110-331-0000-6010-000-6010-55990000	HP 00503694	07/17/2024	21758	MV		59,590.68
101224	HOPSKIPDRIVE INC	110-391-0000-9016-000-9016-55990000	HP 00503694	07/17/2024	21758	EMERGENCY TRANSPORTATION		2,040.69
101224	HOPSKIPDRIVE INC	110-271-0000-0000-000-0000-53310000	HP 00503694	07/17/2024	21758	TRANSPORATION		5,899.69

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OH_DTL.[oh_ck_dt] <= '07/31/2024' AND OH_DTL.[oh_ck_dt] >= '07/01/2024'

Hazel Park Schools
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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							Vendor Total:	67,531.06
100830	INTERACTIVE ENERGY	110-261-0000-0000-000-0060-54110000	HP 00503696	07/17/2024	INV2021675	BUILDING REPAIRS		905.70
100830	INTERACTIVE ENERGY	110-261-0000-0000-000-0060-54110000	HP 00503696	07/17/2024	INV20213693	CUSTODIAL SUPPLIES		432.10
100830	INTERACTIVE ENERGY	110-261-0000-0000-000-0060-54110000	HP 00503696	07/17/2024	INV20213694	PHILIPS TUBES		448.20
							Vendor Total:	1,786.00
100323	JOSTENS INC	290-296-9323-0000-000-0300-57920000	HP 00503697	07/17/2024	34495863	DIPLOMA HPHS		22.37
100323	JOSTENS INC	290-296-9060-0000-000-0400-57920000	HP 00503697	07/17/2024	34512150	ADVANTAGE SUPPLIES		28.18
100323	JOSTENS INC	290-296-9322-0000-000-0300-57920000	HP 00503697	07/17/2024	34513245	GRADUATION SUPPLIES		26.51
							Vendor Total:	77.06
100868	KS VENTURES INC	110-261-0000-0000-000-0065-54110000	HP 00503698	07/17/2024	32679	MAINT. SERVICE		530.00
100868	KS VENTURES INC	110-261-0000-0000-000-0065-54110000	HP 00503698	07/17/2024	32682	MAINT. SERVICE		2,300.00
							Vendor Total:	2,830.00
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00503699	07/17/2024	2475071800	MAINT. SUPPLIES		88.33
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00503699	07/17/2024	2477793800	MAINT. SUPPLIES		435.84
							Vendor Total:	524.17
100352	MICHIGAN SCHOOL BAND	110-113-0000-0000-300-0300-57410000	HP 00503700	07/17/2024	62024	SCHOOL MEMBERSHIP HPHS		375.00
							Vendor Total:	342^{375.00} 375.00
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503701	07/17/2024	2800/2401140	PAYROLL		161.25
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503701	07/17/2024	2800/2401140	PAYROLL		88.05
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503701	07/17/2024	2800/2401140	PAYROLL		105.06
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503701	07/17/2024	2800/2401140	PAYROLL		144.60
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00503701	07/17/2024	2800/2401140	PAYROLL		134.02
							Vendor Total:	632.98
101049	NATIONAL TIME & SIGNAL	110-261-0000-0000-000-0065-54110000	HP 00503702	07/17/2024	158970	SERVICE, SUPPLIES AND LABOR		2,587.92
101049	NATIONAL TIME & SIGNAL	110-261-0000-0000-000-0065-54110000	HP 00503702	07/17/2024	159045	SERVICE, SUPPLIES AND LABOR		642.28
							Vendor Total:	3,230.20
101256	NEUTRAL ZONE	110-283-0000-0000-000-0060-53220000	HP 00503703	07/17/2024	228	BUILDING IMP. TEAM RETREAT		4,000.00
							Vendor Total:	4,000.00
100202	ORKIN LLC	110-261-0000-0000-081-0065-54910000	HP 00503704	07/17/2024	2575008623	JUNE INVOICE		160.99
100202	ORKIN LLC	110-261-0000-0000-081-0065-54910000	HP 00503704	07/17/2024	259000141	JULY INVOICE		160.99
							Vendor Total:	321.98
100740	SPECTRUM WIRELESS USA	110-271-0000-0000-000-0061-56420000	HP 00503705	07/17/2024	00006375	TRANSPORATION		280.00
							Vendor Total:	280.00

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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
101099	T-SHIRT PRINTING PLUS INC	10-293-0000-0000-300-0350-53191000	HP 00503706	07/17/2024	101737	APPAREL FOR FOOTBALL		221.50
							Vendor Total:	221.50
100556	UNIVERSITY TRANSLATORS	10-226-0082-0000-000-0660-53150000	HP 00503707	07/17/2024	39365	INTERPRETING		220.00
100556	UNIVERSITY TRANSLATORS	10-226-0082-0000-000-0660-53150000	HP 00503707	07/17/2024	39847	INTERPRETING		413.64
100556	UNIVERSITY TRANSLATORS	10-226-0082-0000-000-0660-53150000	HP 00503707	07/17/2024	39986	INTERPRETING		220.00
							Vendor Total:	853.64
101104	AMERICAN READING	110-111-0000-0000-130-0131-55110000	HP 00503708	07/25/2024	0000213643	PROPOSAL NUMBER: 246999 - Haz	2500004	7,210.00
							Vendor Total:	7,210.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503709	07/25/2024	543664	TB TEST		28.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00503709	07/25/2024	543907	PHYSICAL EXAM		50.00
							Vendor Total:	78.00
100354	AUTO ZONE	110-261-0000-0000-000-0065-55990000	HP 00503710	07/25/2024	2254593542	MAINT. SUPPLIES		39.98
							Vendor Total:	39.98
101388	BATTELLE FOR KIDS	110-221-0000-0000-000-0221-53220000	HP 00503711	07/25/2024	INV1942	PROF. LRNG. SUB. 7/124-6/30/25		4,000.00
							Vendor Total:	4,000.00
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00503712	07/25/2024	7643	KEYS		104.00
							Vendor Total:	104.00
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-600-0065-53830000	HP 00503713	07/25/2024	50124	CITY OF FERN WATER BILL NOV-		4,532.69
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-600-0065-53830000	HP 00503713	07/25/2024	50124	CITY OF FERN WATER BILL NOV-		144.11
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-000-0065-53830000	HP 00503713	07/25/2024	50124	CITY OF FERN WATER BILL NOV-		158.21
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-082-0065-53830000	HP 00503713	07/25/2024	50124	CITY OF FERN WATER BILL NOV-		0.00
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-650-0065-53830000	HP 00503713	07/25/2024	50124	CITY OF FERN WATER BILL NOV-		805.67
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-650-0065-53830000	HP 00503713	07/25/2024	50124	CITY OF FERN WATER BILL NOV-		0.00
							Vendor Total:	5,640.68
100321	CITY OF HAZEL PARK	110-261-0000-0000-000-0065-55710000	HP 00503714	07/25/2024	0000011565	MAINTENANCE		3,230.12
100321	CITY OF HAZEL PARK	110-271-0000-0000-000-0061-55710000	HP 00503714	07/25/2024	0000011565	TRANSPORTATION		3,230.11
100321	CITY OF HAZEL PARK	110-261-0000-0000-000-0065-55710000	HP 00503714	07/25/2024	0000011566	MAINTENANCE FUEL		1,171.31
100321	CITY OF HAZEL PARK	110-271-0000-0000-000-0061-55710000	HP 00503714	07/25/2024	0000011566	TRANSPORTATION FUEL		1,268.91
100321	CITY OF HAZEL PARK	110-261-0000-0000-000-0065-55710000	HP 00503714	07/25/2024	000001564	MAINTENANCE		3,165.78
100321	CITY OF HAZEL PARK	110-271-0000-0000-000-0061-55710000	HP 00503714	07/25/2024	000001564	TRANSPORTATION		3,041.64
							Vendor Total:	15,107.87
101404	CLARKSTON COMMUNITY	110-113-0000-0000-300-0300-57410000	HP 00503715	07/25/2024	72324	BAND INVITATIONAL		200.00
							Vendor Total:	200.00

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Detailed Check Register w FQA
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PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100888	CONSTELLATION	110-261-0000-0000-083-0065-55520000	HP 00503716	07/25/2024	4071421	45 E PEARL		24.16
100888	CONSTELLATION	110-261-0000-0000-130-0065-55520000	HP 00503716	07/25/2024	4071421	23720 HOOVER		24.39
100888	CONSTELLATION	110-261-0000-0000-550-0065-55520000	HP 00503716	07/25/2024	4071421	570 E MAPLEDALE		0.33
100888	CONSTELLATION	110-261-0000-0000-560-0065-55520000	HP 00503716	07/25/2024	4071421	24131 STEPHENSON		24.50
100888	CONSTELLATION	110-261-0000-0000-170-0065-55520000	HP 00503716	07/25/2024	4071421	1001 E HARY		26.19
100888	CONSTELLATION	110-261-0000-0000-190-0065-55520000	HP 00503716	07/25/2024	4071421	431 W JARVIS		26.69
100888	CONSTELLATION	110-261-0000-0000-650-0065-55520000	HP 00503716	07/25/2024	4071421	1650 MAPLEDALE		37.91
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00503716	07/25/2024	4071421	1620 E ELZA		13.02
100888	CONSTELLATION	110-261-0000-0000-600-0065-55520000	HP 00503716	07/25/2024	4071421	2100 WDWRD HTS - JARDON		35.81
100888	CONSTELLATION	110-261-0000-0000-150-0065-55520000	HP 00503716	07/25/2024	4071421	2100 WDWRD HTS - WEBB		64.13
100888	CONSTELLATION	110-261-0000-0000-300-0065-55520000	HP 00503716	07/25/2024	4071421	23400 HUGHES		277.04
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00503716	07/25/2024	4071421	MAINT GARAGE		264.05
100888	CONSTELLATION	110-261-0000-0000-200-0065-55520000	HP 00503716	07/25/2024	4071421	22770 HIGHLAND		37.41
Vendor Total:								855.63
100185	DETROIT NATIVE SUN	110-231-0000-0000-000-0060-53510000	HP 00503717	07/25/2024	0724HP	1/2PG ADD CLR JUNE, JULY, AUG		500.00
Vendor Total:								500.00
100361	DOWNRIVER	110-261-0000-0000-000-0065-55990000	HP 00503718	07/25/2024	2020133	MAINT. SUPPLIES		106.37
Vendor Total:								106.37
101132	ENTECH MEDICALL	220-213-0015-0000-600-0601-53130000	HP 00503719	07/25/2024	7910	AIDE		192.85
Vendor Total:								192.85
100254	ENVIRONMENTAL	110-261-0000-0000-300-0065-54110000	HP 00503720	07/25/2024	19463	EME JOB 24-108		825.00
Vendor Total:								825.00
100640	FIBER LINK INC	110-284-0000-0000-000-0284-53190000	HP 00503721	07/25/2024	19808	MISS DIG TICKETS		29.25
Vendor Total:								29.25
100217	GIANT PLUMBING &	110-261-0000-0000-000-0065-55990000	HP 00503722	07/25/2024	396108	PLUMBING SUPPLIES		175.79
Vendor Total:								175.79
100069	HUDL	110-293-0000-0000-300-0350-53191000	HP 00503723	07/25/2024	H00086609	RECORDING SPORTS EVENTS		900.00
Vendor Total:								900.00
100868	KS VENTURES INC	110-261-0000-0000-000-0065-54110000	HP 00503724	07/25/2024	32751	CONTROLLER - HPHS		2,300.00
Vendor Total:								2,300.00
101401	LAKE ORION BAND	110-113-0000-0000-300-0300-57410000	HP 00503725	07/25/2024	72224	BAND INVITATIONAL		200.00
Vendor Total:								200.00
101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-55610000	HP 00503726	07/25/2024	61015	CHARTWELLS - REPAIRS		748.53

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101315	MACOMB SALES & SERVICE	250-297-0000-0000-000-0000-55610000	HP 00503726	07/25/2024	60956	CHARTWELLS - REPAIRS		387.50
							Vendor Total:	1,136.03
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00503727	07/25/2024	2479176400	MAINT. SUPPLIES		135.86
							Vendor Total:	135.86
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		13.10
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		26.21
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		3.86
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		3.34
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		12.23
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		3.82
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		3.19
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		44.19
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		28.98
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		12.52
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		33.87
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		139.92
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		345108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
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100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		0.20
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		78.84
100589	MILLENNIUM BUSINESS	110-125-0000-0000-400-0400-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-241-0000-0000-170-0170-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78

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100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		108.80
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54220000	HP 00503728	07/25/2024	37019642	MILLENNIUM INVOICE		49.07
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101402	NOVI COMMUNITY SCHOOL	110-113-0000-0000-300-0300-57410000	HP 00503730	07/25/2024	72224	BAND INVITATIONAL		200.00
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100001	OAKLAND UNIVERSITY	110-221-0000-3890-000-3890-53190000	HP 00503732	07/25/2024	99792430C	KEISHA RIVERS TUITION		3,486.00
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101053	PARTNERS IN	420-452-0000-9922-300-0000-53190000	HP 00503733	07/25/2024	5476	23-121 HPS WEBB CLASSRM		10,560.00
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100010	STATE OF MICHIGAN	290-296-9990-0000-000-0000-57920000	HP 00503736	07/25/2024	72424B	GOLF FUNDRAISER LIC. FOR HPJV		50.00
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101099	T-SHIRT PRINTING PLUS INC	10-293-0000-0000-300-0350-55990000	HP 00503737	07/25/2024	101436	VARSITY FOOTBALL		589.00
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101099	T-SHIRT PRINTING PLUS INC	10-293-0000-0000-300-0350-55990000	HP 00503737	07/25/2024	99946	VARSITY FOOTBALL		82.75

User: ZIRNISJ - Jason Zirnis

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Current Date: 08/08/2024

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

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Current Time: 19:03:44

Selection:

OH_DTL.[oh_ck_dt] <= '07/31/2024' AND OH_DTL.[oh_ck_dt] >= '07/01/2024'

Hazel Park Schools
Detailed Check Register w FQA
 Check Date From 7/1/2024 TO 7/31/2024

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100235	TOP NOTCH PRINTING LLC	110-232-0000-0000-000-0060-55990000	HP 00503738	07/25/2024	4339	LETS ROLL T-SHIRTS		624.00
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100364	VIGILANTE SECURITY INC	110-261-0000-0000-083-0065-53155000	HP 00503740	07/25/2024	741844	45 E PEARL		30.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-060-0065-53155000	HP 00503740	07/25/2024	741844	1620 E ELZA		128.00
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100364	VIGILANTE SECURITY INC	110-261-0000-0000-150-0065-53155000	HP 00503740	07/25/2024	741844	2100 WDWRD HTS - WEBB		63.25
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100364	VIGILANTE SECURITY INC	110-261-0000-0000-170-0065-53155000	HP 00503740	07/25/2024	741844	1001 E HARY		69.00
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100364	VIGILANTE SECURITY INC	110-271-0000-0000-000-0061-53155000	HP 00503740	07/25/2024	741844	TRANSPORTATION		43.00
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101395	WEST MUSIC COMPANY INC	110-293-0000-0000-300-0350-55990000	HP 00503741	07/25/2024	SI2421043	DRUMLINE		2,150.00
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100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00503742	07/31/2024	2850/2401150	PAYROLL		633.41
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101409	Athlete 1	290-296-9990-0000-000-0000-57920000	HP 00503743	07/31/2024	72924	JR VIKING REFUND		100.00
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101335	CORKER CONSULTING LLC	110-261-0000-0000-000-0060-53190000	HP 00503745	07/31/2024	1604	CUST. CONSULTING FEE APR-SEP		1,500.00
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Hazel Park Schools
Detailed Check Register w FQA
Check Date From 7/1/2024 TO 7/31/2024

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Total # of Checks: 114							Grand Total:	1,844,410.90
End of Report								



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To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: 2024 Annual Leadership Conference: The Power of Perspective
Date: August 12, 2024

We are requesting that two of our Board Trustees, Deborah Laframboise and Monica Rattee, be approved to attend the 2024 Annual Leadership Conference (ALC), which will be held from October 24 to October 27, 2024, at the Lansing Center in Lansing, Michigan.

- **Trustee Deborah Laframboise** has requested to attend the conference in person.
- **Trustee Monica Rattee** has requested to attend the conference virtually.

This conference is an excellent opportunity for professional development and engagement with current educational leadership topics. The Annual Leadership Conference is a must-attend for both new and veteran board members, educators and administrators from across Michigan. This year's conference will delve into the transformative power of perspective, highlighting how positive attitude and self-reflection can significantly impact leadership, both at the board table and in education. Attendees can expect a diverse range of keynote presentations, interactive sessions and Board Member Certification Classes (CBAs) from renowned speakers and experts.

ALC also provides the perfect opportunity to network, learn from and build relationships with fellow board members and other education leaders. By coming together, we can vastly improve student outcomes and achievement.

Registration:

Early (in-person): before August 30, 2024 (Includes Thursday Welcome Reception, Friday & Saturday Breakfast, Lunch, General Sessions and Clinic Sessions).....	\$389
Standard (in-person): after August 30, 2024(Includes Thursday Welcome Reception, Friday & Saturday Breakfast, Lunch, General Sessions and Clinic Sessions).....	\$439
Virtual: August 30, 2024 (Includes access to event mobile app and live streaming of Friday and Saturday General Sessions).....	\$215
Mileage (not applicable to virtual option).....(171 miles x \$0.67 Roundtrip)	\$114.57
Meals (not applicable to virtual option).....(\$50/day x3)	<u>\$150</u>

Approximate Total Cost for In-person Attendance: **\$653.57**

Approximate Total Cost for Virtual Attendance: **\$215**





Funding Source: General Fund

Goal Statement-Resources:

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 Board Members to attend the 2024 ALC, as presented.

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



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To: Hazel Park Board of Education
From: Dr. Amy Kruppe, Superintendent
Subject: Board Member Training
Date: August 12, 2024

Attached, you will find a spreadsheet detailing the training requests that have been submitted by our board members. These training sessions are highly encouraged as they will assist our members in navigating their roles more effectively and contribute to the overall governance and leadership of our district.

Funding Source: General Fund

Goal Statement-Resources:

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

Recommendation

That the Board of Education approves the Board Member Training requests, as presented..

**APPROVED AND RECOMMENDED FOR
BOARD ACTION**

Amy Y. Kruppe, Ed.D.
Superintendent



Attendee/Title	Event	Dates of Event	Location	Cost	Mileage	Notes
Deborah Laframboise	Superintendent Evaluation Training	8/21/2024	Oakland Schools	\$99.00	No	
Heidi Fortress	Superintendent Evaluation Training	8/21/2024	Oakland Schools	\$99.00	No	
Beverly Hinton	Superintendent Evaluation Training	8/21/2024	Oakland Schools	\$99.00	No	
Monica Rattee	Superintendent Evaluation Training	8/21/2024	Oakland Schools	\$99.00	No	
Deborah Laframboise	2024 Annual Leadership Conference	10/24 - 10/27/2024	Lansing, MI	\$389.00	No	Total cost: \$653.57
Monica Rattee	2024 Annual Leadership Conference	10/24 - 10/27/2024	Virtual	\$215.00	No	



Strategic Plan

School Climate and Culture

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

Strategy 1: Foster Equitable and Inclusive Learning Environments

- **Establish a cohesive framework that integrates robust social-emotional learning (SEL) practices with fair and effective disciplinary measures**
 - Launch and implement restorative practices
 - Review and revise the district-wide discipline framework to ensure that it effectively incorporates research-based best practices for equitable discipline in all tiers of the school system.
 - Provide ongoing professional learning for teachers and school staff on effective strategies for non-exclusionary and culturally responsive disciplinary practices.
 - In collaboration with stakeholders, develop a comprehensive plan to reduce timeout and physical restraints throughout the district.
- **Create a bias-free curriculum and culturally responsive classrooms that value and celebrate the diverse backgrounds of our students.**
 - Revise curriculum and instructional frameworks to reduce bias and inequitable teaching and learning practices.
 - Collaborate with Midwest Equity to participate in training on evaluating bias in curriculum and standards.
- **Inclusive Learning Practices**
 - Ensure that learning materials, resources, and environments are accessible to all students, including those with disabilities or diverse learning needs.
 - Develop a 3-year plan to implement UDL (Universal Design for Learning), across all instructional settings, that includes professional development and job-embedded coaching.
 - Integrate Universal Design for Learning (UDL) principles in district curriculum and instructional frameworks.
 - Support the use of Augmentative Alternative Communication (AAC) and Assistive Technology (AT) to ensure that all students have access to grade level curriculum content.
 - Implementation of Peer-to-Peer and Unified Sports in all schools.



Community Relations

The Hazel Park Schools, through strong community relations and collaboration with all stakeholders, will develop high-achieving students.

Strategy 1: Provide Opportunities for Robust Stakeholder Engagement

- Enhance educational outcomes, student well-being, and community engagement by expanding the number of Community Schools across the district.
- Develop targeted parent/guardian education to support student success, family engagement, and community involvement.
- Engage district stakeholders in a collaborative process to develop a comprehensive district plan through the portrait of a learner and a multi-year strategic plan.

Strategy 2: Prioritize Effective Communication

- Use a variety of tools and activities to provide open and accessible communications.
- Develop and expand outreach strategies to retain students.
- Increase stakeholder input for short and long-range planning.

Resources

Hazel Park Schools 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.

Strategy 1: Ensure a balanced budget by evaluating the return on investment (ROI) of programs and services using student outcomes and performance metrics.

- Implement zero-based budgeting.
- Utilize ECRA data analytics to review program costs, ensuring that programs and services optimize and maximize student outcomes.
- Align spending with strategic plan outcomes to ensure the 2025-2026 budget is balanced.
- Evaluate contracts and services purchased for cost savings and effectiveness.



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Strategy 2: Enhance the safety and security of Hazel Park Schools through targeted facility improvements and effective use of current resources and grants.

- Utilize the current resources & grants, as dollars allow, to make necessary improvements to doors/locks and other items per the safety audit.
- Utilize the state police protocols to update the Emergency Operations Plans (EOPs) and classroom maps.
- Collaborate with the Hazel Park/Ferndale Police and Fire Departments to review the current EOP and Safety Assessments.
- Review of building assessment reports, and implement agreed-upon changes by the district's safety committee.

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.

Goals, strategies, and actions represent all students, general and special education.

Reading District Improvement Goals, Strategies, and Actions

Hazel Park School District will implement research-based strategies to improve foundational reading and comprehension skills to increase the percentage of students in grades K-5 scoring mid/above grade level by 4%, with a minimum of 50% at Tier 1, and increase the percentage of students in grades 6-8 scoring mid/above grade level by 4%, with a minimum of 25% at Tier 1 from Spring 2024 to Spring 2025 on the i-Ready Reading diagnostic.

Hazel Park School District will implement research-based interventions to improve foundational reading and language comprehension skills to decrease the percentage of grades 3-8 students scoring in Tier 3 by 5% from Spring 2024 - Spring 2025 on the iReady Reading Diagnostic.

Hazel Park School District will implement research-based strategies to improve language comprehension, academic vocabulary, and writing skills to increase the percentage of students meeting EBRW benchmarks by 5% for all student populations by June 2025 on the i-Ready reading diagnostic.



Strategies and Actions - Early Childhood - Grade 12

Strategy 1: Explicit, direct instruction in language comprehension, word recognition, and writing.

- Implement cycles of inquiry, using improvement science and the Plan-Do-Study-Act method, to improve foundational literacy skills.
- **Preschool:** Provide two professional learning sessions and five instructional coaching sessions to implement the Creative Curriculum literacy framework with fidelity.
- **Grades K-8** Provide a minimum of 4 professional learning sessions and ongoing job-embedded coaching to implement research/evidence-based instructional strategies and the literacy framework.
- **Grades 9-10** Provide a minimum of 6 professional learning sessions and ongoing job-embedded coaching to implement research-based instructional strategies, the literacy framework, and ARC Core.
- **Grades K-8 & 9** Provide professional learning to targeted groups including MTSS, resource teachers, and instructional coaches on effective implementation of the Tier 2 IRLA tool kits and ARC Accelerator.
- **Grades 5-9** Provide professional learning on the Vocabulary Workshop program and implement a progress monitoring plan for vocabulary development.
- Develop and implement a plan to assess new students and provide early and intentional, targeted interventions through high-dose tutoring and extended learning opportunities

Strategy 2: Essential Practices for Disciplinary Literacy Instruction in Secondary Classrooms

- System-wide implementation of disciplinary literacy strategies to improve vocabulary and writing.
- Participate in the 2024-2025 disciplinary literacy cohort.
- Develop a 2024-2025 action plan to improve vocabulary and writing through standards-aligned disciplinary literacy.

Math District Improvement Goals, Strategies, and Actions

Hazel Park School District will provide opportunities for teachers to build capacity in strategies to improve foundational math and algebra skills, to increase the percentage of students in grades K-5 scoring mid/above grade level by 3%, with a minimum of 36% at Tier 1, and increase the percentage of students in grades 6-8 scoring mid/above grade level by 3%, with a minimum of 20% at Tier 1 from Spring 2024 to Spring 2025.



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Hazel Park School District will implement research-based interventions to improve foundational math skills to decrease the percentage of grades 3-8 students scoring in Tier 3 by 5% from Spring 2024 - Spring 2025.

Hazel Park School District will implement research-based strategies and interventions to improve foundational math and algebra skills to increase the percentage of students in grades 9-11 who have met the Math PSAT and SAT benchmarks by 5% for all student populations by June 2025.

Strategies and Activities

Strategy 1: Explicit, direct instruction in foundational math skills, mathematical reasoning and problem-solving, and algebraic thinking.

- Implement cycles of inquiry, using improvement science and the Plan-Do-Study-Act method, to improve foundational math skills.
- Provide two professional learning sessions to develop foundational math skills using the math components of the Creative Curriculum.
- Professional learning and job-embedded coaching on research and evidence-based instructional strategies.
- Provide training on research/evidence-based practices through a book talk on Principles to Action.

Strategy 2: Facilitate meaningful mathematical discourse to develop a connected and strong understanding of mathematical concepts.

- Select and implement a common set of talk moves to frame effective discourse.
- Implement number talks, based on the priority standards and math progressions, to establish a discourse-rich learning community to develop foundational math skills, reasoning and problem-solving, and algebraic thinking.
- Provide training on effective mathematical discourse through a book talk (Building Thinking Classrooms in Mathematics), professional learning, and/or instructional coaching support.

Strategy 3: Utilize formative assessment and acceleration to improve foundational math skills, mathematical reasoning and problem-solving, and algebraic thinking.

- Provide job-embedded coaching on effective formative assessment and use the results to drive Tier 1 and 2 small group instruction.
- Use math priority standards and learning progressions to guide the development of formative assessment and instruction designed to accelerate learning (Acceleration).



Universal Strategy: Implement a Comprehensive Multi-Tiered System of Student Support (MTSS)

- Allocate resources to place MTSS teachers in buildings serving K-12 students.
- Revise and implement system-wide expectations, processes, and procedures to monitor student growth and achievement.
- Develop and utilize intervention-specific entry and exit criteria for students receiving Tier 2 and Tier 3 interventions.
- Provide high-dosage tutoring and expanded learning opportunities
- Develop a systematic plan to implement fidelity checks for Tier 3 interventions, and monitor the impact of a tiered system of student support.
- Utilize the Power School MTSS Solution to monitor student growth, and fidelity of implementation, and analyze outcome data on students participating in Tier 2 and 3 interventions.
- Implement a tiered response to chronic absenteeism that breaks down barriers and provides targeted support.
- Pilot Forefront Early Numeracy Screener and Spring Math.



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Hazel Park 2024-2025 District Improvement Goals

Reading - Goals, Strategies, and Activities

Goals

Hazel Park School District will implement research-based strategies to improve foundational reading and comprehension skills to increase the percentage of students in grades K-5 scoring mid/above grade level by 4%, with a minimum of 50% at Tier 1, and increase the percentage of students in grades 6-8 scoring mid/above grade level by 4%, with a minimum of 25% at Tier 1 from Spring 2024 to Spring 2025 on the i-Ready Reading diagnostic.

Hazel Park School District will implement research-based interventions to improve foundational reading and language comprehension skills to decrease the percentage of grades 3-8 students scoring in Tier 3 by 5% from Spring 2024 - Spring 2025 on the iReady Reading Diagnostic.

Hazel Park School District will implement research-based strategies to improve language comprehension, academic vocabulary, and writing skills to increase the percentage of students meeting EBRW benchmarks by 5% for all student populations by June 2025 on the i-Ready reading diagnostic.

Reading Projections ECRISS Data:

- Advanced data analytics, using the ECRISS platform will be available in September, once the 2024 state assessment data is available for public release. At that time, the district will update the plan with additional goals using the Projections Report. This report utilizes multiple sources of data, including historical performance, to create district-specific projections. These projections will allow us to set realistic goals and monitor progress throughout the school year.

Strategies and Activities - Early Childhood - Grade 12

Strategy 1: Explicit, direct instruction in language comprehension (vocabulary and morphology, knowledge, syntax, and higher-level language skills), word recognition (phonological awareness, phonics, decoding, automatic sight word recognition), and writing.



- **Activities:**

- Implement cycles of inquiry, using improvement science and the Plan-Do-Study-Act method, to improve foundational literacy skills.
- **Preschool:** Provide two professional learning sessions and five instructional coaching sessions to implement the Creative Curriculum literacy framework with fidelity.
- **Grades K-8** Provide a minimum of 4 professional learning sessions and ongoing job-embedded coaching to implement research/evidence-based instructional strategies and the literacy framework. Professional learning and job-embedded coaching will prioritize the following:
 - Foundational Skills, Vocabulary, and Writing
 - Complex Texts and Tasks
 - Scaffolding and Acceleration of Learning
- **Grades 9-10** Provide a minimum of 6 professional learning sessions and ongoing job-embedded coaching to implement research-based instructional strategies, the literacy framework, and ARC Core. Professional learning and job-embedded coaching will prioritize the following:
 - Vocabulary, and Writing
 - Scaffolding and Acceleration of Learning
 - ARC Core Implementation and Equitable Conference Schedule
- **Grades K-8 & 9** Provide professional learning to targeted groups including MTSS, resource teachers, and instructional coaches on effective implementation of the Tier 2 IRLA tool kits and ARC Accelerator.
- **Grades 5-9** Provide professional learning on the Vocabulary Workshop program and implement a progress monitoring plan for vocabulary development.
- Develop and implement a plan to assess new students and provide early and intentional, targeted interventions through high-dosage tutoring and extended learning opportunities.

Strategy 2: Essential Practices for Disciplinary Literacy Instruction in Secondary Classrooms

- **Activities:**

- System-wide implementation of disciplinary literacy strategies to improve vocabulary and writing.
- Participate in the 2024-2025 disciplinary literacy cohort.



- Develop a 2024-2025 action plan to improve vocabulary and writing through standards-aligned disciplinary literacy. The plan will prioritize the following:
 - Implement intentional efforts to expand vocabulary and conceptual knowledge.
 - Implement intentional standards-aligned instruction in disciplinary writing.
 - Monitor implementation through classroom observations using the instructional framework and disciplinary literacy “Look Fors” in identified areas.

Strategy 3: Comprehensive Multi-Tiered System of Student Support (MTSS)

- **Activities:**

- Allocate resources to place multiple MTSS teachers in buildings serving K-12 students.
- Revise and implement system-wide expectations, processes, and procedures to monitor student growth and achievement.
- Develop and utilize intervention-specific entry and exit criteria for students receiving Tier 2 and Tier 3 interventions.
- Provide [high-dosage tutoring](#) and expanded learning opportunities.
- Develop a systemic plan to implement fidelity checks for Tier 3 interventions (Corrective Reading, Reading Mastery, and Orton Gillingham), and monitor the impact of a tiered system of student support.
- Utilize the Power School MTSS Solution to monitor student growth, and fidelity of implementation, and analyze outcome data on students participating in Tier 2 and 3 interventions.
- Implement a tiered response to chronic absenteeism that breaks down barriers and provides targeted support.

Math - Goals, Strategies, and Activities

Goals:

Hazel Park School District will provide opportunities for teachers to build capacity in strategies to improve foundational math and algebra skills, to increase the percentage of students in grades K-5 scoring mid/above grade level by 3%, with a minimum of 36% at Tier 1, and increase the



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percentage of students in grades 6-8 scoring mid/above grade level by 3%, with a minimum of 20% at Tier 1 from Spring 2024 to Spring 2025.

Hazel Park School District will implement research-based interventions to improve foundational math skills to decrease the percentage of grades 3-8 students scoring in Tier 3 by 5% from Spring 2024 - Spring 2025.

Hazel Park School District will implement research-based strategies and interventions to improve foundational math and algebra skills to increase the percentage of students in grades 9-11 who have met the Math PSAT and SAT benchmarks by 5% for all student populations by June 2025.

Math Projections ECRISS Data:

- Advanced data analytics, using the ECRISS platform will be available in September, once the 2024 state assessment data is available for public release. At that time, the district will update the plan with additional goals using the Projections report. This report utilizes multiple sources of data, including historical performance, to create district-specific projections. These projections will allow us to set realistic goals and monitor progress throughout the school year.

Strategies and Activities

Strategy 1: Explicit, direct instruction in foundational math skills (number concepts, computational skills, & procedural fluency), mathematical reasoning and problem-solving, and algebraic thinking.

- **Activities:**
 - Implement cycles of inquiry, using improvement science and the Plan-Do-Study-Act method, to improve foundational math skills.
 - Provide two professional learning sessions to develop foundational math skills using the math components of the Creative Curriculum.
 - Professional learning and job-embedded coaching on research and evidence-based instructional strategies. Professional learning and job-embedded coaching will focus on the following:
 - Number and Operations
 - Algebra and Algebraic Thinking
 - Mathematical Reasoning and Problem-Solving



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- Provide training on research/evidence-based practices through a book talk on Principles to Action.

Strategy 2: Facilitate meaningful mathematical discourse to develop a connected and strong understanding of mathematical concepts.

● **Activities:**

- Select and implement a common set of talk moves to frame effective discourse.
- Implement number talks, based on the priority standards and math progressions, to establish a discourse-rich learning community to develop foundational math skills, reasoning and problem-solving, and algebraic thinking.
- Provide training on effective mathematical discourse through a book talk (Building Thinking Classrooms in Mathematics), professional learning, and/or instructional coaching support.

Strategy 3: Utilize formative assessment and acceleration to improve foundational math skills (number concepts, computational skills, & procedural fluency), mathematical reasoning and problem-solving, and algebraic thinking.

● **Activities:**

- Provide job-embedded coaching on effective formative assessment and use the results to drive Tier 1 and 2 small group instruction.
- Use math priority standards and learning progressions to guide the development of formative assessment and instruction designed to [accelerate learning \(Acceleration\)](#).

Strategy 4: Comprehensive Multi-Tiered System of Student Support (MTSS)

● **Activities:**

- Allocate resources to place multiple MTSS teachers in buildings serving K-12 students.
- Revise and implement system-wide expectations, processes, and procedures to monitor student growth and achievement.



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- Develop and utilize intervention-specific entry and exit criteria for students receiving Tier 2 and Tier 3 interventions.
 - Develop a systemic plan to implement fidelity checks for Tier 3 interventions (Corrective Math, Connecting Math Concepts, and Math Recovery), and monitor the impact of a tiered system of student support.
- Provide [high-dosage tutoring](#) and expanded learning opportunities.
- Utilize the Power School MTSS Solution to monitor student growth, and fidelity of implementation, and analyze outcome data on students participating in Tier 2 and 3 interventions.
- Implement a tiered response to chronic absenteeism that breaks down barriers and provides targeted support.
- Pilot Forefront Early Numeracy Screener and Spring Math.

Intergovernmental Agreement For Alumni Pathways
For
Employment Outcomes

This Intergovernmental Agreement For Alumni Pathways For Employment Outcomes (the “Agreement”) is entered into as of the Effective Date by and between **Oakland Schools**, a Michigan intermediate school district, whose address is 2111 Pontiac Lake Rd, Waterford, MI, 48328 (“Oakland Schools”) and _____, a Michigan general powers school district, whose address is _____ (the “School District”). In this Agreement, Oakland Schools and the School District may be referred to individually as a “Party” or jointly as the “Parties.”

RECITALS

- A. Oakland Schools is a Michigan intermediate school district organized and operated in accordance with the Michigan Revised School Code, MCL 380.1 *et seq.* (the “Revised School Code”).
- B. The School District is a general powers school district organized and operated in accordance with the Revised School Code.
- C. The Parties desire to develop and establish a system under which the Parties are able to utilize available information to track the progress of students who graduated from educational programs operated by the School District (the “System”). The Parties intend for this System to be able to assist the Parties in developing and modifying the educational programs of the School District (“Students”).
- D. Oakland Schools and the School District are desirous of entering into this Agreement in order to memorialize the obligations of the Parties regarding the terms and conditions under which the Parties will operate and participate in the System.

NOW THEREFORE, in consideration of the mutual promises, obligations, representations and assurances in this Agreement, the Parties agree as follows:

1. Purpose of Agreement

- 1.1. Pursuant to the Intergovernmental Contracts between Municipal Corporations Act, 1951 PA 35, MCL 124.1, *et seq.*, Oakland Schools and the School District may enter into this Agreement in order to establish the terms and conditions upon which the System will be operated and set forth the roles and responsibilities of each Party.

2. Obligations of Oakland Schools

- 2.1 In addition to any other obligations of Oakland Schools set forth in this Agreement, Oakland Schools agrees to perform and carry out the following:

- 2.1.1. Enter into an appropriate services agreement with Economic Modeling, LLC (d/b/a Lightcast) in order to obtain specific data collection and analytical services for the System.
- 2.1.2. Retrieve/collect the necessary data from Michigan Center for Educational Performance and Information (CEPI) regarding the Students.
- 2.1.3. Share CEPI data regarding Students with Lightcast, as well as engage Lightcast to collect additional data on the Students.
- 2.1.4. Utilize the data and information and Lightcast reports to inform the School District and Oakland Schools regarding findings and outcomes on Students' utilization of their diplomas and certificates.
- 2.1.5. Utilize the data and information and Lightcast reports to better inform the School District and Oakland Schools regarding future educational program offerings and impact on recruitment, enrollment, completion and certifications.
- 2.1.3. Run the requested data reports from Lightcast as requested by the School District and permitted under the Lightcast services agreement.

3. **Obligations of School District**

- 3.1 In addition to any other obligations of the School District set forth in this Agreement, the School District agrees to perform and carry out the following:
 - 3.1.1. School District shall agree to share, permit access and/or transmit all necessary CEPI data and information to/with Oakland Schools as necessary for the System.
 - 3.1.2. School District shall only use any reports or data from Lightcast in the normal course of the School District's educational operations, provided that Lightcast is cited as the source of the data/reports.
 - 3.1.3. School District shall not distribute any elements of the data/reports from Lightcast to any third party in any manner that allows it to be further manipulated for that third party's independent use.
 - 3.1.4. School District shall not use any automated means or form of scraping or data extraction to access, query or otherwise collect Lightcast content from the reports/data, or otherwise access the Lightcast web applications or the data by any automated means or process.
 - 3.1.5. School District shall not attempt to replicate the Lightcast web

applications or the data/reports in design, content, or functionality.

- 3.1.6 School District shall only use the Lightcast reports/data for research purposes only and shall not use any reports/data for the purposes of targeted advertising, including outreach by or on behalf of a postsecondary institution to students who are currently enrolled in, or who were previously enrolled in, another postsecondary institution, for enrollment or transfer purposes.
- 3.1.7. Designate an authorized School District personnel to work with Oakland Schools to facilitate the System.
- 3.1.8. Participate in any meetings to discuss the data from Lightcast and Oakland Schools reports.
- 3.1.9. Share information with Oakland Schools on how the School District is using the data and reports from Oakland Schools generated through the System.

4. **Term**

Unless otherwise terminated in accordance with the terms herein, the term of this Agreement shall be for a period of approximately one year beginning on the Effective Date and ending June 30, 2025 (the “Initial Term”). Upon expiration of the Initial Term, this Agreement shall automatically renew annually through June 30, 2027, unless either party provides 60-days written notice of termination to the other party (“Renewal Terms”).

5. **Termination**

Either Party may terminate this Agreement, with or without cause, upon ninety (90) days prior written notice. Notwithstanding the foregoing, if either Party fails to carry out its obligations under this Agreement and fails to cure such default within thirty (30) days from the date of receipt of written notice from the other Party detailing such default, the non-defaulting Party may thereafter terminate this Agreement.

6. **Data Confidentiality**

- 6.1. The School District’s students have privacy rights protected by Family Educational Rights and Privacy Act of 1974 and its accompanying regulations (“FERPA”). For purposes of this Agreement, “FERPA” includes any amendments or other relevant provisions of the Family Rights and Educational Privacy Act, as well as all requirements of 34 CFR §99.1 et seq. of the Code of Federal Regulations. The Parties agree to share data in an effort to develop the System, which may identify individual students. The School District

acknowledges that the activities undertaken pursuant to this Agreement may provide a substantial benefit to the School District.

- 6.2. The Parties intend for this Agreement to allow Oakland Schools to receive the School District's data under any and all possible FERPA provisions, including, but not limited to, the "studies" and "school official/contractor" provisions, being 34 CFR § 99.31(a)(6) and 34 CFR § 99.31(a)(1)(i).
- 6.3. Oakland Schools and the School District shall comply with the FERPA Regulations governing re-disclosure of personally identifiable information.

7. Fee and Payment Terms

The Parties acknowledge and agree that the additional funding for the development of the System and for Oakland Schools to carry out its obligations under this Agreement shall be paid using the Oakland County Vocational Education Millage and there shall be no cost to the School District.

8. Availability of Funds

The Parties acknowledge that Oakland Schools' performance under this Agreement is contingent upon the availability of funds in the amount anticipated by Oakland Schools and payment of the Fee. Oakland Schools may, at its sole discretion, unilaterally rescind, terminate or reduce the scope of this Agreement at any time due to the non-availability of the specific funds in the amount anticipated. Oakland Schools shall provide the School District with notice of a change in anticipated funding within a reasonable time if Oakland Schools intends to take a unilateral action based on such notice.

9. No Employee-Employer Relationship

The relationship between the Parties is that of independent contracting parties. Nothing in this Agreement shall be construed as creating an employer-employee relationship between Oakland Schools (including any of its employees) and the School District (including any of its employees). Accordingly, each Party shall meet all of its obligations and responsibilities for payment of all taxes including Federal, State and Local taxes arising out of its activities in accordance with this Agreement, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, Workers' Compensation Insurance and any other taxes or business license or permits fees as required. This Agreement shall not be construed as authority for either Party to act for the other Party in any agency or other capacity or to make commitments of any kind for the account of, or on behalf of, the other Party, except to the extent, and for the purposes, expressly provided for and set forth herein, and no partnership or joint venture is created hereby. Neither Party, nor its respective employees are entitled to participate in any plans, arrangements, or distributions by the other pertaining to or in connection with any fringe, pension, bonus, profit sharing, or similar benefits, or any medical, dental, life or disability insurance plans. Nothing in this Agreement shall be construed to interfere with or otherwise affect the rendering of their obligations hereunder by either Party in

accordance with its independent and professional judgment.

10. Insurance and Liability

During the term of this Agreement, the School District shall procure and maintain, at its sole costs and expense, commercial general liability and other insurance policies as required by law, with minimum limits as customary and commercially reasonable for the operations of the School District. Each Party shall be responsible for the acts and omissions of its respective employees and agents. However, this Agreement does not, and is not intended to impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty or immunity of each Party and shall not be construed to waive the defense of governmental immunity held by any Party to this Agreement.

11. No Third-Party Beneficiaries

Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation and/or any other right in favor of any other person or entity.

12. Reservation of Rights

This Agreement does not, and is not intended to impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty or immunity of the Parties and shall not be construed to waive the defense of governmental immunity held by the School District and Oakland Schools.

13. Compliance with Laws

Both Parties, when performing under this Agreement, shall abide by and adhere to all applicable federal, state and local laws, rules, regulations and ordinances pertaining to the performance of any obligations under this Agreement, including, but not limited to, the Revised School Code and the State School Aid Act.

14. Miscellaneous Provisions

- a. Notices. All notices, consents, approvals, requests and other communications, herein collectively called “Notices,” required or permitted under this Agreement shall be given in writing, signed by an authorized representative of Oakland Schools or the School District and mailed by certified or registered mail, return receipt requested, personally delivered, sent by overnight courier or sent by facsimile or electronic mail transmission to the other Party as follows:

Oakland Schools: Oakland Schools
 Attn: Superintendent
 2111 Pontiac Lake Road

Waterford, Michigan 48328
Tel: (248) 209 -2424
Fax: (248) 209 -2206

With Copy to: Oakland Schools
Attn: Legal Department
2111 Pontiac Lake Road
Waterford, Michigan 48328
Tel: (248) 209 -2062
Fax: (248) 209 -2131

_____: _____ School District
Attn: _____

Tel: (____) _____
Fax: (____) _____

Unless otherwise provided for in this Agreement, all such notices, certificates or other communications shall be deemed served upon the date of personal delivery, the day after delivery to a recognized overnight courier, the date of the transmission by facsimile or other electronic means is verified or two days after mailing by registered or certified mail. Any Party may designate any further or different addresses or recipients to which subsequent notices, certificates or communications hereunder shall be sent.

- b. Entire Agreement. This Agreement sets forth all the covenants, agreements, stipulations, promises, conditions and understandings between Oakland Schools and the School District concerning the activities contemplated herein. Neither Oakland Schools, nor its respective Board members, employees, attorneys, consultants, advisors, agents, representatives or students, have made any covenant, agreement, stipulation, promise, condition or understanding, warranty or representation, either oral or written, other than set forth herein.
- c. Amendment. This Agreement shall not be modified, altered or amended except by written agreement duly executed by Oakland Schools and School District in accordance with the terms hereof.
- d. Invalidity of Particular Provision. The invalidity of any article, section, subsection, clause or provision of this Agreement shall not affect the validity of the remaining sections, subsections, clauses or provisions hereof which remain valid and be enforced to the fullest extent permitted by law.

- e. Captions. The captions in this Agreement are inserted only as a matter of convenience and for reference and in no way define, limit, enlarge or describe the scope or intent of this Agreement nor in any way shall affect this Agreement or the construction of any provision hereof.
- f. Waivers. A Party may not waive any default, condition, promise, obligation or requirement applicable to the other Party hereunder, unless such waiver is in writing signed by an authorized representative of such Party and expressly stated to constitute such waiver. Such waiver shall only apply to the extent given and shall not be deemed or construed to waive any such or other default, condition, promise, obligation or requirement in any past or future instance. No failure by Oakland Schools or the School District to insist upon strict performance of any covenant, agreement, term, or condition of this Agreement, or to the exercise any right or remedy in the event of default, shall constitute a waiver of any such default of such covenant, agreement, term or condition.
- g. Governing Law. This Agreement shall be governed by, construed and enforced in accordance with, the laws of the State of Michigan. Oakland Schools and the School District agree, consent and submit to the personal jurisdiction of any competent court of jurisdiction in Oakland County, Michigan, or the United States Federal Courts sitting in the Eastern District of Michigan, for any action brought against it arising out of this Agreement.
- h. Successors and Assigns. The covenants, conditions and agreements in this Agreement shall be binding upon and inure to the benefit of Oakland Schools and the School District, their respective legal representatives, successors and assigns.
- i. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be an original, but all such counterparts shall together constitute one and the same instrument.
- j. Effective Date. The Effective Date of this Agreement is the date the last Party executes this Agreement by a duly authorized representative.
- k. Authorized Signatory. Both Parties represent that the individual executing this Agreement is duly authorized by, and has the authority to execute this Agreement and bind, the respective Party.

IN WITNESS WHEREOF: the Parties hereto on this day execute this Intergovernmental Agreement For Alumni Pathways For Employment Outcomes as of the Effective Date.

OAKLAND SCHOOLS

_____ **SCHOOL DISTRICT**

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

OSLA.2024.06.10.v02



Where do our students go after they graduate?

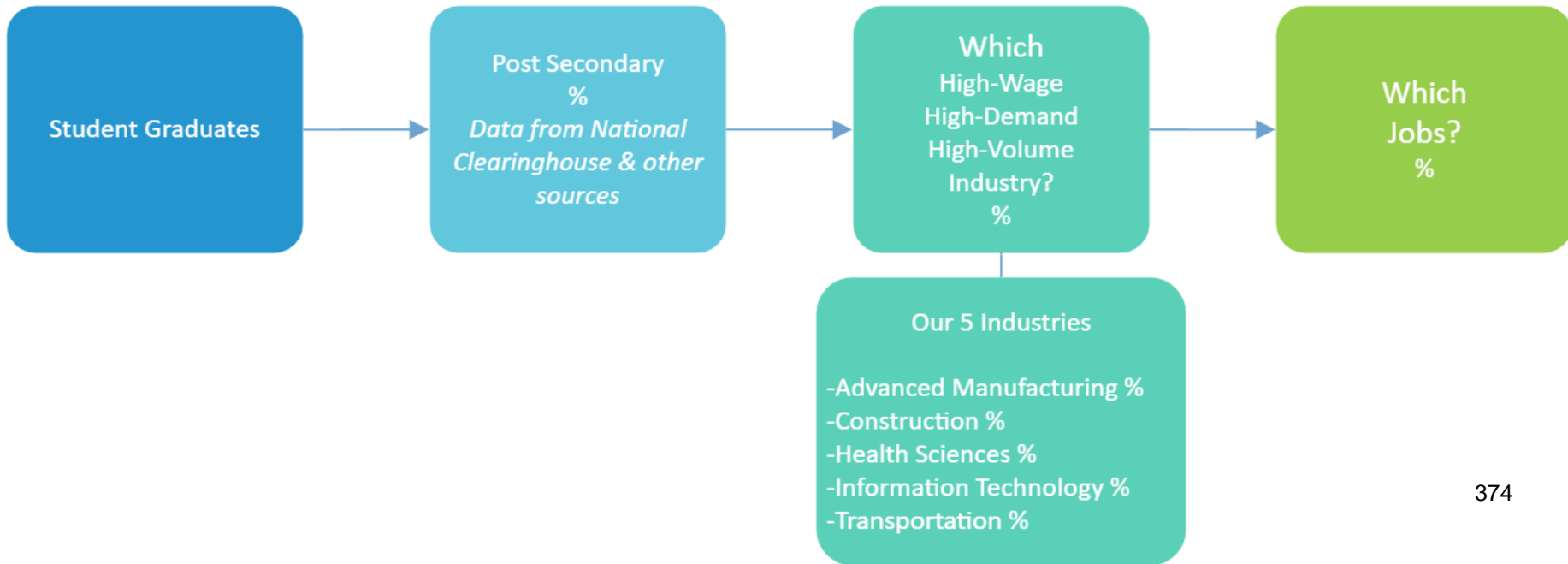
Jarrad Grandy

3/15/2024

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The Project





About Lightcast

Lightcast is the standard most workforce and economic development groups use for data sources regarding:

- industry trends
- occupational trends
- in-demand skills

Nationwide (by overall county & school district)

Get the standard data – Use filters to view your data by school, district, or a variety of other factors such as:



Top employers



Top industries & occupations



Career pathways



Top cities



Job titles



Skills



Percentage of students in field



Estimated annual salary

376

Get the CEPI Enriched data (optional) – Use filters to view your data by school, district, or a variety of other factors such as:



**Top
Institutions**



**Top Areas
of Study**



**Program
Enrollments**



**Program
Completions**



Education Pathways



**% of Students
pursuing college**

Additional Data Sources (Beyond CEPI/National Clearinghouse)



Job Postings

Collected from thousands of sources daily for an up-to-date view of the labor market

AI-guided and human-refined analysis of skills, compensation, benefits, and locations

Over 1 billion historical postings in our database to see historical trends



Career Profiles

Anonymized, aggregated data to show education, location, and experience

Insights into career pathways, skills, and regional supply of available workers



Taxonomies

Skills: 32,000+

Occupations: 2,000+

Enriched and refined by human professionals for a clear, granular, standardized view

Data Requirements (140 million in the workforce non-duplicated)

(1) Required:

- First name
- Middle name
- Last name
- Email address personal & school
- Physical address
- Graduation '13 to '22 (and subsequent years)

Data Requirements

(2) Preferred:

- Phone number
- Nickname/Preferred name
- Alternate last names (e.g. maiden names)
- Birth date and/or Birth year

Data Gathering: The Standard Process

Alumni Pathways starts with a verification process that matches your system's student records with Lightcast's database of over 140 million professional profiles and resumes aggregated from the open web.

- **Submit** – We provide an excel file that details the student record information we need. A Lightcast specialist will walk you through the process and answer any questions you have. You can also include additional information such as high school name, school district name, etc., that you'd like to use as a filter post-match.
- **Match** – Once we receive all the necessary data, it takes about four weeks to process the match and get the results piped in to Alumni Pathways.
- **Insight** – Your staff gets busy accessing data, exporting graphics, and gaining insight to your student outcomes; and we'll provide training and resources to help you get started and use the tool effectively.

Top Occupations



Occupation (SOC)	Profiles	Percent
Chief Executives	8,261,408	8.05%
General and Operations Managers	3,613,625	3.52%
Managers, All Other	3,401,803	3.31%
First-Line Supervisors of Office and Administrative Support Workers	2,281,684	2.22%
Registered Nurses	1,864,836	1.82%
Sales Managers	1,795,001	1.75%
Software Developers	1,599,335	1.56%
Marketing Managers	1,572,711	1.53%
Customer Service Representatives	1,568,287	1.53%
Financial Managers	1,567,638	1.53%

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Top Job Titles



Job Title	Profiles	Percent
Owners	3,511,584	3.42%
Presidents	1,215,987	1.18%
Chief Executive Officers	1,025,926	1.00%
Teachers	995,044	0.97%
Mill Managers	994,107	0.97%
Registered Nurses	837,359	0.82%
Project Managers	613,322	0.60%
Business Owners	576,865	0.56%
Administrative Assistants	570,241	0.56%
Customer Service Representatives	505,581	0.49%

Top Specialized Skills



Skill	Frequency in Profiles	Profiles with Skill / Total Profiles (2023 - 2024)
Marketing	8%	8,178,796 / 102,664,841
Project Management	7%	7,461,524 / 102,664,841
Event Planning	4%	4,025,641 / 102,664,841
Sales Management	3%	3,291,098 / 102,664,841
Accounting	3%	3,272,503 / 102,664,841
Business Development	3%	3,189,119 / 102,664,841
Process Improvement	3%	2,835,033 / 102,664,841
Data Analysis	3%	2,826,193 / 102,664,841
Operations Management	3%	2,777,496 / 102,664,841
Social Media	3%	2,709,241 / 102,664,841

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Top Common Skills



Skill	Frequency in Profiles	Profiles with Skill / Total Profiles (2023 - 2024)
Customer Service	16%	16,198,488 / 102,664,841
Sales	14%	14,200,894 / 102,664,841
Management	12%	12,595,237 / 102,664,841
Leadership	10%	10,761,433 / 102,664,841
Microsoft Office	10%	9,955,196 / 102,664,841
Research	9%	9,065,629 / 102,664,841
Microsoft Excel	8%	8,246,158 / 102,664,841
Operations	7%	7,589,525 / 102,664,841
Public Speaking	7%	6,848,589 / 102,664,841
Communication	6%	6,370,216 / 102,664,841

Privacy

Lightcast's Alumni Pathways offering is fully FERPA compliant. Some excerpts from their contract language:

- To access education records there must be a legitimate educational interest and must be essential to complete a function or task under this agreement.
- Lightcast will provide a secure method of data transfer to obtain any selected data files containing personally identifiable information.
- Lightcast understands and agrees that it is prohibited from re-disclosing any personally identifiable information from the education records at any time or for any purpose whatsoever.
- Lightcast will destroy the student information provided to Lightcast by the Licensee within 60 days of expiration of the Subscription Term.

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Discussion

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Privacy

Lightcast's Alumni Pathways offering is fully FERPA compliant. Excerpts from our contract language:

Data Use Agreement

- All student records provided to Lightcast are subject to the Family Educational Rights and Privacy Act ("FERPA"), may be used only for the purposes authorized in this agreement, and may not be re-disclosed to other persons or parties without specific written authorization from the Licensee.

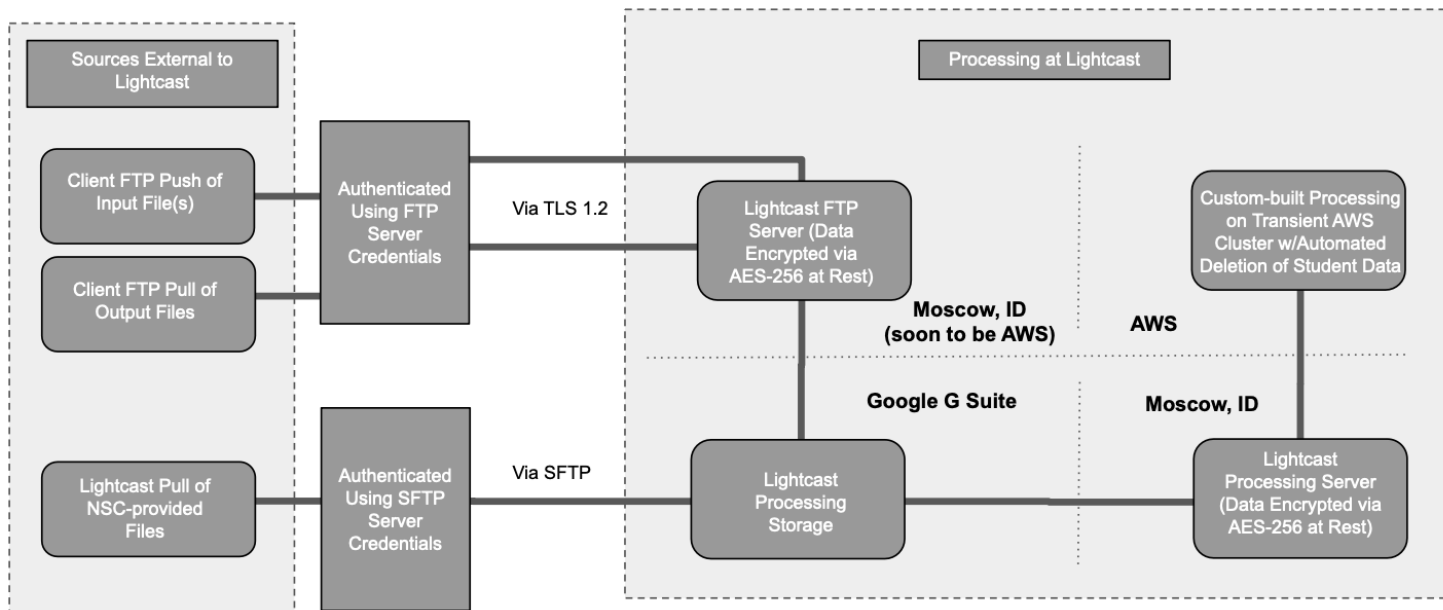
FERPA Compliance

- For purposes of carrying out this Work Agreement, Lightcast will perform an institutional service or function for which the Licensee would otherwise use employees, and is hereby designated by Licensee as a school official having a legitimate educational interest in accessing, using, and tracking student education records, as permitted by the Family Educational Rights and Privacy Act, (FERPA) (34 CFR Part 99.3).
- Lightcast understands and agrees to comply with FERPA (20 U.S.C. § 1232g; 34 CFR Part 99) in that the storage and use of student education records by Lightcast will comply with all FERPA requirements.
- Lightcast understands and agrees that it remains under direct control of Licensee with respect to the use and maintenance of the education records. Lightcast understands that the use of educational records is limited in scope and purpose. To access education records there must be a legitimate educational interest and must be essential to complete a function or task under this agreement.
- Lightcast understands and agrees that it is prohibited from re-disclosing any personally identifiable information from the education records at any time or for any purpose whatsoever.
- Any failure to comply with applicable FERPA requirements by Lightcast or any of its employees will be immediately reported to Licensee by Lightcast.
- Lightcast will destroy the student information provided to Lightcast by the Licensee within 60 days of expiration of the Subscription Term. 389
- Access to Personally Identifiable Data
- Lightcast will provide a secure method of data transfer for Licensee to obtain any selected data files containing personally identifiable information.

Security

Lightcast's Alumni Pathways offering follows strict data protection protocols. Excerpts from our documentation:

Lightcast Alumni Pathways/GoRecruit Student Data Flow and Inputs/Outputs



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Data Flow Diagram: AP/GR Student Data Flow
Created By: David Wallace
Last Updated: 2/10/2023

Lightcast Alumni Pathways is a suite of subscription products that uses student data obtained from National Student Clearinghouse and/or a client institution and profiles from Lightcast's Profile Analytics product to produce a data file containing the institution's original student data, and an analysis file scrubbed of personally identifiable information. Related consulting deliverables also may be produced. The web-based portion of Alumni Pathways builds upon the same core data sets and its architecture is shown on a separate page.

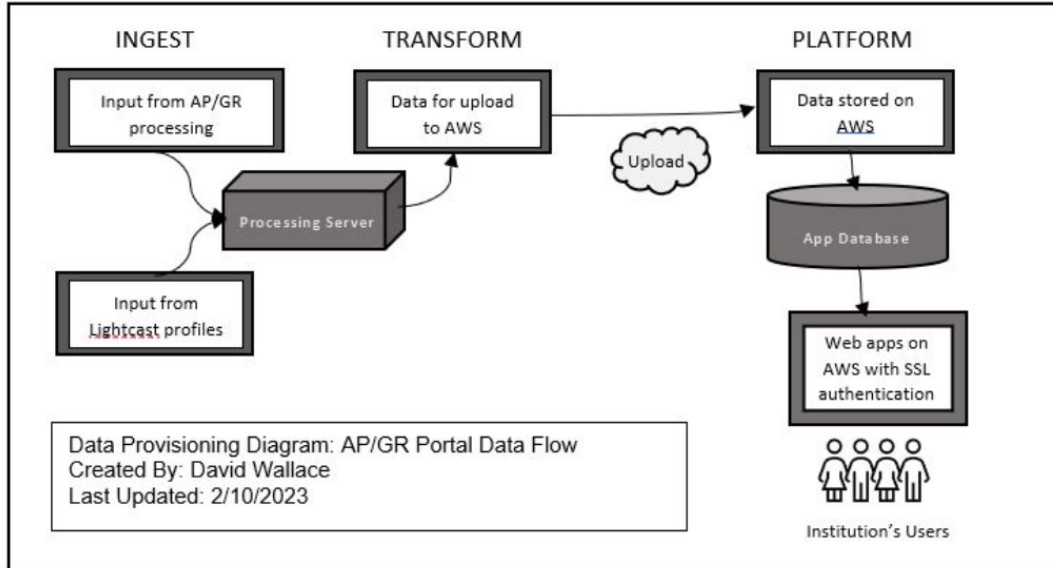


Security Cont.

Lightcast's Alumni Pathways offering follows strict data protection protocols. Excerpts from our documentation:

Alumni Pathways/GoRecruit Database Provisioning Diagram

Lightcast's Alumni Pathways is a suite of subscription products that uses student data obtained from National Student Clearinghouse and/or a client institution and profiles from Lightcast's Profile Analytics product to produce both a data file containing the institution's original student data, and an analysis file scrubbed of personally identifiable information. Related consulting deliverables also may be produced. The web-based portion of Alumni Pathways builds upon the same core data sets.



DRAFT

Hazel Park Schools

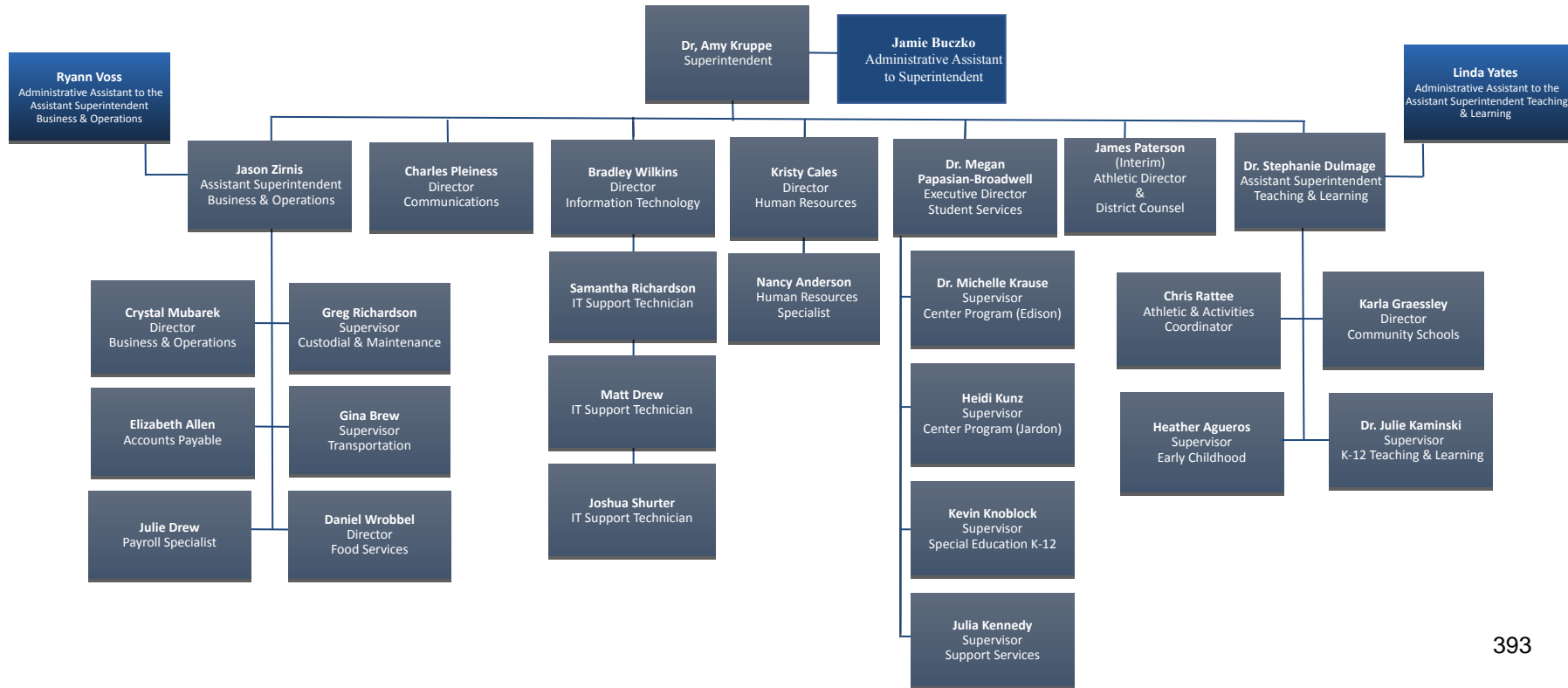
Organizational Chart

and

Job Responsibilities

2024-2025





Superintendent

Dr. Amy Kruppe, Ed.D.

Administrative Assistant: Jamie Buczko

- Board Relationships
- Executive Counsel
- Primary District Spokesperson
- Supervise and Coach District Administration
- Enrollment and State Reporting
- Strategic Partnerships
- Community Engagement
- Title Grant Writing
- Evaluation
- Safety and Security
- Athletics
- Policies /Administrative Procedures
- Technology
- Special Education
- Student Information Services

Assistant Superintendent - Business and Operations

Jason Zirnig

Administrative Assistant: Ryann Voss

- Audits & Compliance
- Transportation
- Facilities Management
- Building Rental
- Payroll and Benefits
- Capital Projects/Sinking Funds
- Facility Rentals
- State & Federal Fiscal Compliance Management
- Budget and Financial Management
- Debt Management
- Risk Management
- Other duties as directed by Superintendent

Business Manager

Crystal Mubarak

- Audits & Compliance
- Grant tracking and reporting
- Accounts Payable/PO Approval
- Payroll and Benefits
- Facility Rentals
- State & Federal Fiscal Compliance Management
- Budget and Financial Management
- Debt and Cash Management
- Activity Account Management
- Other duties as directed by Superintendent

Assistant Superintendent of Teaching and Learning

Dr. Stephanie Dulmage, Ed.D.

Administrative Assistant: Linda Yates

- EC-12 Curriculum, Instruction, Assessment, and Data
 - Future-Focused Programming (Including Advantage)
 - Instructional Tech and STEM
 - Equity and Inclusive Practices
 - Curriculum Writing Team and Course/Programming Approvals
 - State and Local Assessments
 - Multi-Tiered System of Support
- Supervision of Teaching and Learning Department Personnel and Early Childhood
- Power School - Curriculum, Instruction, and Data
- EC-12 Professional Learning
- K-12 School Improvement and Accountability
- Implementation of state, federal, and local grants
- K-12 Instructional Coaches
- Field Trips and Conference Requests
- Other duties as directed by Superintendent

Director of Community Schools

Karla Graessley

Secretary: Thelma Hardy

- McKinney Vento
- Parent Professional Development
- Contact for Community School Grants
- K-12 Out of School Time Programing and Latchkey
- Community schools
- Other duties as assigned by Superintendent

Supervisor of Teaching & Learning

Dr. Julie Kaminski, Ed.D.

Secretary: Thelma Hardy

- Career Focused Education
- Post-Secondary
 - Early College and Dual Enrollment
- 6-12 Counseling & Credit Recovery
- Alternative Schools Programming and Mentoring Process
- 9-12 State Assessments and AP Testing (All Schools)
- K-12 Reproductive Health and Physical Education
- K-12 Curriculum and Instruction Support
- Other duties as directed by Superintendent

Executive Director of Student Services

Dr. Megan Papasian-Broadwell, Ed.D.

Secretary: Rochelle Tassie

- Special Education and 504 Compliance
- Special Education Enrollment/Cooperative Agreements
- Special Education Audits: (MIAccess, Transition, IEP)
- State Complaints and Due Process Hearings
- Special Education Personnel
- Homebound Services
- Multi-Tiered System of Support
- Early On
- Child Find
- Special Education State Assessments
- Extended School Year
- Medicaid
- Center Programs
- Mental Health
 - Threat Assessments
 - Suicide Assessments
- Other duties as directed by Superintendent

Student Services Supervisor

Kevin Knoblock

Secretary: Mona Souleyrette

- Special Education Compliance
- K-12 Self-Contained Classroom Oversight
- Braided Preschool
- Mi-Access State Assessment Accommodations
- Special Education Discipline
- Peer to Peer
- Unified Sports
- Grant opportunities

Student Services Supervisor

Julia Kennedy

Secretary: Mona Souleyrette

- Special Education Compliance
- K-12 Resource Room Oversight
- Early On
- Child Find
- State Assessment Accommodations
- Special Education Discipline
- Medicaid
- Personal Curriculum
- UDL/Co-Teaching
- Other duties as assigned by Superintendent

Director of Human Resources

Kristy Cales

- REP completion
- Communicator and organizer of New Teacher Program
- Title IX
- Mentoring/Interns
- Certification and Licensing
- Hiring of Staff
- Staff Wellness
- Employee Benefits
- Workman's Comp
- Evaluation
- Other duties as assigned by the Superintendent

Human Resource Specialist

Nancy Anderson

- REP completion
- Onboarding Certified & Non Certified Staff
 - Benefits
- Edustaff
- Frontline Staffing, Recruiting & Hiring
- Personnel Record Management
- PERA Requests
- Other duties as assigned by the Superintendent

Director of Technology

Bradley Wilkins

Secretary: Danielle Smith

- Network Management
- Technology Problem Solving
- Telecommunications
- Technology Management
 - Equipment
 - Hardware/Software Programs
- Security Systems
 - Video Surveillance System
 - Door/Swipe Access Management
- Server Management
- Staff/Student Account Management
- Powerschool
- Integration and Data Upload
- Other duties as assigned by the Superintendent

Director of Communications

Charles Pleiness

- Projects & Materials Communication
- Develop position papers/articles on topics of importance to Hazel Park Schools
- Primary Media Contact
- Press Releases & Media Advisories
- Manage all Media and Community Relations Events & Activities
- Plan & Execute newsworthy, measurable programs to highlight Hazel Park Schools
- Represent Hazel Park Schools on local, regional, state and national communication associations
- Webmaster
- Website Staff Directory
- Other duties as assigned by Superintendent

Athletic Director

James Paterson (Interim)

Secretary: Kristina Herron

- K-12 Athletics
 - Hiring and Evaluation of Coaching Staff
 - Coaching Certifications
 - Equipment Management & Inventory
- MHSAA Coordinator
- Coordination & Supervision of Athletics Activities
- Coordination & Support of Junior Vikings Programs
- Other duties as assigned by Superintendent



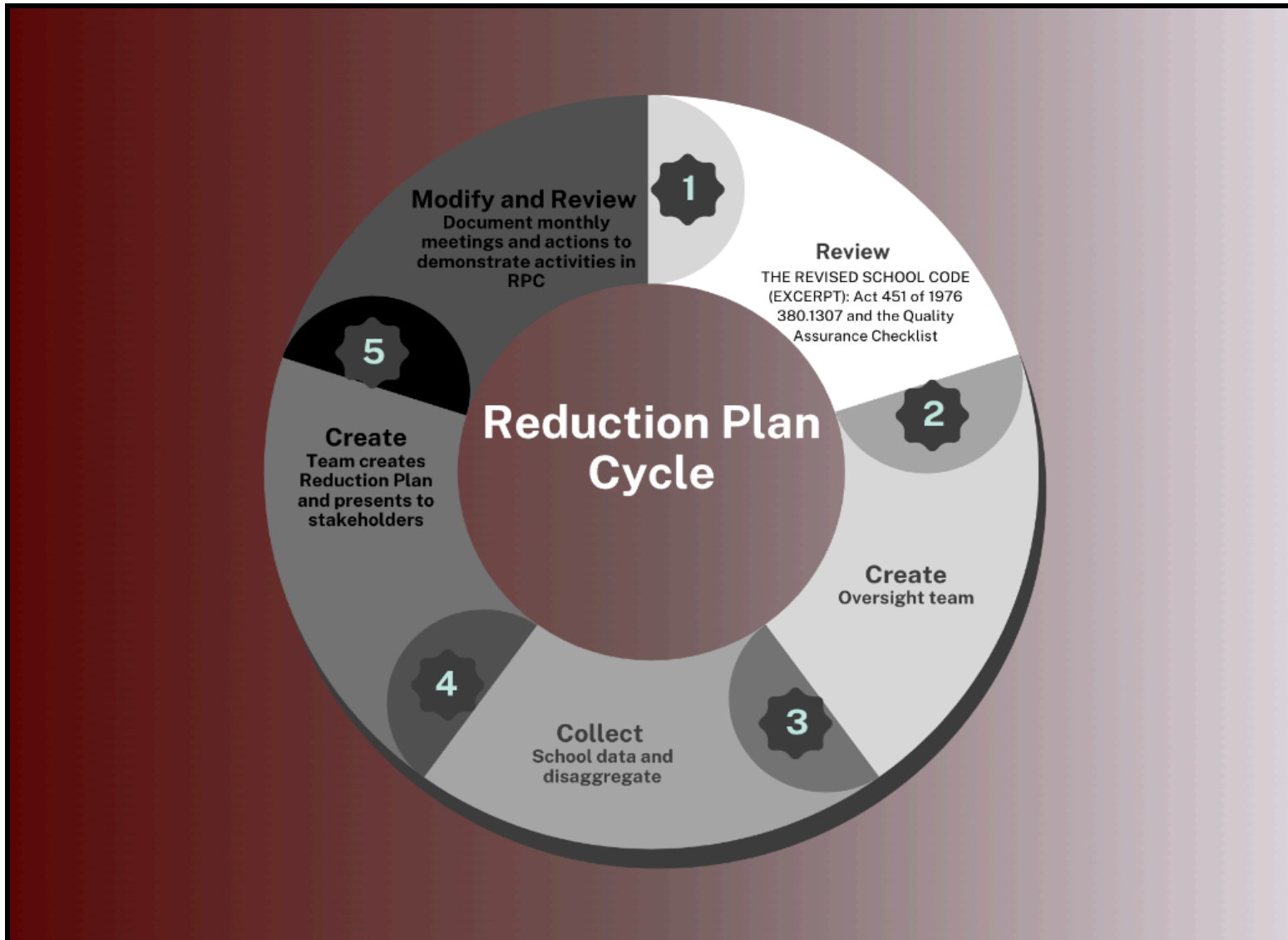
Hazel Park Schools: Seclusion and Restraint Reduction Plan

THE REVISED SCHOOL CODE (EXCERPT): Act 451 of 1976

380.1307 Use of seclusion and restraint in public schools; uniform policy; objectives; right or remedy under state or federal law. Sec. 1307.

(1) It is the intent of the legislature that sections 1307 to 1307h shall provide for a uniform policy regarding the use of seclusion and restraint in the public schools that accomplishes the following objectives:

- (a) Promotes the care, safety, welfare, and security of the school community and the dignity of each pupil.
- (b) Encourages the use of proactive, effective, evidence- and research-based strategies and best practices to reduce the occurrence of challenging behaviors, eliminate the use of seclusion and restraint, and increase meaningful instructional time for all pupils.
- (c) Ensures that seclusion and physical restraint are used only as a last resort in an emergency situation and are subject to diligent assessment, monitoring, documentation, and reporting by trained personnel.
- (d) Clearly defines the terms "seclusion", "restraint", "emergency seclusion", and "emergency physical restraint" and clearly states the procedures for the use of emergency seclusion and emergency physical restraint.





Seclusion and Restraint Reduction Plan - Oversight Team Members

1. Dr. Megan Papasian-Broadwell, Executive Director of Student Services - Hazel Park Schools
2. Dr. Michelle Krause, Special Education Supervisor/Principal - Edison Center Program
3. Kevin Knoblock, Special Education Supervisor - Hazel Park Schools
4. Taylor Bryant, School Social Worker/ Edison Center Program
5. Annie Porter, Board Certified Behavior Analyst - Edison Center Program
6. Katy Byerly, School Social Worker/TRAILS trainer/PBIS Facilitator - Edison Center Program
7. April Beaton, School Board Member
8. Parent,
9. Tonya Wilson, Special Education Teacher - Edison Center Program
10. Paraprofessional: Louise Steele
11. Paraprofessional: Amanda Levin
12. Trina Tricco , Director of Education Justice (MEJC)



Current Data

2022-2023

District Data Collection

Employees with the Highest Number of Restraints/Seclusions

Staff Member	Role	Number of Restraints/Seclusions
Staff #1 (L)	Elementary Paraprofessional	52
Staff #2 (M)	Elementary Paraprofessional	18
Staff #3 (S)	Elementary Paraprofessional	27
Staff #4 (T)	Elementary Paraprofessional	14

411

Medical Conditions/Disabilities of Students Restrained/Secluded

Medical Condition/Disability	Number Recorded
Emotional Impairment	492
Emotional Impairment/ADHD	27
Emotional Impairment/Asthma	21

Total Number of Seclusions/Restraints by Sex

Sex	Number Recorded
Male	510
Female	59





Total Number of Seclusion/Restraints by Race

Race	Number Recorded
White	251
Black	266
Black/White	26
Hispanic	0

Total Number of Seclusion/Restraints by Grade

Grade	Number Recorded
Grade 1	64
Grade 2	36
Grade 3	46
Grade 4	20
Grade 5	177
Grade 6	150
Grade 7	22
Grade 8	35
Grade 9	13
Grade 10	4



Grade 11	1
Grade 12	0

	Quarter One	Quarter Two	Quarter Three	Quarter Four
Students with Disabilities reported as secluded or restrained	<10	16	19	19
Total Seclusions of Students with Disabilities	42	105	120	125
Total Restraints of Students with Disabilities	13	37	19	23

Students with Disabilities reported as secluded or restrained: 34

Total Seclusions of Students with Disabilities: 392

Total Restraints of Students with Disabilities: 92

Michigan’s Center for Educational Performance and Information, Use of Seclusion and Restraint, Hazel Park School District, (2022-23). <https://bit.ly/3cyj1BS> (accessed July 18, 2024).





2023-2024

District Data Collection:

Employees with the Highest Number of Restraints/Seclusions

Staff Member	Role	Number of Restraints/Seclusions
Staff #1 (A)	Elementary Paraprofessional	22
Staff #2 (L)	Elementary Paraprofessional	49
Staff #3 (M)	Elementary Paraprofessional	18
Staff #4 (S)	Elementary Paraprofessional	16
Staff #5 (S)*	Elementary Paraprofessional	67

414

Medical Conditions/Disabilities of Students Restrained/Secluded

Medical Condition/Disability	Number Recorded
Emotional Impairment	720
Emotional Impairment/ADHD	22
Emotional Impairment/Asthma	5

Total Number of Seclusions/Restraints by Sex

Sex	Number Recorded
Male	630
Female	132





Total Number of Seclusion/Restraints by Race

Race	Number Recorded
White	360
Black	339
Black/White	40
Hispanic	21

Total Number of Seclusion/Restraints by Grade

Grade	Number Recorded
Grade 1	156
Grade 2	135
Grade 3	9
Grade 4	87
Grade 5	10
Grade 6	189
Grade 7	48
Grade 8	93
Grade 9	20



Grade 10	4
Grade 11	7
Grade 12	4

	Quarter One	Quarter Two	Quarter Three	Quarter Four
Students with Disabilities reported as secluded or restrained	15	40	Data Not Reported	Data Not Reported
Total Seclusions of Students with Disabilities	58	272	Data Not Reported	Data Not Reported
Total Restraints of Students with Disabilities	59	239	Data Not Reported	Data Not Reported ⁴¹⁶

2023-2024 Totals

Students with Disabilities reported as secluded or restrained: Data Not Reported

Total Seclusions of Students with Disabilities: Data Not Reported

Total Restraints of Students with Disabilities: Data Not Reported

Michigan’s Center for Educational Performance and Information, Use of Seclusion and Restraint, Hazel Park School District, (2023-24). <https://bit.ly/3cyj1BS> (accessed July 18, 2024).





Restraint: Behavior/Sex 2023-2024

Bomb Threat/False Alarm	Male	2
Bomb Threat/False Alarm Total		2
Disobedience	Male	6
Disobedience Total		6
Disruption	Male	3
Disruption Total		3
Disruptive Behavior	Female	27
	Male	46
Disruptive Behavior Total		73
Fighting/Physical Aggression	Female	42
	Male	169
Fighting/Physical Aggression Total		211
Inappropriate Location/out of bo	Male	2
Inappropriate Location/out of bo Total		2
Minor - Physical contact/aggression	Female	1
	Male	5
Minor - Physical contact/aggress Total		6
Other Behavior	Female	11
	Male	21
Other Behavior Total		32
Property Damage/Vandalism	Male	3



Property Damage/Vandalism Total	3
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Restraint Total	338
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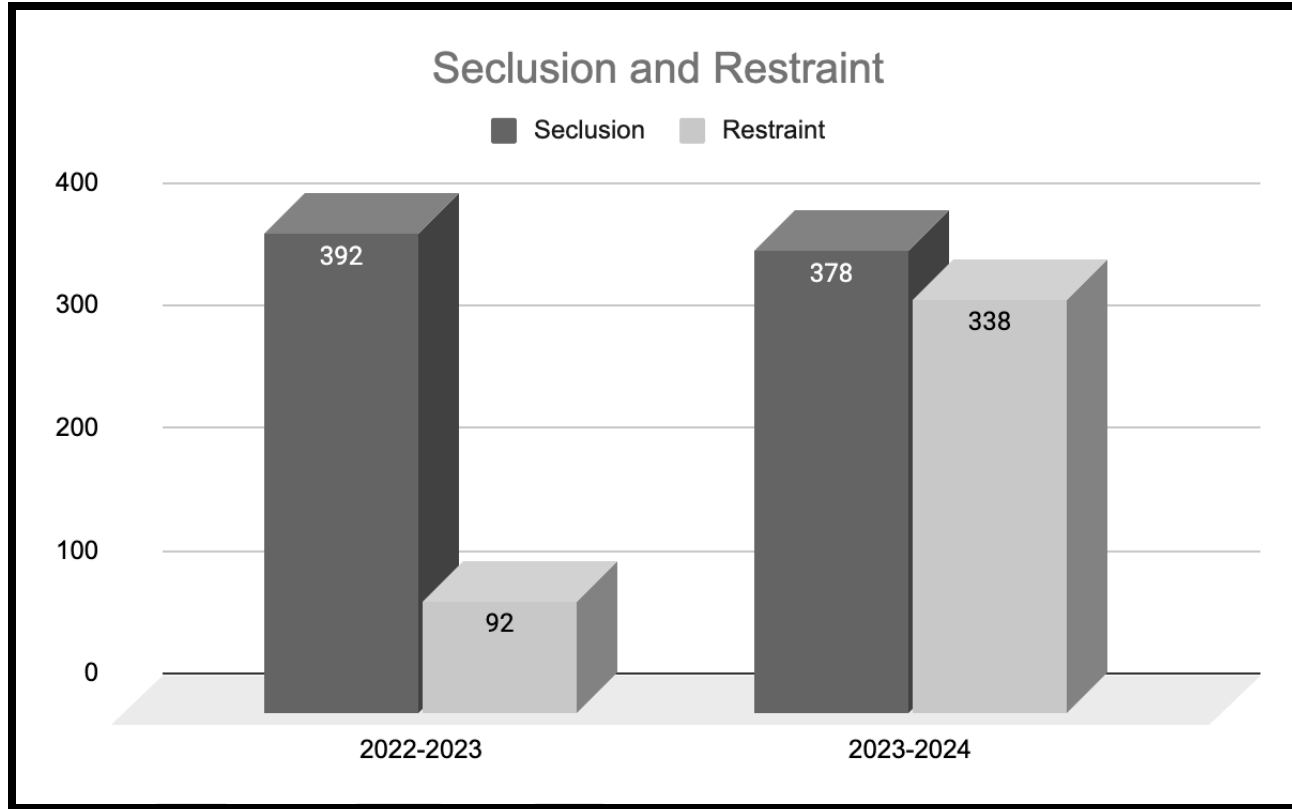
Seclusion: Behavior/Sex 2023-2024

<u>Defiance/Disresp/Insubor/Noncomp</u>	<u>Male</u>	<u>1</u>
<u>Defiance/Disresp/Insubor/Noncomp Total</u>		<u>1</u>
<u>Disobedience</u>	<u>Male</u>	<u>9</u>
<u>Disobedience Total</u>		<u>9</u>
<u>Disruption</u>	<u>Male</u>	<u>2</u>
<u>Disruption Total</u>		<u>2</u>
<u>Disruptive Behavior</u>	<u>Female</u>	<u>14</u>
	<u>Male</u>	<u>44</u>
<u>Disruptive Behavior Total</u>		<u>58</u>
<u>Fighting/Physical Aggression</u>	<u>Female</u>	<u>40</u>
	<u>Male</u>	<u>220</u>
<u>Fighting/Physical Aggression Total</u>		<u>260</u>
<u>Inappropriate Location/out of bo</u>	<u>Male</u>	<u>2</u>
<u>Inappropriate Location/out of bo Total</u>		<u>2</u>
<u>Minor - Physical contact/aggress</u>	<u>Female</u>	<u>7</u>
	<u>Male</u>	<u>9</u>





Minor - Physical contact/aggress Total		<u>16</u>
Other Behavior	Female	<u>7</u>
	Male	<u>21</u>
Other Behavior Total		<u>28</u>
Property Damage/Vandalism	Male	<u>2</u>
Property Damage/Vandalism Total		<u>2</u>
Seclusion Total		<u>378</u>





Quality Assurance Factors

1	Does the district Reduction Plan reflect an oversight team that consists of, but is not limited to, teachers, paraprofessionals, ancillary staff, and administrators that will develop district-specific plans with procedures for reducing and eventually eliminating the use of physical restraint and seclusion.	
2	Does the district Reduction Plan indicate how the district will make progress toward the reduction and eventual elimination of physical restraint and seclusion interventions? Progress shall be measured by the reduction of the overall number of incidents of those interventions and the total number of students subjected to those interventions. It is recommended that entities review their disaggregated district level data.	
3	Does the district Reduction Plan include, but is not limited to, actions set forth in legislation and address established Reduction Plan Goals and corresponding objectives?	
4	Does the district Reduction Plan identify steps to develop individualized student plans that are oriented toward the prevention of the use of seclusion and physical restraint with the intent of the plan to be separate from the student's IEP or 504 Plan?	421
5	Does the district Reduction Plan describe procedures to ensure that appropriate school personnel are fully informed of the student's history, including any history of physical or sexual abuse, and other relevant medical mental illness information? Such disclosures of student information must be consistent with federal and state laws and rules governing student confidentiality and privacy rights.	
6	Does the district Reduction Plan provide necessary information to detail and support a vision for cultural change that reinforces the following: <ul style="list-style-type: none">● Positive behavioral interventions and support rather than seclusion and/or restraint● Effective ways to deescalate situations to avoid seclusion and/or restraint● Crisis intervention techniques that use alternatives to seclusion and/or restraint● Use of debriefing meetings to reassess what occurred and why it occurred which include school team collaboration in regards to alternative interventions for future behavioral events.	
7	Does the district Reduction Plan define who the information will be made available to parents for review?	
8	Does the district Reduction Plan identify a modification process (as necessary) to satisfy aforementioned goals?	

Adopted from Illinois State Board of Education





Hazel Park Schools Seclusion and Restraint Reduction Plan Goals 2024-2025

Goal 1: Edison Center Program will reduce the number of elementary (grades 1-6) students experiencing Seclusion and Restraint by 30%.

Goal 2: Edison Center Program will reduce the number of male students experiencing Seclusion and Restraint by 30%.

Goal 3: Edison Center Program will reduce the number of students with an emotional impairment experiencing Seclusion and Restraint by 30%.



Component	Action Item Steps to Complete	Action Item	Timeline	Responsible Party
Development of an oversight team that will develop specific plans and procedures for reducing the use of physical restraint and seclusion.	<input checked="" type="checkbox"/> Identify 10 team members to serve on committee	Contact all potential team members and invite them to be a member of the Focus Group	Complete by 8/29/2024	MPB Kevin Knoblock Michelle Krause
The Reduction Plan oversight team will meet biweekly to review and disaggregate Edison Center Seclusion and Restraint data.				423
Professional Learning: <ul style="list-style-type: none"> • CPI <ul style="list-style-type: none"> ◦ Deescalation • ESandR Policy Review • Trauma Training • Documentation • Debriefing 	<input checked="" type="checkbox"/> CPI Planning - Institute Day <input checked="" type="checkbox"/> Develop ES&R Policy Review <input type="checkbox"/> Certified Clinical Trauma and Resilience Specialist Certificate - SSW	<input type="checkbox"/> CPI Training - Institute Day <input type="checkbox"/> ES&R Policy Review	<input type="checkbox"/> 8/26/2024-8/27/2024	MPB Kevin Knoblock Michelle Krause CPI Trainers: Stephanie Martin, Brendan Baber, Summer Griesinger
Edison Center Environment: <ul style="list-style-type: none"> • Seclusion Rooms 				
Development of 'Student in Crisis' flowchart				
Development of Processes:				



<ul style="list-style-type: none"> • Student file review process • Functional Behavioral Assessments • Behavior Intervention Plan • S&R Reduction Student Plan (separate from FBA/BIP) 				
<p>Development of Procedures:</p> <ul style="list-style-type: none"> • Update Seclusion and Restraint forms to reflect an increase in substantive data • Update Debriefing form to reflect collaboration in the following areas: <ul style="list-style-type: none"> ○ Causes ○ Alternative Interventions 	<ul style="list-style-type: none"> • Review Seclusion and Restraint and Debrief Forms from multiple districts • Review forms that have provisions for a more detailed account of S&R 	<ul style="list-style-type: none"> • Develop new S&R form • Develop new Debrief form 	<ul style="list-style-type: none"> • Prior to the start of the 2024-2025 school year 	<p>Megan Papasian-Broadwell Kevin Knoblock</p> <p style="text-align: right;">424</p>
<p>Auditing Processes:</p> <ul style="list-style-type: none"> • Seclusion and Restraint • Debriefing Form 				
<p>Pilot Ukeru Program: 2 classrooms Edison Center Program</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Meet with Ukeru <input checked="" type="checkbox"/> Board Proposal 	<p>To be trained:</p> <ul style="list-style-type: none"> • MPB • Kevin Knoblock • Michelle Krause • Tonya Wilson • Louise Steele • Amanda Levin 		



		<ul style="list-style-type: none">• Teacher TBD		
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Draft