



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

July 21, 2025

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, Beverly Hinton, prior to the meeting at [beverly.hinton@myhpsd.org](mailto:beverly.hinton@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 five (5) minutes and participants must identify themselves by name and address.*

**UNFINISHED BUSINESS**

**A. POLICY**

- 1) Clark Hill Policy Presentation

**CLOSED SESSION**

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

**NEW BUSINESS**

**A. PERSONNEL**

- 1) Athletic Coaches 4
- 2) Organizational Chart 6
- 3) Non-Union Pay Increase 19
- 4) Central Office Admin Increases 21
- 5) Non-Union Unaffiliated Salary & Benefit Summary 23

**B. BUILDINGS & GROUNDS**

1) Webb Building	32
2) Summer Work Update	37
3) Jardon Air Conditioning	41
<b>C. FINANCE</b>	
1) ECRA Group Incorporated	43
2) Summer School Extended Day Activities	49
3) Great Start Readiness Program Contract (GSRP)	64
4) FMX	89
5) SET SEG	106
6) MVCA Enrollment Cap	110
7) Financial Reductions	
8) Sinking Fund	
9) Michigan Cyber Academy (MCA) Contract Extension	113
10) Frontline	120
11) ISD Visit Update	
12) Coalition Report	122
13) Request for Line Item Budget	
14) Request for Quarterly Reports	
15) Chartwells Revenue	126
16) Oakland Livingston Human Services Agency 25/26 Agreement	129
17) Monthly Financial Reports	141
<b>D. OTHER</b>	
1) Grants	
a. United Way	174
2) Hazel Park Junior High - 8th Grade Washington DC Trip	231
3) After-School Tutoring	233
4) Student of the Month	
5) Hazelwood Caretaker	
6) Request for Student Art	
7) Therapy Dog Handbook	236
8) Cell Phone Ban	

### **PUBLIC COMMENT**

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

### **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



**Ford Administration**

**Kristy Cales, Director of Human Resources**

1620 E. Elza Ave., Hazel Park, MI 48030 | 248-658-5241 | F: 248-544-5222

[www.hazelparkschools.org](http://www.hazelparkschools.org)

To: Dr. Amy Wilcox, Superintendent  
From: Kristy Cales, Director of Human Resources  
Subject: Athletic Coaches 25/26  
Date: July 21, 2025

See attached list of Athletic coaches for the 2025/26 school year. Their sport, experience and pay are all listed below per your request.

**Strategic Goal Alignment -**

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

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

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

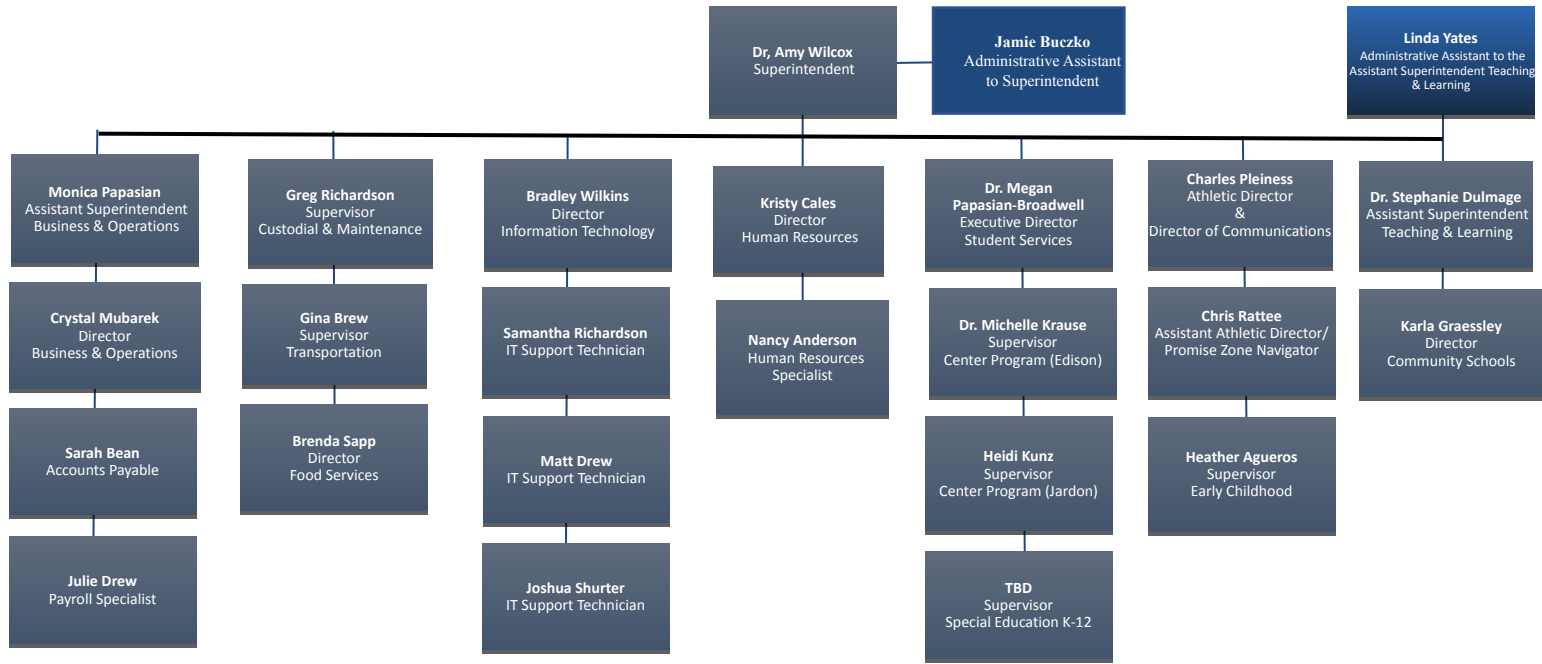
**Funding Source: General Fund**



<b>HIGH SCHOOL FALL</b>	<b>Coach</b>	<b>Experience</b>	<b>Position Category</b>	<b>Pay</b>	<b>JR HIGH SCHOOL FALL</b>	<b>Coach</b>	<b>Experience</b>	<b>Position Category</b>	<b>Pay</b>
CROSS COUNTRY	Max Dimas	2	3	\$3,600.00	CROSS COUNTRY	TBD		1	
V FOOTBALL	John Callahan	7 & UP	5	\$7,500.00	FOOTBALL	Denis Dixon	7 & UP	2	\$4,100.00
V BOYS TENNIS	Cheryl Kelly	7 & UP	3	\$5,400.00	FOOTBALL	Brady Dixon	1	2	\$2,550.00
JV FOOTBALL	Sheldon Clemons	1-3	4	\$4,500.00	7th GIRLS VOLLEYBALL	Danielle Ellis	2	1	\$2,000.00
JV VOLLEYBALL	Jasmine Ellis	3	3	\$3,600.00	8th GIRLS VOLLEYBALL	Marissa Bocock	2	1	\$2,000.00
V VOLLEYBALL	Sherry Rietz	7 & UP	4	\$6,400.00	<b>JR HIGH SCHOOL WINTER</b>				
JVB VOLLEYBALL	Elizabeth Long	2	3	\$3,600.00	7th GIRLS BASKETBALL	TBD		1	
GIRLS SWIM	Joe Turner	7 & UP	4	\$6,400.00	8th GIRLS BASKETBALL	Jasmine Ellis	3	1	\$2,000.00
V SIDELINE CHEER	Catherine Gaughan	1	4	\$4,500.00	7th BOYS BASKETBALL	TJ Voss	7	1	\$3,400.00
V FOOTBALL ASSISTANT	Anthony Frierson	5	4	\$4,500.00	8th BOYS BASKETBALL	Max Dimas	2	1	\$2,000.00
V FOOTBALL ASSISTANT	Hunter Harris	2	4	\$4,500.00	WRESTLING	TBD		1	
V FOOTBALL ASSISTANT	Garrett Schaller	5	4	\$5,500.00	WRESTLING Asst.	TBD		1	
V FOOTBALL ASSISTANT	Devon Hayes	Verifying	4		JR HIGH CHEER (Sideline)	Antoinette Wasburn	2	1	\$2,000.00
JV Football Assistant	Wayne Pritchett	5	4	\$5,500.00	<b>JR HIGH SCHOOL SPRING</b>				
V BOYS SOCCER	Tyler Agueros	7 & UP	4	\$6,400.00	TRACK	Hunter Harris	1	1	\$2,000.00
<b>HIGH SCHOOL WINTER</b>					TRACK	Max Dimas	2	1	\$2,000.00
V GIRLS BASKETBALL	Devon Pettway	5	5	\$6,500.00	BASEBALL	Dawson Dubrul	2	1	\$2,000.00
JV GIRLS BASKETBALL	TBD		4		SOFTBALL	Skye Rucks	2	1	\$2,000.00
V BOYS BASKETBALL	CJ Goff	7 & UP	5	\$7,500.00	COED SWIM	Joe Turner	7 & UP	1	\$3,400.00
JV BOYS BASKETBALL	TBD		4		<b>DANCE TEAM</b>				
FRESHMAN BASKETBALL	Myron Pickett	1	3	\$3,600.00	Dance - Hazelettes	Madison Cassidy	N/A	N/A	\$3,425.00
WRESTLING	Patrick Wright	4	5	\$6,500.00	Dance - Director	Dana Richardson	N/A	N/A	\$5,250.00
V ASST. WRESTLING	TBD		4		Dance - Vikettes	Samantha Richardson	N/A	N/A	\$4,725.00
V COMP CHEER	Cathy Gaughan	1	4	\$4,500.00	Dance - Parkerettes	Canela Clark	N/A	N/A	\$3,425.00
V SIDELINE CHEER	TBD		4		Dance - Baby Vikes	Kendall Voss	N/A	N/A	\$2,400.00
BOYS SWIM	Joe Turner	7 & UP	4	\$6,400.00	Dance - Starlettes	Tiffany Jankowski	N/A	N/A	\$2,400.00
BOWLING	Eric Gregory	7 & UP	3	\$5,400.00					
<b>HIGH SCHOOL SPRING</b>									
V SOFTBALL	Greg Richardson	7 & UP	4	\$6,400.00					
JV SOFTBALL	Ashley Hill	2	3	\$3,600.00					
V BASEBALL	Steve Basler	4	4	\$5,500.00					
JV BASEBALL	TBD		3						
V GIRLS SOCCER	Denis Dixon	7 & UP	4	\$6,400.00					
JV GIRLS SOCCER	TBD if a need		3						
BOYS GOLF	TBD		3						
VARSITY ASST TRACK	Emily Balow	2	3	\$3,600.00					
VARSITY TRACK	Jeff Harris	7 & UP	4	\$6,400.00					
BOYS VOLLEYBALL	TBD		4						
GIRLS TENNIS	Cheryl Kelly	7 & UP	3	\$5,400.00					

**Hazel Park Schools**  
**Organizational Chart**  
**and**  
**Job Responsibilities**  
**2025-2026**





# Superintendent

## **Amy Wilcox, 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
- Capital Projects/Sinking Funds
- Facility Rentals
- Transportation
- Food Service

# Assistant Superintendent - Business and Operations

**Monica Papasian**

- Audits & Compliance
- Payroll and Benefits
- Capital Projects/Sinking Funds
- 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
- 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
- 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

# Director of Community Schools

## **Karla Graessley**

Secretary: Thelma Hardy

- McKinney Vento
- Foster Care
- Parent Professional Development
- Contact for Community School Grants
- K-12 Latchkey
- Community Schools
- Other duties as assigned 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

Secretary: Shannon Martin

- 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

# Director of Human Resources

## **Kristy Cales**

- REP completion
- Communicator and organizer of New Teacher Program
- Title IX
- Mentoring/Interns
- Certification, Permits 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:

- Network Management
- Technology Problem Solving
- Telecommunications
- Technology Management
  - Equipment
  - Hardware/Software Programs
- Security Systems
  - Video Surveillance System
  - Door/Swipe Access Management
  - Centegix
- Server Management
- Staff/Student Account Management
- Powerschool
- Integration and Data Upload
- Other duties as assigned by the Superintendent

# Director of Communications/Athletic Director

## **Charles Pleiness**

Secretary: Kristina Herron

- 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
- K-12 Athletics
  - Hiring and Evaluation of Coaching Staff
  - Coaching Certifications
  - Equipment Management & Inventory
- MHSAA Coordinator
- Coordination & Supervision of Athletics Activities
- Other duties as assigned by Superintendent



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Kristy Cales, Director of Human Resources  
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To: Dr. Amy Wilcox, Superintendent  
From: Kristy Cales, Director of Human Resources  
Subject: Central Office Administration Pay Increase  
Date: July 21, 2025

We are requesting approval for a 3% salary increase for the following Non-Union employees for the 2025–2026 school year, effective July 1, 2025.

The total cost of the proposed increases is **\$15,931.11**. The increase for the HPCC Director (\$2,250.00) is grant funded, **net amount requiring district funding for the remaining listed Non-Union Employees is \$13,681.11.**

Name	Position	2024/2025 Pay	Increase	2025/2026 Pay
Nancy Anderson	HR Specialist	60,000.00	1,800.00	61800.00
Brooke Barnett	Community Schools Coordinator	63,000.00	1,890.00	64890.00
Jamie Buczko	Admin. Asst. to the Superintendent	68,610.36	2,058.31	70668.67
Julie Drew	Payroll Specialist	67,232.26	2,016.97	69249.22
Matthew Drew	Technology Support	46,222.22	1,386.67	47608.88
Samantha Richardson	Technology Support	46,222.22	1,386.67	47608.88
Joshua Shurter	Technology Support	52,249.60	1,567.49	53817.08
Shana Williams	HPCC Director	75,000.00	2,250.00	77250.00*
Linda Yates	Admin. Asst. to the Asst. Superintendent of Teaching and Learning	52,500.00	1,575.00	54075.00

**\*Grant Funded**

We are also seeking approval to increase the security guards pay according to the Non-Union contract steps for 25/26. **The cost for the increase for the current security guards is \$3916.80.**

**Total Non-Union salary increase is \$19,847.91 (\$17597.91 from general fund and \$2,250.00 from the HPCC grant)**

**Strategic Goal Alignment -**

**Resources:** The Hazel Park School District will maximize its resources to assure high quality education by fostering





financial stability, preserving and utilizing quality facilities, and integrating state-of-the-art technology.

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

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

**Funding Source: General Fund and HPCC Grant.**

**Recommendation**

That the Board of Education approve pay increases for the NonUnion Unaffiliated employees for the 2025-2026 school year.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

\_\_\_\_\_  
Amy Y. Wilcox, Ed.D.

Superintendent



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To: Dr. Amy Wilcox, Superintendent  
From: Kristy Cales, Director of Human Resources  
Subject: Central Office Administration Pay Increase  
Date: July 21, 2025

We are requesting approval for a 3% salary increase for the following Central Office Administration staff members for the 2025–2026 school year, effective July 1, 2025.

The total cost of the proposed increases is **\$34,961.28**.

Of that amount, the **Community Schools Director's salary is fully grant funded**, accounting for **\$3,776.81** of the increase. Therefore, the **net amount requiring district funding for the remaining Central Office staff is \$31,184.47**.

Name	Position	2024/2025 Pay	Increase	2025/2026 Pay
Dr. Stephanie Dulmage	Assistant Superintendent of Teaching and Learning	147,420.00	4700.60	151,842.60
Dr. Megan Papsian-Broadwell	Executive Director of Student Services	141,960.00	4258.80	146,218.80
Kristy Cales	Director of Human Resources	131,040.00	3931.20	134,971.20
Crystal Mubarak	Director of Business	87,000.00	5,000.00	92,000.00**
Bradley Wilkins	Director of Technology	107,235.49	3217.06	110,452.55
Karla Graessley	Community Schools Director	125,897.10	3776.81	129,673.91*
Gregory Richardson	Supervisor of Maintenance and Custodial	84,000.00	2520.00	86,520.00
Heather Agueros	Webster Principal	125,897.10	3776.81	129,673.91
James Paterson	District Counsel	126,000.00	3780.00	129,780.00
	Total Increase		\$34,961.28	

\*Grant Funded

\*\*Market increase

**Strategic Goal Alignment -**

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

**Community Relations:** The Hazel Park School District through strong community relations and collaboration with





**HAZEL PARK  
SCHOOLS**

all stakeholders will develop high-achieving students.

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

**Funding Source: General Fund and Community Schools Grant.**

**Recommendation**

That the Board of Education approve pay increases for the central office administration for the 2025-2026 school year.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

\_\_\_\_\_  
Amy Y. Wilcox, Ed.D.  
Superintendent



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To: Dr. Amy Wilcox, Superintendent  
From: Kristy Cales, Director of Human Resources  
Subject: Changes to NonUnion Contract  
Date: July 21, 2025

We are seeking the approval for the following changes to the NonUnion Unaffiliated contract:

Increase the rate for Vendor Alternative staff to \$21.76 from \$21.13. This is a 3% increase.

We are also asking for an increase in the pay for security guards. Adding a step 4 and increasing the amounts for step 2 and step 1. This is on page 6 of the contract:

	25/26 rates	24/25 rates
1st year	\$16.48/hour	\$15.90/hour
2nd year	\$16.99/hour	\$16.69/hour
3rd Year	\$17.52/hour	\$17.52/hour
4th Year	\$18.04/hour	Added 25/26

We are optimistic that increasing the rate of pay for the 1st year security guards will help us to hire the position. We have only 2 of 7 positions filled at the High School at the moment.

**Strategic Goal Alignment** - Below are the 4 statements for your reference. Please choose

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

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

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





**Funding Source: General Fund**

**Recommendation**

That the Board of Education approves the changes to the NonUnion Unaffiliated contract for 25/26.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent



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## Non-Union Employee Salary & Benefit Summary

### 2025-2026 School Year

#### Central Office Staff (Non-Administration)

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

- Vacation requests must be approved in advance by the employee's immediate supervisor.
- Vacation time is expected to be used by June 30 of each year.
- Central Office Staff may carry over unused vacation days to August 31, upon written approval from the Superintendent.
- The Superintendent may waive this maximum vacation carryover for extenuating circumstances on a case by case basis.

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

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

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



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Employees shall be allocated sick leave days at the beginning of the contract year for the purposes of personal illness or injury, or illness in the immediate family (interpreted as spouse, son or daughter, parents, or other dependents). Employees who terminate before the end of the 2025-2026 school year and have used their allocated sick leave will have their days prorated as appropriate.

Central Office sick leave shall be allocated as follows:

- Employees will be allowed 12 days per year without loss of salary.
- Not more than two (2) sick leave days may be used for personal business; such leave shall be granted upon written request from the employee to his/her supervisor, in advance if possible.
- In the event of an emergency, personal business leave may be approved after the absence of the employee.
- If you are out for three or more days, the employee must return with a Doctor's note stating that the employee is fit for duty.

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

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

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



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**Paid Holidays.** Employees shall receive the following paid holidays:

Friday before Labor Day	Christmas Eve	Good Friday
Labor Day	Christmas Day	First Day of Spring Break
Wednesday before Thanksgiving*	New Years Eve	Memorial Day
Thanksgiving Day	New Years Day	Juneteenth
Friday after Thanksgiving	MLK Day*	July 4th

*\*If school is not in session.*

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

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



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**Vendor Alternative Education Staff**

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

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

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

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



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Friday before Labor Day	Friday after Thanksgiving	MLK Day*
Labor Day	Christmas Eve	Good Friday
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Thanksgiving Day	New Years Eve	Memorial Day
	New Years Day	Juneteenth**

*\*If school is not in session*

*\*\*if school is in session*



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**Security Staff**

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

1st year	\$16.48/hour
2nd year	\$16.99/hour
3rd Year	\$17.52/hour
4th Year	\$18.04/hour

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

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



Ford Administration  
1620 E. Elza, Hazel Park, MI 48030 | 248-658-5200 | F: 248-544-5443  
www.hazelparkschools.org

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

**Paid Holidays.** Employees shall receive the following paid holidays:

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

*\*If school is not in session*

*\*\*if school is in session*

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



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

To: Hazel Park Board of Education  
From: Dr Amy Wilcox, Superintendent  
Subject: Plumbing Repair Webb Elementary  
Date: 7/21/2025

The District has urgent plumbing repairs at Webb Elementary. The scope of work includes removal of a 4" running trap from the system, hydrojetting to clear line obstructions, and installation of a new cleanout assembly in place of the previous trap. The total cost of the work is \$6,408.00.

The work requires crawl space access and was necessary to address ongoing drainage issues in the building. These repairs are part of our continued efforts to maintain safe and functional facilities for students and staff.

**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 plumbing repairs at Webb Elementary, at a cost not to exceed \$6,408, as presented.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent



25780 Ryan Rd  
 Warren MI 48091  
 (586) 754-4281,  
 Bisonplumbing@gmail.com

## Estimate

<b>ESTIMATE #</b>	1069126573
<b>DATE</b>	
<b>PO #</b>	

CUSTOMER
Hazel Park Schools Hazel Park Schools 1620 E Elza Ave Hazel Park, MI, 48030 (248) 658-5216 (248) 867-0394 elizabeth.allen@myhpsd.org

SERVICE LOCATION
Hazel Park Schools Webb Jardon 2100 Woodward Heights Ferndale, MI, 48220 (248) 658-5216 (248) 867-0394 elizabeth.allen@myhpsd.org

DESCRIPTION	Remove 4" running trap from system Hydrojet line
-------------	---

### Estimate

Description	Qty	Rate	Total
<b>Service fee</b> Service Charge	1.00	\$58.00	\$58.00
<b>Crawl space access</b> Cost for work performed in crawl space	1.00	\$150.00	\$150.00
<b>Strom Trap Replacement</b> Hand dig and expose cast iron running trap assembly near 6" sanitary riser Cut out and remove the running trap from the area Attempt to cable and hydro jet the discharge of trap as far as possible in the attempt to clear obstruction and restore flow ***Advise the customer of our success*** Install new cleanout assembly in place of the running trap assembly	1.00	\$6,200.00	\$6,200.00
<b>Warranty</b> Warranty pending on results and overall success of repair	1.00	\$0.00	\$0.00
<b>Disclaimer</b> Bison will perform all the work described in a professional manner. If we find that there is additional work needed to adapt to the existing plumbing or any unforeseen circumstance arise there maybe additional cost not accounted for within this job description. We will present the extra work needed and the associated cost to the customer for approval and proceed accordingly.	1.00	\$0.00	\$0.00
<b>Disclaimer</b> Customer agrees by contracting Bison Plumbing to clear, clean	33	1.00	\$0.00

or inspect waste or storm systems that Bison holds NO responsibility to the existing condition of the system before, during or after the process of maintaining or inspecting line and the customer fully agrees if Bison's equipment is lodged, broken or un-retrievable within system cost to access and repair system is sole responsibility of customer and customer assumes full responsibility to have equipment returned to Bison in a timely manner if someone other than Bison accesses system for repairs and retrieves Bison Plumbing Property

**Disclaimer reference**

Please refer to all disclaimer attached to your invoice or estimate

1.00

\$0.00

\$0.00

**CUSTOMER MESSAGE**

Thank you for choosing Bison Plumbing. We look forward to working with you..

**Estimate  
Total:**

**\$6,408.00**

**ACCEPTED ONLINE**

**Payments:** All work is COD, all payments are due upon completion, unless there is prior authorization. Service techs do not carry cash. No discounts, coupons, or negotiation of price will be permissible once contract has been agreed upon or work has begun. Discounts are only applied to labor. Discounts are only applicable to owner occupied homes. Rentals, businesses, schools, or commercial properties are not included. Discounts do not need to be reflected on proposal to have been applied. Verbal discounts are not valid. All coupons or discounts must be presented prior to the proposal being accepted. Bison Plumbing shall have the right to stop work if any payment is not made when due. Overdue payments will bear interest at the maximum rate legal by law. Bison Plumbing may keep the job idle until all payments due are received. Failure to make payment within five (5) days of the due date is a breach of this Contract and shall entitle Bison Plumbing to cease any further work. **At Will:** Bison Plumbing may terminate this agreement with or without cause for any reason at any time upon written or verbal notice. Bison Plumbing has the right to refuse or stop work at any time due to unsafe or unforeseen conditions. Bison Plumbing will submit proposal to attempt and to rectify the problem. If no agreement has been reached, the Bison Plumbing will collect for the portions of work already performed at regular rates, the customer agrees to hold harmless from all actions, claims, demands, and/or penalties. Bison Plumbing may terminate this agreement immediately in the event that a petition is filed by the customer in the United States Bankruptcy Court, or the customer becomes insolvent or is unable to pay Bison Plumbing fee as it becomes due. **Discovery:** It is the Customers responsibility to remove or protect any personal property. Bison Plumbing is not responsible for any repair or replacement including but not limited to; walls, framing, drywall, paint, plaster, wallcovering, floors, floor covering, sub floors, carpentry, cabinetry, ceiling, ceiling covering; or any structure repair or replacement, including but not limited to; brick, vinyl, stone, or wood, trees, landscaping, grass, driveways, out buildings, garages or sidewalks needed to be removed or damage to perform work or changes in work. Bison Plumbing will not be held responsible for damages or loss during replacements or repairs. **Limited Warranty:** All work done in accordance with state and local codes. Bison Plumbing agrees to furnish all materials, unless otherwise stated, and complete work in a professional manner. All material furnished shall be construction grade and meet industry standards. Where brand names have been specified, Bison Plumbing may select substitutes when required due to unavailability or other circumstances beyond Bison Plumbing's control. All substitutions shall be consistent in quality and character to the selections previously specified. The liability of Bison Plumbing for defective materials and/or installation are hereby limited to the replacement or correction of said defective material and/or installation, and no other claims, or demands shall be made against the Bison Plumbing. Customer accepts responsibility and liability for properties fixtures, drains, and piping included but not limited to the entire plumbing and drainage system of property that are prone to leaks or breaks during normal repair. Fixtures are limited to warranties expressed by manufacturers. There are no other warranties expressed or implied. Note: Equipment, assemblies, or units purchased by Bison Plumbing, included in this contract are sold and installed subject to the manufacturers or processor's guarantee or warranties, and not Bison Plumbing. This limited warranty extends only to the present owner at time of original service date and may not be transferable. **Change in work:** Should the customer, owner, lender, any public body or inspector directly or indirectly add, modify or change the work covered by this contract, the contract price shall be adjusted accordingly. Bison Plumbing shall promptly notify the Customer of (a) latent physical conditions at the site differing materially from those indicated in the contract, or (b) unknown physical conditions differing materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this contract. If Customer has added work, customer shall pay for any expenses incurred due to such conditions. If contractor finds that there is additional unforeseen work needed, there may be additional costs. Bison Plumbing will submit an additional proposal for approval and proceed when approved. Any deviations delaying the timely completion of the job may incur additional fee. Failure to have written authorization shall not be deemed fatal to the collection of the payment for additional work. Pictures may be used to determine the changes in the work which would require additional fees owing to either party. Text messages, e-mails and pictures may be used to show notification to the customer of the latent physical conditions and unknown physical conditions differing materially from those ordinarily encountered as set forth in subparagraph a-b of this paragraph. Bison Plumbing will not reimburse any fees for imperfect work if another company has corrected the defect without giving Bison Plumbing an opportunity first to correct it. If said defect was not Bison Plumbings fault customer shall pay for said repairs. **Exterior/Excavaton:** There may be substantial dismantling of including but not limited to; landscaping, lawn, driveway, brick pavers, concrete, patio-steps, fencing, sprinkler systems, pool systems, underground low-voltage lighting, un-marked electrical or tree removal or underground gas, water, electrical, fiber-optics, or sprinkler lines. Bison Plumbing holds NO responsibility to repair, replace or restore said items due to accessing work area or completing repair. Any excavating outside of normal conditions will be charged accordingly. **Pipe Bursting:** Bison Plumbing is not responsible for underground service lines including but not limited to; gas, water, electrical, fiber-optics, or sprinkler lines that are compromised during the process of pipe bursting due to the possible proximity of these utilities and the sewer line. In the unlikely event a problem arises as described we will notify the utilities involved. Any additional repair or replacement will be at customers' expense. **Permit:** Permit costs will be added to invoices and /or proposal as needed. **Sewer or Drain clearing, cleaning, hydro-jetting, milling, video and inspection:** The drain clearing, cleaning, jetting, and milling process is an attempt to clear an obstruction that is unknown to us at the time of arrival. Bison Plumbings fee is for an attempt to clear the line, not a guarantee. In the event we cannot clear the line, Bison Plumbing will provide a proposal and waive the service charge. Customer assumes all responsibility for damage caused to plumbing system by sewer or drain equipment caused by pre-existing defects in the system. Camera inspection is an attempt to view the plumbing system, Bison Plumbing cannot guarantee the line to be viewable due to pre-existing defects. Bison Plumbing holds no responsibility to the existing condition of system before, during or after the process of maintaining or inspecting line. Customer fully agrees if Bison Plumbing equipment is lodged, broken or un-retrievable within system, the cost to access and repair system is sole responsibility of customer. Customer assumes full responsibility to have equipment returned to Bison Plumbing in a timely manner if someone other than Bison Plumbing accesses system for repairs and retrieves Bison Plumbing property. **Liners.** Liners are installed with 25-year manufacturer warranty, however if a liner is to fail in process of installation or within warranty period, conventional excavation may be required to repair at which point, cost of excavation, and any restoration to residential or city property will be sole responsibility of customer. Bison Plumbing is not responsible for repair or replacement of, included but not limited to, any structures, out buildings, garages, landscaping, lawns, grass, shrubs, trees, tree removal, driveway, brick pavers, concrete, decks, porches, patios, patio-steps, fencing, sprinkler systems, pool systems, underground low-voltage lighting, electrical, un-marked utilities, or underground gas, water, fiber-optics, roads, or sidewalks. **Liner Cleaning and maintenance:** Sewer liners can no longer be cleaned or maintained with any mechanical devices, such as drum style drain cleaners, eel machines or any aggressive cutting devices that may scar or damage liner. Any blockages within the liner system must be cleared with hydro jetting, camera or push rod style drain clearing device. If it has been determined by our technician that the liner has been damaged due to abuse, improper drain clearing methods or chemical usage to clear a blockage, all or part of the warranty offered for liner may be void. **Backflow testing:** Condition of existing backflow assembly or device is unknown prior to certification. Bison Plumbing is not liable for condition of device before, during or after inspection, repair or replacement. Due to failed assembly or device; any additional testing, repairs, rebuilds, replacements and recertification will be at additional cost. **Fire Suppression:** Bison Plumbing holds no responsibility for any pressure fluctuation, pressure loss, debris, obstructions or any other unforeseen issues existent or non-existent prior to disrupting the fire suppression system. Any additional issue will be diagnosed, estimated and only addressed with the approval of the customer and have no bearing on the current work performed. Customer is responsible for condition of system before, during and after inspections, repairs or replacements. **Customer Supplied items:** Bison Plumbing is not responsible for customer supplied items. The finish and final look of all fixtures and faucets is the sole responsibility of the customer. Bison Plumbing holds no responsibility including but not limited to, scratches, dents, blemishes, defects. If after the unit is installed and we find the unit is defective either cosmetically or mechanically there will be additional costs to customer, including but not limited to the removal, re-installation or repairs to product for any reason. Bison Plumbing under no circumstances will be liable for any customer supplied products. **Water distribution:** Bison Plumbing holds no responsibility for any pressure fluctuation or pressure loss, any debris or obstructions within the water distribution system, due to inspections, repairs, installations or replacement. Any additional issues that may arise will be diagnosed and assessed with the approval of the customer and have no bearing on the current work being performed. **Frozen pipe:** we will attempt to thaw the frozen pipes in property. Bison Plumbing will not be held liable for any breaks, separations or splits to the hot and/or cold-water distribution system. If breaches are discovered within the system as the system is thawing, we will identify the leaks and provide a written estimate. Whether the customer contracts Bison Plumbing to perform the repairs has no bearing on the service of thawing attempt and all fees due for the thawing service will be due immediately upon completion. No warranty offered to frozen pipes once thawed, it is up to the customer to provide adequate heat and insulation to prevent re-freezing.

**Michigan construction lien Act.** The contractor has a right to a construction lien on the interest of the owner, co-owner, co-lessee and/or lessee in the residential structure: **That a residential builder or a residential maintenance and Alteration contract is required to be licensed under article 24 of the occupational code, 1980 PA 299, MCL 339.2401 to 339.2412. That an electrician is required to be licensed Under the electrical administrative act, 1956 PA 217, MCL 338.881 to 338.892. That a plumbing contractor is required To be licensed under the state plumbing act, 2002 PA 733, MCL 338.3511 to 338.3569. That a mechanical contractor is required to be licensed under the Forbes mechanical contractors act, 1984 PA 192, MCL 338.971 to 338.988.**

The contractor shall provide the homeowner with a notice of Furnishing within twenty (20) days of supply and labor materials if requested. Additionally, the Contractor shall provide a Sworn Statement at the time payment is requested, and/or lien waiver if requested.

By signing this agreement, the Customer acknowledges and agrees that they have full and sole authority to hire Bison Plumbing, and that they are responsible for all payments due.



To: Hazel Park Board of Education  
From: Dr. Amy Wilcox  
Subject: Summer Work Update  
Date: July 21, 2025

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This memo provides a building-by-building update on summer maintenance, repairs, and project progress across the district. The Facilities Department is working diligently to ensure that all schools are ready for the start of the 2025–2026 school year.

### **Ford Elementary**

- Building cleanup is approximately 70% complete.
- Gym floor has been completed.
- Mulch will be added to outdoor areas.
- Ceiling tiles to be replaced, as needed.
- Backflow preventive maintenance for yearly inspection is scheduled.

### **Advantage Program**

- Cleaning has been completed.
- Ceiling tiles to be replaced, as needed.

### **Hazel Park High School**

- Cleaning is approximately 70% complete.
- Both gyms have been completed.
- Air conditioning repairs are finished.
- Mulch will be added.
- Door replacement project is estimated to be completed by **August 2, 2025**.
- Ceiling tiles to be replaced, as needed.
- Carpet replacement in Athletic Office .
- Backflow preventive maintenance for yearly inspection is scheduled.

### **Junior High**



- Air conditioning repairs are underway.
- Auxiliary gym floor has been completed.
- Main gym floor is scheduled for next summer.
- Roof and boiler repairs are needed.
- Second-floor tile is lifting; the original installation company will complete the repair.
- Ceiling tiles to be replaced, as needed.
- Teacher classroom moves are in progress.
- Boiler repairs were started last week and will be completed this week.
- Backflow preventive maintenance for yearly inspection is scheduled.

### **Webb Elementary**

- \$5,800 concrete repair estimate received.
- Basement repair invoice received for \$6,408.
- Gym floor will be completed next year.
- Cleaning is approximately 50% complete.
- Mulch will be added.
- Ceiling tiles to be replaced, as needed.
- Waiting on Insurance company to conduct playground inspection.
- Backflow preventive maintenance for yearly inspection is scheduled.

### **Hoover Elementary**

- Classroom cleaning is approximately 70% complete.
- Gym floor is scheduled to be completed next year.
- Mulch will be added.
- No major building projects are scheduled for this summer.
- Ceiling tiles to be replaced, as needed.
- Waiting on Insurance company to conduct playground inspection.
- Backflow preventive maintenance for yearly inspection is scheduled.

### **United Oaks**



- Mulch will be added.
- Air conditioning motor was replaced.
- Ceiling tiles to be replaced, as needed.
- Waiting on Insurance company to conduct playground inspection.
- Backflow preventive maintenance for yearly inspection is scheduled.

### **Webster**

- Cleaning is approximately 80% complete.
- Gym floor has been completed.
- No major repairs are scheduled.
- Mulch will be added.
- Ceiling tiles to be replaced, as needed.
- Backflow preventive maintenance for yearly inspection is scheduled.

### **Edison**

- Concrete approach repair estimated at \$15,000.
- Neighbor complaint regarding trail has been resolved.
- All windows and doors have been repaired.
- New mounts needed for metal detectors.
- Ceiling tiles to be replaced, as needed.
- Backflow preventive maintenance for yearly inspection is scheduled.

### **Jardon**

- All work is complete.
- Swing installation is pending completion.
- Ceiling tiles to be replaced, as needed.
- Backflow preventive maintenance for yearly inspection is scheduled.

### **Invest**

- Partners are planning to evaluate the soccer field.
- Greg is awaiting a callback regarding greenhouse improvements.
- Backflow preventive maintenance for yearly inspection is scheduled.



**HAZEL PARK  
SCHOOLS**

Today's Learners, Tomorrow's Leaders

Amy Wilcox, 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](http://www.hazelparkschools.org)

We will continue to monitor progress and ensure that key projects are completed on schedule.





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 Wilcox, Superintendent  
Subject: Jardon Air Conditioning  
Date: 7/21/2025

We are requesting Board approval to proceed with air conditioning work at Jardon. The system is in need of replacement to maintain a safe and comfortable learning environment for students and staff.

A quote for the necessary work has been obtained, with the total estimated cost coming in at approximately \$18,500. This project is essential to ensure climate control is consistent and reliable throughout the building, especially during periods of high heat.

This expenditure will be covered under the general fund. We can consider using sinking fund once we review the balance sheet.

**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/ sinking fund.

**Recommendation**

That the Board of Education approve the air conditioning repairs at Jardon, at a cost not to exceed \$18,500, as presented.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent





# Mechanical System Services

1731 East Eleven Mile Road | Madison Heights, Michigan 48071  
 2482916793 | msservicesoffice@gmail.com

**RECIPIENT:**

**Hazel Park Schools**

1620 E. Elza  
 Hazel Park, MI 48030

**Quote #241184**

Sent on 07/21/2025

**Total \$18,500.00**

**SERVICE ADDRESS:**

2100 Woodward Heights  
 Webb Elementary School  
 Ferndale, Michigan 48220

Product/Service	Description	Qty.
Installation of New Rooftop Unit at Webb-Jardon	- Removal of existing rooftop unit - Installation of new Bryant Combination Heat/Cool rooftop unit, complete with connection to existing electrical supply and new curb adapter	1
<b>Total</b>		<b>\$18,500.00</b>

Hey there! Just wanted to touch base on a few things regarding the quote we provided:

1. Anything not mentioned in the quote will be considered extra and not included in the price.
2. If we come across any defective parts that need additional repairs beyond what we've discussed, we'll get the green light from you or your representative before moving forward. Any extra work will be billed based on time and materials.
3. Our pricing is based on regular working hours from Monday to Friday, excluding weekends and holidays.
4. The quote covers labor, rigging, safety gear, and insurance.
5. Upon acceptance of the quote, customer accepts complete responsibility of ensuring Full payment to MSS upon completion of the work.
6. If payment is late MSS will be charging a monthly 5% late payment fee along with any processing fees that are incurred to collect overdue payments
7. Quote is good for 5 days only due to tariffs and price increases.

What's not included in the quote and may incur additional costs are:

- Overtime charges for work outside regular hours, weekends, or holidays.
- Michigan state Taxes and any extra cost for permit and inspections.
- Delays caused by missing parts provided by others.
- Asbestos testing, removal, or abatement.
- Integration of Building Management Systems.
- Temporary heating or cooling solutions.
- Painting or architectural fixes.
- Street blocking permits for lifting of equipment and costing is not included if applicable to the project
- Handling code violations not in the initial scope.
- Performance or payment bonds
- 3% fee will be added for all payments over \$550.00 when using a credit card.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



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

To: Dr. Amy Wilcox, Superintendent  
From: Dr. Stephanie Dulmage, Assistant Superintendent of Teaching and Learning  
Subject: ECRA School Improvement and Data Analysis Tool  
Date: 7/21/2025

**Purpose:**

To support ongoing data-informed decision-making and continuous improvement efforts, we recommend renewing our partnership with ECRA Group for the 2025–2026 school year. ECRA provides critical tools and services that support our district’s strategic planning, progress monitoring, and school improvement initiatives.

**Background:**

ECRA’s Strategic Dashboard is an integral part of our district’s ability to track key performance indicators, visualize student outcome trends, and communicate progress with stakeholders. Additionally, ECRA’s School Improvement Solution offers in-depth data analysis to help schools develop, implement, and evaluate improvement strategies aligned with district goals.

**Recommendation:**

We recommend approval to renew the following ECRA services for the 2025–2026 school year:

- **Strategic Dashboard Services** – \$5,150.00
- **School Improvement Solution** – \$22,491.00

These tools are essential to maintaining transparency, evaluating performance, and advancing student achievement across the district.

**Funding Source:** General Fund

**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.

**Recommendation**

That the Board of Education approves the purchase of the ECRA School Improvement solution in the amount of \$24,641.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent





**ECRA GROUP INCORPORATED**  
 909 W. Euclid Ave, #635  
 Arlington Heights, IL 60006  
 +18473180072  
 betsyg@ecragroup.com  
 www.ecragroup.com

# Invoice 11512

<b>BILL TO</b> Attn Accounts Payable Hazel Park Schools 1620 E Elza Hazel Park, MI 48030	<b>SHIP TO</b> Attn Accounts Payable Hazel Park Schools 1620 E Elza Hazel Park, MI 48030	<b>DATE</b> 07/01/2025	<b>PLEASE PAY</b> <b>\$5,150.00</b>	<b>DUE DATE</b> 07/31/2025
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DESCRIPTION	AMOUNT
Strategic Dashboard Services for the 2025-2026 School Year (Includes 3% increase per Contract)	5,150.00

ECRA accepts paper checks, but prefers ACH Deposit.  
 Banking information as follows:  
 ECRA GROUP INCORPORATED  
 Routing Number: 071000013  
 Account Number: 307990579  
 Please make all checks payable to ECRA Group.

<b>TOTAL DUE</b>	<b>\$5,150.00</b>
------------------	-------------------

THANK YOU.



**ECRA GROUP INCORPORATED**  
 909 W. Euclid Ave, #635  
 Arlington Heights, IL 60006  
 +18473180072  
 betsyg@ecragroup.com  
 www.ecragroup.com

# Invoice 11511

<b>BILL TO</b> Attn Accounts Payable Hazel Park Schools 1620 E Elza Hazel Park, MI 48030	<b>SHIP TO</b> Attn Accounts Payable Hazel Park Schools 1620 E Elza Hazel Park, MI 48030	<b>DATE</b> 07/01/2025	<b>PLEASE PAY</b> <b>\$22,491.00</b>	<b>DUE DATE</b> 07/31/2025
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DESCRIPTION	AMOUNT
School Improvement Solution for the 2025-2026 School Year	22,491.00

ECRA accepts paper checks, but prefers ACH Deposit.  
 Banking information as follows:  
 ECRA GROUP INCORPORATED  
 Routing Number: 071000013  
 Account Number: 307990579  
 Please make all checks payable to ECRA Group.

<b>TOTAL DUE</b>	<b>\$22,491.00</b>
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THANK YOU.



## LETTER OF AGREEMENT

This Agreement (the “Agreement”) is entered into between ECRA Group, Inc. (“ECRA”), headquartered in Illinois, and Hazel Park Schools (the “District”), located in Michigan (each a “Party” and collectively, the “Parties”).

### 1. **ECRA Responsibilities**

ECRA shall provide all technology, software, materials and staff needed as part of this Agreement.

### 2. **District Responsibilities**

The District shall furnish to ECRA in a prompt manner all such data, documents, information, materials, decisions, or approvals of the District as ECRA shall reasonably request to deliver services covered under this Agreement. The District is responsible for confirming the accuracy of the data provided to ECRA.

### 3. **Software Licensing**

a. ECRA will provide to the District a secure online school intelligence platform containing the following application:

- **School Improvement (Pricing: \$7,497 prorated for the remainder of the 2023-2024 school year; Pricing for the 2024-2025, 2025-2026, and 2026-2027 school years: \$22,491 per year)**  
The School Improvement app will provide administrators and school improvement teams access to student academic growth and assessment data, tools to evaluate the impact and academic return on investment of programs, Multi-Tiered Systems of Supports (MTSS), RTI interventions, as well as individual student monitoring. ECRA and the District will partner for one (1) webinar or conference per school year.

### 4. **Support, Consulting, and Professional Development**

#### a. **Dedicated Support (included)**

District administrators will be provided a single point of contact for on-boarding, consulting, and planning of professional development. District administrators shall be provided a dedicated number/email address for support. District administrators shall have unlimited access to ECRA client webinars. District administrators shall have unlimited access to ECRA user group sessions.

#### b. **Optional Professional Development**

The District may request through their point of contact customized professional development sessions beyond the scope of this proposal. Virtual professional development will be billed at \$2,500 per session per consultant; on-site professional development will be invoiced at \$4,000 per session per consultant.

c. Additional services beyond the Scope of this Agreement will be billed at \$350 per hour.

**5. Reimbursable Expenses**

Reasonable ECRA out-of-pocket expenses including, but not limited to printing, postage, travel, and lodging will be paid by the District.

**6. Invoicing**

- a. ECRA will invoice the prorated annual Licensing fee of \$7,497 in full upon signing for the remainder of the 2023-2024 school year. On July 1, 2024, July 1, 2025, and July 1, 2026, ECRA will invoice the annual Licensing fee of \$22,491.
- b. Optional consulting/professional development, or any additional Services beyond the scope of this Agreement, will be invoiced at the time they are incurred.
- c. ECRA out-of-pocket expenses including, but not limited to printing, postage, travel, and lodging will be invoiced to the District for reimbursement at the time they are incurred.

**7. Business Relationship**

- a. The District and ECRA agree that ECRA does not have the status of employee, shall not be entitled to any employee fringe benefits, and shall function as an independent contractor.
- b. The District agrees that any and all intellectual property and technology designed, made, or conceived by ECRA (solely or jointly with others) arising from ECRA's work for the District, is the sole property of ECRA, without royalty or other consideration to the District and shall survive this Agreement.
- c. The District understands that it is unlawful for it to either disclose to any person outside of the District's employment or make any unauthorized use of ECRA trade secrets or confidential information unless it can be shown that such information has become public knowledge through no act of the District.

**8. Term and Termination**

This Agreement is effective upon signing by the District. The term of this Agreement is for three (3) school years, beginning July 1, 2024, and ending June 30, 2027.

**9. Use and Receipt of Student Data**

ECRA will abide by all student data privacy and security regulations including the Family Educational Rights and Privacy Act (FERPA).

- a. With respect to any data that could be considered "education records" as defined under the Family Educational Rights and Privacy Act (FERPA), ECRA acknowledges that for the purpose of this Agreement it will be designated as a "school official" with "legitimate educational interests" in the education records, as those terms have been defined under FERPA and its implementing regulations and ECRA agrees to abide by the FERPA limitations and requirements imposed on school officials.
- b. ECRA and the District recognize that in the course of working together, ECRA will be provided personally identifiable student data (covered information). The covered information provided to ECRA includes, but is not limited to, enrollments, demographics, grades, attendance, assessments, activities, and other data related to student engagement and student performance.
- c. ECRA will not disclose covered information to any third party unless permitted by law, court order, or the District.

- d. ECRA will not utilize covered information for any commercial purpose beyond the Scope of Services being provided, and specifically not for the purpose of advertising or marketing to students and their parents.
- e. In the event a breach of covered information exists, ECRA and the District will investigate the breach, at their own expense, within their respective organizations, and work together in good faith to determine the cause of the breach. Should it be determined the breach was a result of District employee error, compromised District systems, or other causes unrelated to ECRA's obligations under this Agreement, all costs and/or appropriate remedies are the responsibility of the District. Should it be determined the breach was a result of ECRA employee error, compromised ECRA systems, or other causes unrelated to the District, all costs and/or appropriate remedies are the responsibility of ECRA.
- f. ECRA will delete or de-identify all covered information provided to ECRA by the District within 180 days when it is no longer needed to fulfill the obligations under this Agreement.
- g. ECRA acknowledges that the District may be required to provide a redacted version of this Agreement to the public. The District will consult with ECRA to redact portions of this Agreement that could expose ECRA trade secrets or confidential information that would result in irreparable harm to ECRA's business.
- h. ECRA shall implement security procedures and practices that meet or exceed industry standards, including but not limited to, encryption of covered information, enforcement of strong passwords for user accounts, training of ECRA employees, and limiting access by ECRA employees to covered information to employees that have a legitimate educational interest in order to fulfill obligations of this Agreement.


**10. Applicable Law**

This Agreement will be governed by and construed in accordance with the laws of the State of Illinois. Any judicial proceeding brought by or against either party with respect to this Agreement must be brought in a state or federal court of competent jurisdiction located within the State of Illinois.

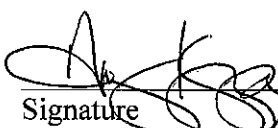
**11. Entire Agreement**

This Agreement sets forth the entire Agreement between the Parties. No alteration, amendment, change, addition, deletion or modification to this Agreement will be binding upon the Parties unless reduced to writing and duly authorized and signed by each of them.

**ECRA Group, Inc.:**

  
 \_\_\_\_\_  
 Signature  
 John L. Gatta  
 \_\_\_\_\_  
 Printed Name  
 CEO  
 \_\_\_\_\_  
 Title  
 4/2/2024  
 \_\_\_\_\_  
 Date

**Hazel Park Schools:**

  
 \_\_\_\_\_  
 Signature  
 Amy Kruppe  
 \_\_\_\_\_  
 Printed Name  
 Superintendent  
 \_\_\_\_\_  
 Title  
 4/2/2024  
 \_\_\_\_\_  
 Date



---

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

To: Dr. Amy Wilcox, Superintendent  
From: Karla J. Graessley  
Subject: Summer School Extended Day Activities  
Date: 7/15/2025

---

**Subject: Approval of Vendor Payments for After-School Enrichment Activities – Elementary & Junior High**

**Overview**

This memo seeks approval for payments to vendors providing afternoon enrichment activities at our Summer Discover programs for Hazel Park Elementary and Junior High students in the amount of \$45,300. These programs take place after the academic portion of the school day and are designed to support student engagement, academic reinforcement, and social-emotional development.

Michigan Stage	\$7500
Living Arts	\$5400
Accerate4Kids	\$22,800
YMCA	\$9600
Total	\$45,300

This funding will come from our **Summer Discovery Grant**, which is designated to support extended learning opportunities.

**Why We Are Implementing These Activities**

Research and district data indicate a strong need for expanded learning beyond the school day. After-school programs provide academic support, safe supervision, and enriching experiences that help reduce absenteeism and increase student motivation and engagement.

**Why This Is Good for Hazel Park Students**

1. **Academic Reinforcement:** Provides additional time for students to strengthen skills in literacy, math, and STEM in a supportive environment.
2. **Social-Emotional Growth:** Encourages teamwork, confidence, and persistence through engaging activities.
3. **Safe and Structured:** Keeps students safe and engaged during hours with increased risk of unsupervised activity.





**Research Supporting After-School Programs**

1. **Afterschool Alliance Report**

Enrichment programs improve student achievement, attendance, and graduation rates.

➤ <https://www.afterschoolalliance.org/Research.cfm>

2. **RAND Corporation – Making Summer Count**

Extended learning time through after-school programming contributes to academic gains.

➤ <https://www.rand.org/pubs/monographs/MG1120.html>

**Strategic Goal Alignment -**

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

**Funding Request**

We respectfully request Board approval to allocate **Summer Discovery Grant** funds for vendor payments of \$45,300 to provide quality, research-based enrichment programming at our elementary and junior high schools. Vendor selection was based on alignment with student needs and collaboration with school leadership and community partners.

**Conclusion**

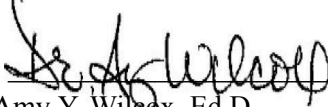
Funding after-school activities through trusted vendor partnerships is a proven strategy to enhance student academic success and engagement. We appreciate the Board’s support in approving this use of Summer Discovery Grant funds to further our commitment to student development.

**Funding Source:** Please check with the business office or “assign to” them to include in your memo.

**Recommendation**

That the Board of Education approve the allocation of funds from the **Summer Discovery Grant** to pay vendors providing after-school enrichment activities for elementary and junior high students in the amount of \$45,300.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

  
\_\_\_\_\_  
Amy Y. Wilcox, Ed.D.  
Superintendent



**HAZEL PARK  
SCHOOLS**

**Memorandum of Understanding  
Michigan Stage and Hazel Park Schools**

**I. Memorandum of Understanding**

This Memorandum of Understanding (MOU) sets out the principles to guide the activities of the partnership between Michigan Stage and Hazel Park Schools (HPS), the mission of which is to 1) increase access to the dramatic arts for HPS students by establishing training opportunities and professional pathways within the Michigan Stage scope of programming, and 2) support student wellness via SEL-based interpersonal activities.

**II. Program Partners**

The following entities are participating in building this community partnership. They are committed to the mission of the project and will collaborate to achieve its strategic objectives.

- a. Michigan Stage
  - i. Tim Paré, Artistic Director
- b. Hazel Park Schools
  - i. Amy Kruppe, Ed.D., Superintendent
  - ii. Karla Graessley
  - iii. Dr. Stephanie Dulmage

**III. Partnership Description, Timeline, & Purpose**

- a. Timeline (details below)
  - i. *Six weeks of Summer Camp*
    - 1. *June 23 - August 1*
- b. Scale: Four days of programming per week for two hours each.
  - i. *United Oaks*: Two days per week for two hours each led by up to three Teaching Artists.
  - ii. *Hazel Park Junior High*: Two days per week for two hours each led by up to three Teaching Artists.

**IV. Playlab Details**

- a. Philosophy
  - i. Michigan Stage Playlabs are engaging, amusing, one-of-a-kind workshops that are heavily determined by the participating students under the guidance of professional teaching artists. Each program focuses on building interpersonal and performance skills through ensemble-based work, improvisation, and individualized coaching. Our traditional Playlabs culminate with a student-created original work to be performed on the final day of the program.
  - ii. Our unique Playlab model blends storytelling with performing arts and a focus on preserving our region's history. Groups of all ages and communities learn to work together, sharing ideas and building collaborative social skills in a creative environment, thereby expanding the boundaries of where theater can take us.

**b. Location**

- i. United Oaks Elementary - Location TBD
- ii. Hazel Park Junior High - Location TBD

**c. Campers**

- i. Playlabs are a space for the brave and curious. We attract both veterans of the stage and first-time performers. We're a strengths-based arts program. We meet our students where they are—regardless of ability or experience, affirming their positive attributes, and inspiring them to be compassionate to themselves and others throughout the creative process.
- ii. Registration will be handled by HPS.

**d. Performance Outcomes**

- i. The Playlabs summer program will culminate with an original, camper-created performance to share back at each respective school. The performance will be *30 minutes* and integrate skills acquired throughout the session including storytelling, acting, and improvisation.
- ii. Michigan Stage has summer performance opportunities that HPS students are invited to see.

**e. SEL Outcomes**

- i. Michigan Stage Playlabs are a safe environment where students can express themselves, find their voice, learn how to deal with challenging situations, and better understand how the choices they make will impact their lives and the lives of those around them, ensuring they will grow up to be well-rounded, active citizens.
- ii. 100% of participants have access to:
  1. Acting and improv training
  2. Tools for conflict resolution and self-regulation
  3. Heightened SEL competencies: Playlabs nurture creative expression, develop positive social and emotional identity, and encourage curiosity, collaboration, and critical thinking—all through the performing arts.
  4. Increased confidence, social-capital, and social engagement
  5. Fun and new friends
- iii. Playlabs are a safe space and structured environment for students to connect and grow outside of traditional school environments.
- iv. Repurposed elements from traditional sports leagues reinforce team unity, camaraderie, and good sportsmanship.

**f. Schedule - Hazel Park School District****i. Summer Camp****1. Weeks June 23 - August 1****a. United Oaks Elementary**

- i. Two afternoons per week for two hours each, Monday and Wednesday, 1:00 - 3:00pm

1. Pending program structure Michigan Stage can offer program rotation twice each day (one hour sessions) to accommodate all interested students as they rotated through other program activities.

**ii. All-Camp Performance Date TBD****b. Hazel Park Junior High**

- i. Two afternoons per week for two hours each, Tuesday and Thursday, 1:00 = 3:00
  1. Pending program structure Michigan Stage can offer program rotation twice each day (one hour sessions) to accommodate all interested students as they rotated through other program activities.
- ii. All-Camp Performance Date TBD

## V. Program Staffing & Resources

- a. **Playlab facilitators**
  - i. **Teaching Artist(s):** This Michigan Stage contractor plans and facilitates the Playlab workshops. Our participant-to-teacher ratio will never exceed 10:1.
  - ii. **Camp Counselors:** Although not an official member of the team, camp counselors are invited to join in capacity building.
- b. **Administrative & managerial staff**
  - i. **Social Workers:** This Michigan Stage staffer advises staff on best practices.
  - ii. **Programs Coordinator:** This Michigan Stage representative coordinates performance details with district liaison, supports on-site staff with materials, resources, and facilitates substitution requests.

## VI. Finances

- a. **Insurance**
  - i. Michigan Stage carries liability insurance underwritten by Michigan Millers.
- b. **Funding**
  - i. Michigan Stage will pay all staff involved in the coordination of Playlabs.
  - ii. HPS will provide in-kind contributions of space for the Playlabs, as well as pay Michigan Stage \$7,500 for the six weeks.
- c. **Rentals**
  - i. Michigan Stage will be granted access to HPS spaces for the planning, production, and exhibition of Playlabs at no cost.

## VII. Amendment to this Memorandum of Understanding

The partners may agree to amend this MOU, provided they support the incorporation of this amendment into this document. This MOU will remain in effect until June 15, 2025, with annual review.

**Acknowledged and agreed upon by:**

**On behalf of Michigan Stage:**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**On behalf of Hazel Park Schools:**

By: \_\_\_\_\_

Name: Dr. Amy Kruppe

Title: Superintendent

Date: June 3, 2025



June 15, 2024

Dear Hazel Park School District Leadership:

Living Arts is looking forward to a partnership with Hazel Park School District (HPSD) through our In-School Arts Program in Fall 2024 with Arts Education Residencies.

**By signing this agreement, HPSD commits to paying and not exceeding \$6000 to Living Arts for arts education residencies. The work will be delivered between June 23- August 1 2025 Living Arts will provide the following:**

United Oaks (Dance + Visual Art):**60 total hours**  
2 days per week × 6 weeks × 2.5 hours per day × 2 teaching artists @  
\$60/hour = \$3,600

Hazel Park Junior High (Visual Art):**30 total hours**  
2 days per week × 6 weeks × 2.5 hours per day × 1 teaching artist @ \$60/hour  
= \$1,800

Total Program Costs: **\$5400**

- **Additionally, Living Arts will provide the following at no cost to the school:**
  - **1 School Orientation for school staff**
  - **Survey results from student and teaching artist exit surveys**
  - **Some technology and materials needed for residencies at no cost to the school.**

Our teaching artists will lead after school experiences that engage the youth during the entire of the agreed upon program time. These experiences are designed to be self-contained, allowing youth to sign up for the entire experience with Living Arts for the selected afternoons. Sessions will focus not only artistic learning, but also on creative development and social-emotional development in areas such as planning, reflection, collaboration, leadership, and self-expression.

**The total cost of services is NTE \$5400. Living Arts will bill Hazel Park School District \$2700 during the months of June, July 2025**

Living Arts' In-School Arts matches expert teaching artists with partner programs to engage youth in arts-based lessons that support artistic, technical, and social-emotional learning goals in line with priorities expressed by the partner organization. We ask HPSD to commit to meeting these project requirements as a participant in this agreement:

- **HPSD will market, recruit, and enroll all residency participants, including keeping and managing a wait list if necessary, and managing all participant communications. Living Arts will provide support in sharing the word and creating flyers if desired.**
- **HPSD will provide adequate spaces for artmaking catered to each art form, for example a quiet room for Music Production, and a room with tables and adequate lighting for Fiber Arts.**
- **Students will participate fully in the after school residencies which are led by the Living Arts Teaching Artist. HPSD will manage communications with students and their families checking in after absences and maintaining good attendance. Students who do not attend the first two sessions will have their enrollment spot offered to the next person on the waitlist.**
- **The Residencies will be scheduled as soon as possible following the signing of this agreement. HPSD shall provide a point person for Living Arts to support our coordination of all services and for routine communication.**
- **HPSD will provide an on-site support person who can be easily contacted in the case of questions, emergencies, or needing support inside the classroom, as well as coordinating communications with the families of participants.**

Thank you for entrusting us with this important work. We are excited to continue our partnership with Hazel Park School District!

Sincerely,

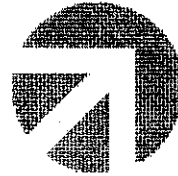
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Laura Scales  
Chief Executive Officer  
Living Arts  
440 Burroughs St, Suite 141  
Detroit MI 48212

---

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

# Accelerate4KIDS



*Creating Tomorrow Creators*

**Partners:** Hazel Park School District

**Schools:** Hazel Park Junior High & United Oaks Elementary

**Grades:** 3<sup>rd</sup>-8<sup>th</sup>

**Type:** STEM Enrichment Program

## SUMMER STEM ENRICHMENT SCHOOL

The Summer STEM Enrichment Schools will provide students in grades 3<sup>rd</sup>-8<sup>th</sup> an opportunity to have a quality, fun learning experience about drone technology, computer programming, entrepreneurship and engineering projects. Students will gain 21<sup>st</sup> century skills including creativity, critical thinking, teamwork and presentation. The program will run 6 weeks (6/23-7/31) and be hosted at Hazel Park Jr High for 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders and United Oaks Elementary for 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> graders. Each group will have up to 30 students and two STEM.org Accredited programs:

### SCHEDULE

- 6<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> 9<sup>th</sup> : Wed (6/25, 7/2, 7/9, 7/16, 7/23, 7/30) – 30 kids
- 6<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> 9<sup>th</sup> : Thu (6/26, 7/3, 7/10, 7/17, 7/24, 7/31) – 30 kids
  - Aerial Drone at 12:30pm-2:00pm
  - JavaScript Game Design at 2:00pm-3:30pm
- 3<sup>rd</sup> 4<sup>th</sup> 5<sup>th</sup> : Mon (6/23, 6/30, 7/7, 7/14, 7/21, 7/28) – 30 kids
- 3<sup>rd</sup> 4<sup>th</sup> 5<sup>th</sup> : Tue (6/24, 7/1, 7/8, 7/15, 7/22, 7/29) – 30 kids
  - Minecraft Game Design at 12:30pm-2:00pm
  - Scratch Coding at 2:00pm-3:30pm

### DAILY AGENDA

- 11:30PAM-12:30PM Lunch
- 12:30PM-2:00PM First Technology
- 2:00PM-3:30PM Second Technology
- 3:30PM Departure/Pickup

### COST

- 6<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> : \$200/student, total \$12,000 for 60 students
- 3<sup>rd</sup> 4<sup>th</sup> 5<sup>th</sup> : \$180/student, total \$10,800 for 60 students
- TOTAL = \$22,800 (including Minecraft EDU Accounts)

### REQUIREMENTS

- HPSD will provide classrooms that are comfortable for 30 students, 6 extra CoDrone EDU, Chromebooks, WIFI and LCD screen with a pre-connected HDMI cord.
- HPSD will provide a secure storage for drones & supplies
- Accelerate4KIDS will provide instructor, curriculum, and Minecraft EDU accounts



### HPSD Contact

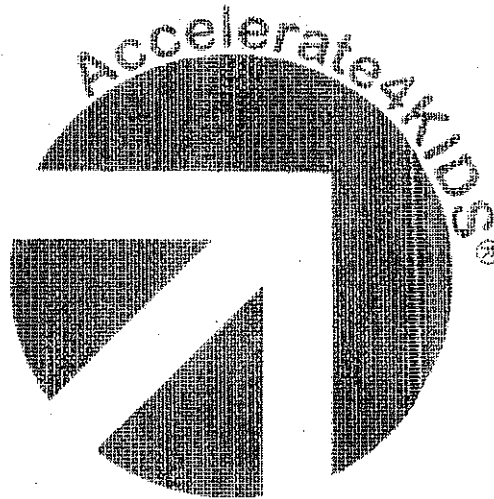
Karla Joy Graessley  
Director of Community Schools  
Hazel Park School District  
248-658-5284  
karla.graessley@myhpsd.org

### Accelerate4KIDS Contact

Thanh Tran  
Executive Director  
Accelerate4KIDS  
440 Burroughs Street, Ste 187  
Detroit, MI 48202  
313-757-0124  
thanh@accelerate4kids.org

# Accelerate4KIDS®

CREATING TOMORROW CREATORS



***HAZEL PARK SCHOOL DISTRICT  
2025 SUMMER ENRICHMENT PROGRAMS***

# ACCELERATE4KIDS® SERVICE AGREEMENT

**Organization Name:** HAZEL PARK SCHOOL DISTRICT

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**Organization Address:** 1620 E. ELZA

---

**Organization City, State, Zip:** HAZEL PARK, MI 48030

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**Organization Website:** WWW.HAZELPARKSCHOOLS.ORG

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**Contact Name:** KARLA JAY GRAESSLEY

---

**Contact Title:** DIRECTOR OF COMMUNITY SCHOOLS

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**Contact Email:** Karla.Graessley@myhpsd.org

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**Contact Phone:** 248-658-5284

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**Agreed Service:** Accelerate4KIDS will provide summer STEM enrichment programs for 120 youth at Hazel Park Jr High (6<sup>th</sup>-8<sup>th</sup>) and United Oaks Elementary (3<sup>rd</sup>-5<sup>th</sup>) including Drones, Coding & Game Design.

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**Date of Service:** 6/23 – 7/31 (6 weeks) at 12:30pm – 3:30pm

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**Total Cost of Service:** \$22,800 (Invoice 1 - \$11,400 & Invoice 2 - \$11,400)

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*This agreement is entered into between Accelerate4KIDS®, a Michigan nonprofit, having a principal mailing address at 440 Burroughs Street, Ste 187, Detroit, MI 48202, (referred to as "Accelerate4KIDS®") and the above client (referred to as "Organization"). The term of this agreement will begin on the effective date stated below and can be terminated by either party without of cause with at least two weeks written notice.*

*In addition, the client has made the participant families aware of the partnership with Accelerate4KIDS® and its purpose as an education organization. For their child(ren) to participate, the families have waived any rights against the Accelerate4KIDS®, the staffs and volunteers about the curricula being taught, the program activities, the use of photographs and videos for promotion, and data collected from classes, camps and clubs for research and program improvement. The client has discharge the Accelerate4KIDS®, the staffs, and volunteers of and from all claims debts, attorney fees, costs, actions and causes of action of any kind connected with this activity or these activities.*

*This Service Agreement is effective as of the* 3<sup>rd</sup> *day of* April , 20 25 .

## Accelerate4KIDS®

Signature: Thanh Tran

Name: Thanh Tran

Date: 4/3/25

## Partnership Organization

Signature: Catherine Cost

Name: Catherine Cost

Date: Interim Superintendent



# Program Memorandum of Understanding

This document describes the agreed-upon responsibilities and expectations between the YMCA of Metropolitan Detroit and the Partner Organization.

## PARTNER ORGANIZATION

Organization Name:	Hazel Park Public Schools				
City:	Hazel Park	State:	MI	ZIP:	48030
Contact Name:	Amy Kruppe				
Contact Phone:	248.658.5221				
Contact Email Address:	amy.kruppe@myhpsd.org				

## PROGRAM DETAILS

This Memorandum of Understanding shall remain in place from:			
Start Date:	06/23/2025	End Date:	07/31/2025
The proposed program schedule is as follows:			
Program Start Date:	06/25/2025	Program End Date:	07/31/2025
Program Start Time:	12:30pm	Program End Time:	2:00pm
Days of the week:	Mon,Wed, & Thurs	Total Sessions:	18
Program Description:			
Mon, wed, Thurs-12:30-2pm-Y on the Fly -3 x per wk			
Wed 2-3pm-Y Arts/Visual Arts-1 x per wk			
Fees:			
Total Due:	\$8,100	Date Due:	08/04/2025
Deposit Required:	\$1,500	Deposit Due:	06/09/2025
Cancelation Deadline:	06/09/2025	Cancelation Fee:	\$1,000
Method of Payment:	Check, Credit Card and ACH		
My-Y Achievers Programming requires a minimum number of participants	Is this an Achievers Program	NO	
Minimum Participants:	Registration Deadline		



## **RESPONSIBILITIES AND EXPECTATIONS**

### **Under this Memorandum, the YMCA of Metropolitan Detroit agrees to:**

- Provide adequate staff to ensure a safe environment for participating youth (determined by a sign-in) during program activities for the designated above time periods.
- Communicate program information and objectives to participants, parents, and staff.
- Provide the **Partner Organization** participants who complete the required paperwork access to all program sessions.

### **Under this Agreement, the Partner Organization agrees to:**

- Distribute program information and schedule provided by the YMCA to participating families and local residents in the community.
- Ensure the minimum participation requirements are met for programs to run.
- Allow the YMCA non-exclusive usage of designated program space for the dates and times noted above.
- Ensure that the designated area for programming is a safe and clean environment to host the program.
- Provide a 24-hour notice in writing of any changes in the agreed-upon schedule.
- Provide the YMCA with proof of insurance listing the YMCA of Metropolitan Detroit (1401 Broadway, Detroit MI 48226) as an additional insured.

## **INDEMNIFICATION**

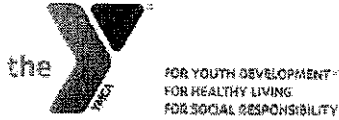
**Partner Organization** shall indemnify and hold harmless the YMCA, its directors, officers, employees, and agents from any and all claims, lawsuits, losses, damage, or injury to persons or property of whatever kind and nature, whether directly or indirectly arising from or in connection with its use of the **Partner Organization** Property by its employees, recipients and, invitees, which responsibility shall not be limited to the insurance coverage provided herein. Nothing provided in this agreement shall be construed as a modification or waiver of any immunity afforded by law to the **Partner Organization**.

## **DATA COLLECTION**

The YMCA continually strives to improve the program experience for participants. As part of that process, we work with other YMCA organizations as well as outside researchers to design and implement surveys to learn about experiences and growth during programming, as well as standard background information. The information collected is held in confidence by the YMCA and the researchers have no ability to identify any individual participant. Identifying information will never be released to anyone outside the YMCA. During the course of our study, we hope to conduct interviews with individual participants. Before that is done, the student and their parent or guardian will be asked to sign an additional consent form.

## **ANONYMOUS MEDIA RELEASE**

**Partner Organization** its staff, volunteers, vendors, and participants give the YMCA irrevocable consent to release photographs, slides, moving pictures, and audio/visual material for the purpose of YMCA records, public relations and/or advertising, videos, voice or text material, and either with or without my child's name or photo accompanying quotation. Similar media releases will be posted and exemption notices provided to the **Partner Organization**, its staff, volunteers, vendors, and participants.



**TERMINATION**

This Agreement may be terminated in whole or in part by either party without cause. Written notice of termination shall be given in writing to both the YMCA of Metro Detroit and **Partner Organization** a minimum of 30 days prior to cancellation and shall be sent via written request. Failure to honor any of the obligations stated above may also result in the termination of this Agreement.

Any cancelation by the **Partner Organization** made less than 30 days prior to the event is subject to a 15% cancelation fee.

**Signatures of authorized agency representatives:**

**YMCA of Metropolitan Detroit**

Michelle Kotas  
SVP Corporate Services/CFO

Lynette Simmons  
VP of Operations – Community Initiatives

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

(Partner Organization)

Name: Hazel Park Public Schools

Title: Superintendent

Signed by:  
Signature: Catherine Cost  
BADD00A700AB4FD...

Date: 5/27/2025

Thursdays- 7/3, 7/10, ~~7/17~~, 7/24, 7/31 additional \$300 per session=\$1500 additional =**\$3,300 Y Arts**, & **\$6,300 for Y on the Fly**. Total owed to the Y for summer programming = **\$9,600**  
Location: United Oaks Elementary  
1001 E Harry Ave, Hazel Park MI  
Time: 2:00-3:00pm

Please agree to this via email or I can complete a new MOU and it will void out the old one if you think that is best.



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

To: Dr. Amy Wilcox, Superintendent  
From: Dr. Stephanie Dulmage, Assistant Superintendent of Teaching and Learning  
Subject: Great Start Readiness Program Contract (GSRP)  
Date: 7/21/2025

We are recommending the renewal of Hazel Park Schools' participation in the Great Start Readiness Program (GSRP) for the 2025–2026 school year. This renewal ensures that Hazel Park Schools can continue offering preschool programming that prepares students for kindergarten and beyond.

GSRP is Michigan's state-funded preschool program for four-year-old children who may be at risk of educational failure. Hazel Park Schools has successfully implemented this program to provide high-quality early childhood education that supports school readiness and long-term academic achievement.

The program follows state guidelines and is monitored for quality and effectiveness. Continued participation allows us to provide critical early learning opportunities to eligible children in our community.

The program is funded through the Michigan Department of Education's GSRP grant.

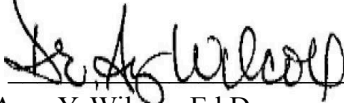
**Strategic Goal Alignment**

- 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.

**Recommendation**

That the Board approve the renewal of the Great Start Readiness Program for the 2025–2026 school year.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

  
\_\_\_\_\_  
Amy Y. Wilcox, Ed.D.  
Superintendent



## **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 Lifelong Education, Advancement and Potential (“MiLEAP”).
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 MiLEAP 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 MiLEAP.

## **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 MiLEAP, 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 MiLEAP, complete the Community Needs Assessment Application ("CNAA") with the MiLEAP, 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 MiLEAP.
- 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/MiLEAP. 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 MiLEAP, 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 April 30 annually.
  - b. New classrooms awarded funding from MiLEAP 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 From 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/MiLEAP/0,4615,7-140-63533\\_50451-217313--,00.html](https://www.michigan.gov/MiLEAP/0,4615,7-140-63533_50451-217313--,00.html). Oakland Schools must approve all ECSs per MiLEAP 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/MiLEAP/0,4615,7-140-63533\\_50451-217313--,00.html](https://www.michigan.gov/MiLEAP/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 MiLEAP 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 MiLEAP as required by Sections 32d and/or 39 of the State School Aid Act or the MiLEAP on or before such times or deadlines required by the MiLEAP 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 MiLEAP 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 MiLEAP 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 MiLEAP on or before such times or deadlines required by the MiLEAP 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 MiLEAP. 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 MiLEAP or Oakland Schools on or before such times or deadlines required by the MiLEAP and/or Oakland Schools.
- J. Sub-Recipient must demonstrate to Oakland Schools and the MiLEAP 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. **Child Find Responsibilities under IDEA**

Child Find is a requirement of the **Individuals with Disabilities Education Act (IDEA), 34 CFR § 300.111**, which mandates the identification, location, and evaluation of all children with disabilities from birth through age 21, including those enrolled in preschool programs. Each GSRP Sub-Recipient must ensure that children enrolled in GSRP who may be eligible for special education services are identified and referred for appropriate support.

The responsibility for Child Find and the provision of a Free Appropriate Public Education (FAPE) varies based on the entity type of the GSRP Sub-Recipient:

1. **GSRP Sub-Recipient is a Local Educational Agency (LEA):**
  - a. If the child is a **resident** of the LEA operating the GSRP program, that **LEA is responsible** for Child Find and FAPE.
  - b. If the child is a **non-resident**, the **operating LEA must coordinate** with the child's **resident LEA** to ensure Child Find and FAPE responsibilities are met.
2. **GSRP Sub-Recipient is a Public School Academy (PSA):**
  - a. The **PSA is responsible** for Child Find and the provision of FAPE for children enrolled in its GSRP program.
3. **GSRP Sub-Recipient is a Community-Based Organization (CBO):**
  - a. The **CBO is obligated to refer** any child suspected of having a

disability to the child's **resident LEA** for Child Find and FAPE.

b. If the child is found eligible, and the CBO is located within the **boundaries of the resident LEA**, the LEA must consider implementing the child's **Individualized Education Program (IEP)** in the regular preschool program at the CBO.

c. The **CBO must collaborate** with the resident LEA to ensure that the child receives necessary evaluations and services in a timely and appropriate manner.

#### **M. Licensing Requirements**

All sub-recipients must comply with all state licensing regulations that govern childcare. All must maintain a license in good standing and all regular child use areas must be approved for use. In addition:

- The program must notify Oakland Schools within 24 hours of an incident being reported to licensing or of a special investigation being initiated, regardless if the event involved a GSRP student.
- The program must notify Oakland Schools within 24 hours when there is a change from regular to provisional license or a continued provisional license.

#### **N. Child Assessment Data**

All subrecipients are required to utilize an approved child assessment platform (i.e. Kaymbu, TS Gold) under the Oakland Schools Intermediate School District (ISD) account. If a subrecipient does not operate within the Oakland Schools account, they must either: (1) provide Oakland Schools with full access to their independent assessment account or (2) submit complete child-level datasets in a format approved by Oakland Schools. Subrecipient must ensure that child assessment data is accessible to Oakland Schools or submitted directly at three designated points during the program year. Subrecipients must ensure that Early Childhood Specialists (ECSs) have timely access to this data for monitoring completion and quality, supporting instructional planning, and facilitating data-driven program quality improvement decision-making. Oakland Schools aggregates and analyzes child assessment data to inform county-wide strategic planning and program evaluation. All enrolled GSRP children must be represented in the data submissions to meet state reporting requirements.

### **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 MiLEAP 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 MiLEAP 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 MiLEAP 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 MiLEAP.

## **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 MiLEAP 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 MiLEAP 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 MiLEAP 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/MiLEAP/ECS\\_Imp\\_Manual\\_sectionADA\\_535136\\_7.pdf](https://www.michigan.gov/documents/MiLEAP/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/MiLEAP/ECS\\_Imp\\_Manual\\_sectionADA\\_535136\\_7.pdf](https://www.michigan.gov/documents/MiLEAP/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 MiLEAP 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/MiLEAP/ECS\\_Imp\\_Manual\\_sectionADA\\_535136\\_7.pdf](https://www.michigan.gov/documents/MiLEAP/ECS_Imp_Manual_sectionADA_535136_7.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)	<b>1. Fall + Winter (finalizes funding)</b> 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>Any research-based comprehensive curriculum on the MiLEAP approved list may be used by Programs with prior written notice to Oakland Schools on or before March 31<sup>st</sup> for the upcoming fiscal year.</p> <p><b>The use of a supplemental curriculum is expressly prohibited without prior written approval from Oakland Schools.</b></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 MiLEAP approved child assessment to Oakland Schools on or before March 31<sup>st</sup> for the upcoming fiscal year.</p> <p>CLASS is the preferred Oakland Schools classroom quality assessment tool. Subrecipient that are currently approved to use Classroom Coach may maintain the use of this tool by providing a written request to Oakland Schools on or before March 31 of the upcoming fiscal year. If no preference is indicated, CLASS will be provided. All new programs will receive CLASS.</p>

Professional Learning/Development

Comprehensive professional learning/development related to Key Elements of Quality, Child Assessment, Child Assessment, Ages and Stages Developmental Questionnaire, and Mi Early Childhood Connect (MIECC) will be provided by Oakland Schools.

A comprehensive learning plan related to the selected curriculum and assessment will be created and implemented with the guidance of OS. Additional professional learning that is required includes, but is not limited to:

- Nonviolent Crisis Intervention (NCI)
- Annual GSRP Enrollment
- ASQ Training
- Family Engagement
- Conflict Resolution
- Building Connections

## 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.



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 July 1, 2025 (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 Hazel Park Schools, a Choose One LEA, whose address is 1620 E. Elze Drive, (the "Participant").  
Hazel Park, MI 48030

- 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: FY26

WHEREAS, the Participant and Oakland Schools execute this Form as of the Effective Date.

**OAKLAND SCHOOLS**  
By: \_\_\_\_\_  
Its: Superintendent  
Date: \_\_\_\_\_

**PARTICIPANT**  
By: Angela Wilson, Ed.D.  
Its: Superintendent  
Date: 7/17/2025





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 Wilcox, Superintendent  
Subject: FMX Renewal  
Date: 7/21/2025

We are requesting Board of Education approval to move forward with the FMX software contract for facilities and maintenance management. This platform supports work order processing, asset tracking, preventative maintenance scheduling, and overall operational efficiency across the district.

The contract cost is not to exceed \$10,227.09 for the upcoming term. Funding for this agreement will be allocated from the existing technology and operations budget.

We believe FMX continues to be a valuable tool for streamlining building operations and enhancing accountability within our facilities management process.

**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 renewal of FMX, at a cost not to exceed \$10,227.09, as presented.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent





# Invoice #40245

25246 BY

110-284-0-0-0-0284-53450000

**From**

**Invoice Summary**

CW

FMX  
Facilities Management Express, LLC  
800 Yard Street, Suite 115  
Columbus, OH 43212  
(844) 664-4400  
billing@gofmx.com

**Invoice Number** 40245  
**Date** 07/01/2025  
**Terms** Net 30  
**Due Date** 07/31/2025  
**Amount Due (USD)** \$ 10,227.09

**Bill To**

Hazel Park School District  
1620 E Elza Ave  
Hazel Park, Michigan 48030  
United States  
accountspayable@myhpsd.org

**Item / Description**

**Amount**

<b>FMX Subscription Fee</b>	3,150.00
FMX Software Sales Software License (07/01/2025 to 06/30/2026) Includes Asset & Equipment Tracking, SSO, Unlimited Users and Lifelong Customer Support	
<b>Feature</b>	1,050.00
Preventive Maintenance for the FMX Software (07/01/2025 to 06/30/2026)	
<b>Feature</b>	1,050.00
Maintenance Request for the FMX Software (07/01/2025 to 06/30/2026)	
<b>Feature</b>	787.50
Reservation Finder for the FMX Software (07/01/2025 to 06/30/2026)	
<b>Feature</b>	787.50
Invoicing for the FMX Software (07/01/2025 to 06/30/2026)	
<b>Feature</b>	787.50
Inventory for the FMX Software (07/01/2025 to 06/30/2026)	
<b>Feature</b>	1,245.29
Schedule Request for the FMX Software (07/01/2025 to 06/30/2026)	
<b>Feature</b>	319.30
Satisfaction Surveys for the FMX Software (07/01/2025 to 06/30/2026)	
<b>Feature</b>	1,050.00
Technology Request for the FMX Software (07/01/2025 to 06/30/2026)	

90

**Amount Due (USD)** \$ 10,227.09

**Payment via ACH or through Stripe (links below) is preferred.**

**By Wire Transfer or ACH:**

- Huntington National Bank
- International Services EA2E85
- 7 Easton Oval, Columbus, OH 43219
- Routing & Transit: 044000024
- Account No: 01893040205
- For the Credit of: Facilities Management Express, LLC.
- SWIFT ID: HUNTUS33 (for International transfers)
- Remittance Advice: [billing@gofmx.com](mailto:billing@gofmx.com)

**Checks can be mailed to the following address:**

- Facilities Management Express, LLC
- L-4410
- Columbus, OH 43260

[FMX Terms of Use](#)



www.gofmx.com  
 1 (844) 664-4400  
 800 Yard St., Suite 115  
 Columbus, OH 43212

## Subscription Summary

### Contact Information

Name: Jason Zirnis  
 Email: jason.zirnis@hazelparkschools.org  
 Account: Hazel Park School District  
 Phone: 8104342081  
 Address: 1620 E Elza Ave, Hazel Park, Michigan,  
 United States, 48030

### Sales Order Information

Expiration Date: Feb 7, 2024  
 Prepared By (Name): Collin Tovell  
 Prepared By (Email): collin.tovell@gofmx.com  
 Contract Start Date: Feb 7, 2024  
 Contract End Date: Jun 30, 2024

Payment Terms:

Item Name	Feature Name	Line Item Notes	Net Price
Feature	Reservation Finder		\$750.00
Feature	Invoicing		\$750.00
Feature	Satisfaction Surveys	For Technology and Maintenance Requests	\$304.10
Feature	Preventive Maintenance		\$1,000.00
Feature	Schedule Request		\$1,185.99
Feature	Inventory		\$750.00
Feature	Technology Request		\$1,000.00
Feature	Maintenance Request		\$1,000.00
FMX Implementation & Training Fee	Implementation & Training Fee	One-time Fee	\$4,870.05
FMX One Time Subscription Incentive	FMX One Time Subscription Incentive	Waiving prorated subscription fees from start date to 6/30/2024	(\$3,896.04)
FMX Proration	FMX Proration	Prorated from 2/6/2024-6/30/2024. Will be adjusted accordingly based on start date	(\$5,844.05)
FMX Subscription Fee	FMX Subscription Fee	Includes Asset & Equipment Tracking, SSO, Unlimited Users and Lifelong Customer Support	\$3,000.00
<b>Total Net Price</b>			<b>\$4,870.05</b>



## Software as a Service Agreement

This Software as a Service Agreement (the "Agreement"), effective as of Signature Date (the "Effective Date"), is by and between Facilities Management Express, LLC ("FMX") and the customer listed on the applicable Subscription Summary ("Customer"). FMX and Customer may be referred to herein collectively as the "Parties" or each individually as a "Party."

**WHEREAS**, FMX provides access to its software-as-a-service offerings to its customers, as described in the applicable Subscription Summary, attached hereto;

**WHEREAS**, Customer desires to access the software-as-a-service offerings, and FMX desires to provide Customer access to such offerings, subject to the terms and conditions set forth in this Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Definitions. The definitions identified above are hereby incorporated by reference.

"Aggregated Statistics" means data and information related to Customer's use of the Services that is used by FMX in an aggregate and anonymized manner, including to compile statistical and performance information related to the provision and operation of the Services.

"Authorized Users" means Customer's employees, consultants, contractors, and agents (a) who are authorized by Customer to access and use the Services under the rights granted to Customer pursuant to this Agreement; and (b) for whom access to the Services has been purchased hereunder, as set forth in the Subscription Summary.

"Confidential Information" has the meaning set forth in Section 5.

"Customer Data" means information, data, and other content, in any form or medium, that is collected, downloaded, or otherwise received, directly or indirectly, from Customer or an Authorized User by or through the Services. For the avoidance of doubt, Customer Data does not include Aggregated Statistics or any other information reflecting the access or use of the Services by or on behalf of Customer or any Authorized User.

"Customer IP" means Customer's trademarks, service marks, trade names, logos, symbols, or brand names.

"Customer Systems" means the Customer's information technology infrastructure, including computers, software, hardware, databases, electronic systems (including database management systems), and networks.

"Digital Notice" means any notices, demands, or other communications required or desired to be given hereunder by any Party may be delivered by electronic mail or other digital means.

"Documentation" means any manuals, instructions, or other documents or materials that the FMX provides or makes available to Customer in any form or medium and which describe the functionality, components, features, or requirements of the Services, including any aspect of the installation, configuration, integration, operation, use, support, or maintenance thereof.

"Fees" has the meaning set forth in Section 4(a).

"Feedback" has the meaning set forth in Section 6(c).

"Force Majeure Event" has the meaning set forth in 14(d).

"FMX IP" means the Services, Documentation, and any and all other information, data, documents, materials, works, and other content, devices, methods, processes, hardware, software, and other technologies and inventions, including any deliverables, technical or functional descriptions, requirements, plans, or reports, that are provided or used by FMX in connection with the Services or otherwise comprise or relate to the Services. For the avoidance of doubt, FMX IP includes Aggregated Statistics and any information, data, or other content derived from FMX's monitoring of Customer's access to or use of the Services, but do not include Customer Data.

"Renewal Term" has the meaning set forth in Section 13(b).

"Services" means the software-as-a-service solutions described in the Subscription Summary.

"Service Suspension" has the meaning set forth in Section 3(f).

"Subscription Summary" means the Subscription Summary entered into by the Parties and attached to this Agreement.

"Term" has the meaning set forth in Section 13(a).

"Third Party Claims" means any losses, damages, liabilities, costs (including attorneys' fees) resulting from any third-party claim, suit, action, or proceeding.

"Third-Party Services" means software, services or other material offered by a third-party.

## 2. Provision of Access.

(a) Access to Services. Subject to and conditioned on Customer's payment of Fees and compliance with all other terms and conditions of this Agreement, FMX hereby grants Customer a non-exclusive, non-transferable right to access and use the Services listed on the Subscription Summary, as attached hereto, during the Term,

solely for use by Customer and its Authorized Users (if any), in accordance with the terms and conditions herein. Such use is limited to Customer's internal use.

(b) Subscription Summary. The specific Services to be provided, the initial Service term(s), and the Fees for such Services shall be identified on the Subscription Summary, as may be amended by the parties from time to time, in writing. If applicable to the Services offered under the Subscription Summary, the Subscription Summary shall further identify the quantity of Authorized Users purchased by the Customer to access the Services.

(c) Documentation License. Subject to the terms and conditions contained in this Agreement, FMX hereby grants to Customer a non-exclusive, non-sublicensable, non-transferable license to use the Documentation during the Term solely for Customer's internal business purposes in connection with its use of the Services.

(d) Changes. FMX may, via Digital Notice, keep Customer informed of Service updates, scheduled maintenance, new versions of the Services offered hereunder, and other developments which may affect Customer's use of the Services. FMX reserves the right, in its sole discretion, to make any changes to the Services and Documentation that it deems necessary or useful to (among other things): (a) maintain or enhance: (i) the quality or delivery of FMX's services to its customers; (ii) the competitive strength of or market for FMX's services; or (iii) the Services' cost efficiency or performance; or (b) to comply with applicable law. All updates shall remain the sole property of FMX and be subject to this Agreement in all respects.

(e) Third-Party Services. FMX may from time to time make Third-Party Services available to Customer. For purposes of this Agreement, such Third-Party Services are subject to their own terms and conditions. Customer acknowledges that FMX makes no representations or warranties with respect to or regarding such Third-Party Services, including but not limited to the quality, availability, interoperability, or functionality of any third-party platforms or APIs. All use of Third-Party Services is subject to compliance with terms and conditions of use required by such third-parties and is at Customer's sole risk.

### 3. Use of Services.

#### (a) Control.

(i) Customer acknowledges and agrees that it is solely responsible for the operation, supervision, management and control of the Customer's and Authorized Users' (if any) use of the Services, including but not limited to maintaining the confidentiality and security of its login credentials, providing training for its personnel, instituting appropriate security procedures applicable to its Authorized Users' access and use of the Services, and implementing reasonable procedures to examine and verify all output before use.

(ii) Customer has and will retain sole control over the operation, maintenance, and management of, and all access to and use of the Customer Systems, whether operated directly by Customer or through the use of third-party services. Customer shall, at its sole expense, provide, configure and be responsible for the proper functioning of Internet connectivity at levels recommended by FMX, hardware, systems software, and other applications software, during the Term, for proper functioning of the Services.

(iii) Customer is responsible and liable for all uses of the Services and Documentation resulting from access provided by or through Customer's account, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement.

(b) Authorized Users.

(i) FMX will review Customer's compliance with the Authorized User allocation identified on the Subscription Summary on a regular basis if any Authorized User is provided access to the Services. Upon notification from FMX, Customer will have thirty (30) days to bring Customer's account back into compliance with the Authorized User quantity from the Subscription Summary. FMX will exercise reasonable efforts to work with the Customer to reduce Customer's Authorized Users by identifying users that are inactive or improperly classified so that it achieves compliance. In the event that the Customer is unable to achieve compliance, the Customer agrees to pay for excess usage in accordance with the Section 4 below.

(ii) If any Authorized User is provided access to the Services, Customer is responsible for all acts and omissions of Authorized Users, and any act or omission by an Authorized User that would constitute a breach of this Agreement if taken by Customer will be deemed a breach of this Agreement by Customer. Customer shall use reasonable efforts to make all Authorized Users, if any, aware of this Agreement's provisions as applicable to such Authorized User's use of the Services and shall cause Authorized Users to comply with such provisions.

(c) Use Restrictions. Customer shall not use the Services for any purposes beyond the scope of the access granted in this Agreement. Customer shall not at any time, directly or indirectly, and shall not permit any Authorized Users to: (i) copy, modify, or create derivative works of the Services or Documentation, in whole or in part; (ii) rent, lease, lend, sell, license, sublicense, assign, distribute, publish, transfer, or otherwise make available the Services or Documentation; (iii) reverse engineer, disassemble, decompile, decode, adapt, or otherwise attempt to derive or gain access to any software component of the Services, in whole or in part; (iv) remove any proprietary notices from the Services or Documentation; or (v) use the Services or Documentation in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right, right of privacy, or other right of any person, or that violates any applicable law.

(d) Cooperation. Customer shall at all times during the Term (as defined herein), provide all cooperation and assistance as FMX may reasonably request to enable FMX to exercise its rights and perform its obligations under and in connection with this Agreement.

(e) Support. FMX will provide normal phone and email support on business days Monday through Friday 8:00 AM to 6:00 PM Eastern Time.

(f) Suspension. Notwithstanding anything to the contrary in this Agreement, FMX may temporarily suspend Customer's and any Authorized User's (if any) access to any portion or all of the Services if: (i) FMX reasonably determines that (A) there is a threat or attack on any of the FMX IP; (B) Customer's or any Authorized User's use of the Services disrupts or poses a security risk to the FMX IP or to any other customer or vendor of FMX; (C) Customer, or any Authorized User, is using the Services for fraudulent or illegal activities; (D) subject to applicable law, Customer has ceased to continue its business in the ordinary course, made an assignment for the benefit of creditors or similar disposition of its assets, or become the subject of any bankruptcy, reorganization, liquidation, dissolution, or similar proceeding; or (E) FMX's provision of the Services to Customer or any Authorized User is prohibited by applicable law; (ii) any vendor of FMX has suspended or terminated FMX's access to or use of any Third-Party Services or products required to enable Customer to access the Services; or (iii) in accordance with Section 4(b) (any such suspension described in subclause (i), (ii), or (iii), a "Service Suspension"). FMX shall use commercially reasonable efforts to provide written notice of any Service Suspension to Customer. FMX shall use commercially reasonable efforts to resume providing access to the Services as soon as reasonably possible after the event giving rise to the Service Suspension is cured. FMX will have no liability for any damage, liabilities, losses (including any loss of data or profits), or any other consequences that Customer or any Authorized User may incur as a result of a Service Suspension.

(g) Aggregated Statistics. Notwithstanding anything to the contrary in this Agreement, FMX may monitor Customer's use of the Services and collect and compile data and information related to such use in an aggregate and anonymized manner. As between FMX and Customer, all right, title, and interest in Aggregated Statistics, and all intellectual property rights therein, belong to and are retained solely by FMX. Customer acknowledges that FMX may compile Aggregated Statistics based on Customer Data (as defined herein) input into the Services. Customer agrees that FMX may use Aggregated Statistics to the fullest extent and in the manner permitted under applicable law.

(h) Reservation of Rights. FMX reserves all rights not expressly granted to Customer in this Agreement. Except for the limited rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to Customer or any third party any intellectual property rights or other right, title, or interest in or to the FMX IP.

#### 4. Fees and Payment.

(a) Fees. Customer agrees to pay FMX the fees for Services as listed in the Subscription Summary ("Fees"). In the event that either a Service is added to or removed from the Services provided to Customer by mutual agreement of the Parties, or, if applicable, the Parties agree to increase or decrease the number of Authorized Users, the Subscription Summary shall be modified by FMX to reflect the then-current Fees. In the event the Subscription Summary is modified, the applicable Fees for the then current invoice period shall be calculated by FMX in accordance with its then current practices.

(b) Payment Terms. Unless otherwise specified in the Subscription Summary, FMX will invoice Customer periodically. The Customer will pay any undisputed invoice within thirty (30) days of the applicable invoice date, unless otherwise stated in the Subscription Summary. If Customer has a good faith dispute as to any amounts invoiced, Customer shall promptly notify FMX of the grounds for such dispute, pay the undisputed portion of such invoice when due, and engage with FMX in good faith efforts to resolve such dispute promptly. Customer will pay FMX simple interest on all overdue payments at a rate of 10% per year, or the maximum rate allowable by law, if lesser. If any amount is past due, FMX may, without notice, immediately suspend Customer's access to any or all Services until such amounts are paid in full. Customer shall be responsible for all expenses incurred by FMX in the collection of any unpaid invoice, including attorney's fees and costs.

(c) Fees Exclusive of Taxes. All Fees and other amounts payable by Customer under this Agreement are exclusive of taxes and similar assessments. Customer is responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by Customer hereunder, other than any taxes imposed on FMX's income.

5. Confidential Information. From time to time during the Term, either Party may disclose or make available to the other Party information about its business affairs, products, confidential intellectual property, trade secrets, third-party confidential information, and other sensitive or proprietary information, whether orally or in written, electronic, or other form or media, and whether or not marked, designated, or otherwise identified as "confidential" (collectively, "Confidential Information"). In the case of FMX, the term "Confidential information" includes the Services and the FMX IP. Confidential Information does not include information that, at the time of disclosure is: (a) in the public domain except as a result of a Party's violation of this Agreement; (b) known to the receiving Party on a non-confidential basis at the time of disclosure; (c) rightfully obtained by the receiving Party on a non-confidential basis from a third party; (d) Aggregated Statistics; or (e) independently developed by the receiving Party without reference to the other Party's Confidential Information. The receiving Party shall not disclose the disclosing Party's Confidential Information to any person or entity, except to the receiving Party's employees who have a need to know the Confidential Information for the receiving Party to exercise its rights or perform its obligations hereunder. The receiving Party shall be liable for any unauthorized use or disclosure of the disclosing Party's Confidential Information by any of such receiving Party's employees or agents in the same manner as if such use or disclosure was made by the receiving Party itself. Further, the receiving Party shall not use the disclosing Party's

Confidential Information for any purpose except in performance of the receiving Party's duties or the exercise of the disclosing Party's rights under this Agreement. Notwithstanding the foregoing, each Party may disclose Confidential Information to the limited extent required (i) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall first have given written notice to the other Party and made a reasonable effort to obtain a protective order, at the request and expense of the other Party; or (ii) to establish a Party's rights under this Agreement, including to make required court filings. On the expiration or termination of the Agreement, the receiving Party shall promptly return to the disclosing Party all copies, whether in written, electronic, or other form or media, of the disclosing Party's Confidential Information, or destroy all such copies and certify in writing to the disclosing Party that such Confidential Information has been destroyed. Each Party's obligations of non-disclosure with regard to Confidential Information are effective as of the Effective Date and will expire two (2) years from the date of termination of this Agreement; provided, however, with respect to any Confidential Information that constitutes a trade secret (as determined under applicable law), such obligations of non-disclosure will survive the termination or expiration of this Agreement for as long as such Confidential Information remains subject to trade secret protection under applicable law.

6. Intellectual Property Ownership; Feedback.

(a) FMX IP. Customer acknowledges that, as between Customer and FMX, FMX owns all right, title, and interest, including all intellectual property rights, in and to the FMX IP included within the Services and/or provided to Customer or any Authorized User in connection with the foregoing. For the avoidance of doubt, FMX IP includes Aggregated Statistics and any information, data, or other content derived from FMX's monitoring of Customer's access to or use of the Services, but does not include Customer Data, and, with respect to Third-Party Services, the applicable third-party owns all right, title, and interest, including all intellectual property rights, in and to the Third-Party Services. No ownership rights in the FMX IP are transferred to Customer. Customer acknowledges and agrees that Customer neither has nor at any time shall attempt to claim, any interest in or to any of the FMX IP or the use thereof other than any limited rights of access and use as expressly granted in this Agreement.

(b) Customer Data. FMX acknowledges that, as between FMX and Customer, Customer owns all right, title, and interest, including all intellectual property rights, in and to the Customer Data that is submitted, posted, or otherwise transmitted by or on behalf of Customer or an Authorized User through the Services, other than the Aggregated Statistics. Customer hereby grants to FMX a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the Customer Data and perform all acts with respect to the Customer Data as may be necessary for FMX to provide the Services to Customer, and a non-exclusive, perpetual, irrevocable, royalty-free, worldwide license to reproduce, distribute, modify, and otherwise use and display Customer Data incorporated within the Aggregated Statistics.

(c) Feedback. If Customer or any of its employees or contractors sends or transmits any communications or materials to FMX by mail, email, telephone, orally or otherwise, suggesting or recommending changes to the Services or the FMX IP, including without limitation, new features or functionality relating thereto, or any comments, questions, suggestions, or the like ("Feedback"), FMX is free to use such Feedback without any obligation to Customer or any other person, irrespective of any other obligation or limitation between the Parties governing such Feedback. Customer hereby assigns to FMX on Customer's behalf, and on behalf of its employees, contractors and/or agents, all right, title, and interest in, and FMX is free to use and fully exploit, without any attribution or compensation to any party, any ideas, know-how, concepts, techniques, or other intellectual property rights contained in the Feedback, for any purpose whatsoever, although FMX is not required to use any Feedback.

7. Data Security.

(a) FMX Obligations. FMX shall not use, disclose or access Customer Data except as authorized by Customer, required to provide and support the Services or to comply with law or as permitted by this Agreement, the Documentation or the Subscription Summary. FMX shall implement commercially reasonable controls and procedures to limit access or use by its employees and contractors to Customer Data except as permitted by the preceding sentence. FMX, however, makes no representations or warranties with regard to Customer or any third party's compliance with standards or use of other data security controls.

(b) Customer Obligations. Customer represents that Customer has all required rights and permissions to transmit the data through the Services and that Customer's collection, use, processing and disclosure of the Customer Data complies with all applicable laws and governmental and industry regulations. FMX does not review data stored or transmitted through the Services, and FMX shall not be responsible for the legality of any such data or transmissions. Customer agrees to safeguard all usernames and passwords associated with the Services and acknowledges Customer shall be liable for any actions conducted using Customer's username, whether or not authorized by Customer.

8. Representations and Warranties; Acknowledgment.

(a) By Customer. Customer represents and warrants that (a) all Customer Data and other materials and data provided by Customer do not, and will not, infringe any United States patent, copyright, trademark, service mark or other intellectual property right of any third party in the United States; (b) Customer is now in compliance with and during the Term of the Agreement shall continue to remain in compliance with all applicable U.S. and foreign laws and regulations including but not limited to (i) the International Emergency Economic Powers Act (50 U.S.C. § 1701) and all other laws administered by United States Office of Foreign Assets Control or any other governmental authority imposing economic sanctions and trade embargoes, (ii) U.S. export control laws, including the Export Administration Regulations promulgated under the Export Administration Act of 1979 and the International Traffic in Arms Regulations administered by the U.S. Department of State, and (iii) the

Foreign Corrupt Practices Act of 1977, as amended; and (c) each of the Authorized Users shall agree to be bound by and comply with this Agreement.

(b) Customer Acknowledgment. Customer acknowledges that the proper functioning and availability of the Services is dependent on interface and data exchange with various Customer and third-party platforms and APIs. In the event that changes, or updates are made to such Customer or third-party platforms or APIs, changes or updates may be required to FMX's infrastructure or codebase in order to maintain the functionality of the Services. FMX reserves the right to charge additional fees or increase the Fees to be payable by Customer in order to accommodate such changes or updates.

9. Limited Warranty; Warranty Disclaimer. FMX will make commercially reasonable efforts to make the Services available in a professional manner substantially consistent with the level of care, skill, practice and judgment exercised by other professionals in developing and providing Services of a similar nature under similar circumstances. EXCEPT FOR THE LIMITED WARRANTY PROVIDED HEREIN, THE SERVICES AND THE FMX IP ARE PROVIDED "AS IS" AND "WHERE IS" AND WITH ALL FAULTS, AND FMX HEREBY DISCLAIMS ALL OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. FMX SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. FMX MAKES NO WARRANTY OF ANY KIND THAT THE FMX IP, OR ANY SERVICES OR RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM, OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE. IN THE EVENT OF ANY INTERRUPTION NOT PERMITTED BY THIS AGREEMENT, FMX'S SOLE OBLIGATION SHALL BE TO RESTORE ACCESS AS SOON AS REASONABLY POSSIBLE. CUSTOMER ACKNOWLEDGES AND AGREES THAT CUSTOMER HAS NOT ENTERED INTO THE AGREEMENT ON THE BASIS OF ANY REPRESENTATIONS OR PROMISES NOT EXPRESSLY CONTAINED HEREIN.

10. Customer Indemnification. Customer shall indemnify, hold harmless, and, at FMX's option, defend FMX from and against any Third-Party Claim that (a) the Customer Data, or any use of the Customer Data in accordance with this Agreement, infringes or misappropriates such third party's intellectual property rights, privacy rights or other rights, and (b) any Third-Party Claims based on Customer's or any Authorized User's (i) negligence or willful misconduct; (ii) use of the Services in a manner not authorized by this Agreement; (iii) use of the Services in combination with data, software, hardware, equipment, or technology not provided by FMX or authorized by FMX in writing; or (iv) modifications to the Services not made by FMX; provided that Customer may not settle any Third-Party Claim against FMX unless FMX consents in writing to such settlement, and further provided that FMX will have the right, at its option, to defend itself against any such Third-Party Claim or to participate in the defense thereof by counsel of its own choice.

11. FMX Indemnification. FMX shall indemnify, defend, and hold harmless Customer from and against any and all Third-Party Claims that the Services, or any use of the

Services in accordance with this Agreement, infringes or misappropriates such third party's intellectual property rights, provided that Customer promptly notifies FMX in writing of such Third-Party Claim, cooperates with FMX, and allows FMX sole authority to control the defense and settlement of such Third-Party Claim. If a Third Party-Claim is made or appears possible, Customer agrees to permit FMX, at FMX's sole discretion, to (a) modify or replace the Services, or component or part thereof, to make it non-infringing, or (b) obtain the right for Customer to continue use. If FMX determines that neither alternative is reasonably available, either Party may terminate this Agreement, in its entirety or with respect to the affected component or part, effective immediately on written notice to the other. This Section will not apply to the extent that the alleged infringement arises from: (a) use of the Services in combination with data, software, hardware, equipment, or technology not provided by FMX; (b) modifications to the Services not made by FMX; or (c) Customer Data.

12. Limitations of Liability. NOTWITHSTANDING ANY DAMAGES THAT CUSTOMER MIGHT INCUR FOR ANY REASON WHATSOEVER, IN NO EVENT WILL FMX BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT OR OTHERWISE UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY: (a) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES; (b) INCREASED COSTS, DIMINUTION IN VALUE OR LOST BUSINESS, PRODUCTION, REVENUES, OR PROFITS; (c) LOSS OF GOODWILL OR REPUTATION; (d) USE, INABILITY TO USE, LOSS, INTERRUPTION, DELAY, OR RECOVERY OF ANY DATA, OR BREACH OF DATA OR SYSTEM SECURITY; OR (e) COST OF REPLACEMENT GOODS OR SERVICES, IN EACH CASE REGARDLESS OF WHETHER FMX WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. IN NO EVENT WILL FMX'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED THE LESSER OF THE ACTUAL, DIRECT DAMAGES INCURRED OR THE AMOUNT ACTUALLY PAID OR PAYABLE BY CUSTOMER UNDER THIS AGREEMENT DURING THE SIX (6) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO THE INITIAL CLAIM. THE PARTIES ACKNOWLEDGE AND AGREE THAT THE FEES REFLECT THE ALLOCATION OF RISK SET FORTH IN THIS PARAGRAPH AND THAT FMX WOULD NOT ENTER INTO THIS AGREEMENT WITHOUT THE LIMITATIONS OF LIABILITY SET FORTH HEREIN.

13. Term and Termination.

(a) Term. The term ("Term") of this Agreement shall commence on the Effective Date and shall continue thereafter until the termination or expiration, as applicable, of the term for each Service listed on the Subscription Summary, as may be amended from time to time by the parties, in writing.

(b) Renewal. Following the initial Term, the Term of this Agreement shall continue for a subsequent period of time that is equal to the duration of the initial Term (each such period, a "Renewal Term") unless either Party elects to terminate this Agreement by giving written notice to the other Party of the election to terminate at least thirty (30) days prior to the expiration of the then-current initial Term or Renewal

Term. After the initial Term, FMX may, at least thirty (30) days prior to the expiration of the then-current initial Term or Renewal Term, provide written notice to Customer adjusting the Fees and other costs, fees or prices for such Services.

(c) Termination. In addition to any other express termination right set forth in this Agreement:

(i) FMX may terminate this Agreement, effective on written notice to Customer, if Customer: (A) fails to pay any amount when due hereunder, and such failure continues more than five (5) days after FMX's delivery of written notice thereof; or (B) breaches any of its obligations under Section 3(c) or Section 8;

(ii) either Party may terminate this Agreement, effective on written notice to the other Party, if the other Party materially breaches this Agreement, and such breach: (A) is incapable of cure; or (B) being capable of cure, remains uncured ten (10) days after the non-breaching Party provides the breaching Party with written notice of such breach; or

(iii) either Party may terminate this Agreement, effective immediately upon written notice to the other Party, if the other Party: (A) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (B) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law; (C) makes or seeks to make a general assignment for the benefit of its creditors; or (D) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

(d) Effect of Expiration or Termination. Upon expiration or earlier termination of this Agreement, Customer shall immediately discontinue use of the Services and, without limiting Customer's obligations under Section 7, Customer shall delete, destroy, or return all copies of FMX's Confidential Information and certify in writing to FMX that the FMX Confidential Information has been deleted or destroyed. No expiration or termination will affect Customer's obligation to pay all Fees that may have become due before such expiration or termination or entitle Customer to any refund.

(e) Survival. This Section 13(e) and Sections 4, 5, 6, 8, 9, 10, 11, 13(d) and 14 survive any termination or expiration of this Agreement. No other provisions of this Agreement survive the expiration or earlier termination of this Agreement.

#### 14. Miscellaneous.

(a) Publicity. FMX may issue or release announcements, statements, or other publicity or marketing materials relating to this Agreement, or otherwise use the Customer IP, in each case, without the prior written consent of the Customer, but

solely on or in connection with the promotion, advertising, and resale of FMX's services. FMX shall reasonably comply with any policies provided to FMX by Customer related to Customer IP, which may be amended from time to time in Customer's sole discretion.

(b) Entire Agreement. This Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, and representations and warranties, both written and oral, with respect to such subject matter. In the event of any inconsistency between the statements made in the body of this Agreement, and any other documents incorporated herein by reference, the following order of precedence governs: (i) first, any state mandated contract, rule, or regulation; (ii) second, this Agreement; (iii) third, the Subscription Summary applicable to this Agreement; and (iv) fourth, any other documents incorporated herein by reference.

(c) Notices. Except as otherwise set forth in this Agreement, any and all Digital Notices shall be effective when provided. Notices to Customer shall be sent via Digital Notice to the e-mail address specified in the Subscription Summary, or such other address as Customer may hereafter deliver to FMX by Digital Notice. If Customer is providing Digital Notice to terminate this Agreement as permitted herein, such written notice shall be sent via e-mail to [billing@gofmx.com](mailto:billing@gofmx.com).

(d) Force Majeure. All other terms of this Agreement notwithstanding, FMX shall not be liable for failure to perform any obligation under this Agreement or the failure of Services if such failure is caused by the occurrence of any contingency beyond the reasonable control of FMX (a "Force Majeure Event"), including but not limited to, fire, flood, strike, power outage, Internet outage, industrial disturbance, disruption, termination, or availability or reduction of services or products provided by third parties, denial of service attack, unavailability of the Internet, war, riot, insurrection, acts of God, epidemics, pandemics, acts of civil or military authority, or changes in third party platforms or APIs with which the Services interface or otherwise operate. In the event of such a Force Majeure Event, time for delivery or other performance under this Agreement shall be as soon as practicable following such Force Majeure Event.

(e) Amendment and Modification; Waiver. No amendment to or modification of this Agreement is effective unless it is in writing and signed by an authorized representative of each Party. No waiver by any Party of any of the provisions hereof will be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, (i) no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement will operate or be construed as a waiver thereof, and (ii) no single or partial exercise of any right, remedy, power, or privilege hereunder will preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

(f) Severability. If any provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability will not

affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement so as to effect their original intent as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

(g) Governing Law; Submission to Jurisdiction. This Agreement shall be construed and interpreted in accordance with and shall be governed by the laws of the State of Ohio, without regard to principles of conflict of law and irrespective of the fact that one or more Parties hereto is now or may hereafter be a resident of a different state, jurisdiction or country. The state and federal courts situated in Franklin County, Ohio shall have exclusive jurisdiction for resolving any dispute arising under or relating to this Agreement. The Parties agree that the United Nations Convention on Contracts for the International Sale of Goods shall not apply. The parties further expressly exclude the application of the Uniform Computer Information Transactions Act.

(h) Assignment. Neither Party to this Agreement may assign or otherwise transfer any of its rights or obligations under this Agreement without the prior written consent of the other Party, which shall not be unreasonably withheld. Notwithstanding the foregoing, FMX may assign or otherwise transfer any or all of its rights or obligations under this Agreement in the case of a sale or other transfer of all or substantially all of its assets or equity (whether by sale of assets or stock or by merger or other reorganization), without the prior consent of or notice to Customer.

(i) Equitable Relief. Each Party acknowledges and agrees that a breach or threatened breach by such Party of any of its obligations under Sections 5, 8 or, in the case of Customer, Section 3(c), would cause the other Party irreparable harm for which monetary damages would not be an adequate remedy and agrees that, in the event of such breach or threatened breach, the other Party will be entitled to equitable relief, including a restraining order, an injunction, specific performance, and any other relief that may be available from any court, without any requirement to post a bond or other security, or to prove actual damages or that monetary damages are not an adequate remedy. Such remedies are not exclusive and are in addition to all other remedies that may be available at law, in equity, or otherwise.

(j) Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail, electronic signature or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.



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

To: Amy Wilcox, Superintendent  
From: Monica Papasian, Assistant Superintendent of Business and Operations  
Subject: SET/SEG Insurance Renewal  
Date: July 21, 2025

This memo is to confirm the renewal of our insurance coverage with SET SEG for the 2025/26 school year. The renewal includes the following policies:

- **Property and Casualty Insurance**
- **General and Educators Liability Insurance**
- **Automobile Insurance**

The total premium for the 2025/26 policy year has increased by \$29,056, roughly 8.46%, bringing the total cost to \$372,614. This increase reflects adjustments in risk exposure as shown on the attached report provided by SET SEG. The report highlights the technological, legislative, economic, environmental, and social risk trends. The largest of those trends that is driving increased premiums are increased litigation, reinsurance rates on casualty where we saw a 15% increase with this renewal, and extended statute of limitations for student sexual abuse.

Strategic Goal Alignment:

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

**Funding Source: General Fund**

**Recommendation**

That the Board of Education approve the SET SEG 25/26 school year insurance renewal, at a cost not to exceed \$372,614.00, as presented.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent





# MEMBER PROGRAM REVIEW

## RISK CONTROL

**EMERGENCY CONTACT**  
(800) 292-5421, Press #1  
setseg.org

## RISK TRENDS

**520+**  
MEMBERS

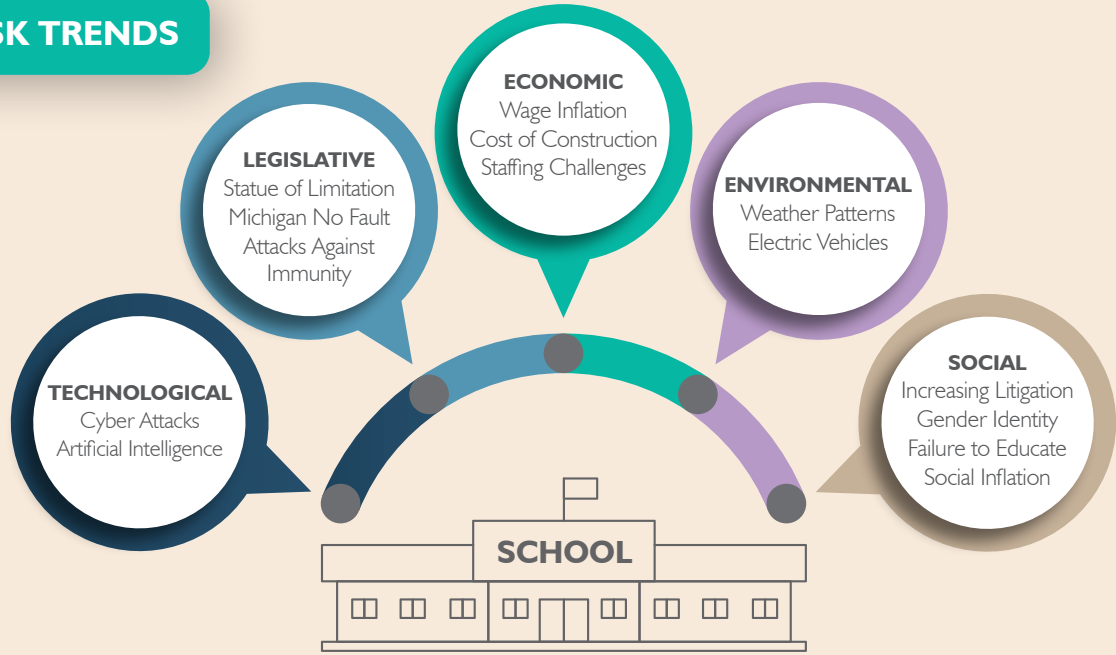
**SEG SELF-INSURER WORKERS' COMPENSATION FUND**  
ESTABLISHED 1977  
\$315+ MILLION IN CONTRIBUTION REDUCTIONS SHARED WITH MEMBERS

**PAYROLL COVERED:**  
\$6.4 BILLION  
**STAFF COVERED:**  
120,000

**530+**  
MEMBERS

**MASB-SEG PROPERTY/CASUALTY POOL**  
ESTABLISHED 1986  
\$170+ MILLION IN NET ASSETS SHARED WITH MEMBERS

**PROPERTY COVERED:**  
\$69 BILLION  
**STUDENTS COVERED:**  
871,000



- Student/Parent Behavior
- Retiring Leaders
- Board of Education Turnover
- State Budget
- Staff Behavior (SAM)

**GOVERNMENTAL IMMUNITY**  
Consistently challenged, but still very strong in Michigan.  
*Exceptions to Immunity:*

- Automobile Accident
- Building Defect
- Gross Negligence
- Proprietary Function



Hazard Inspections



Vector Solutions Online Training

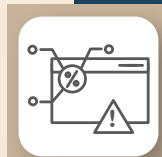
107



HAAG Roof Inspections



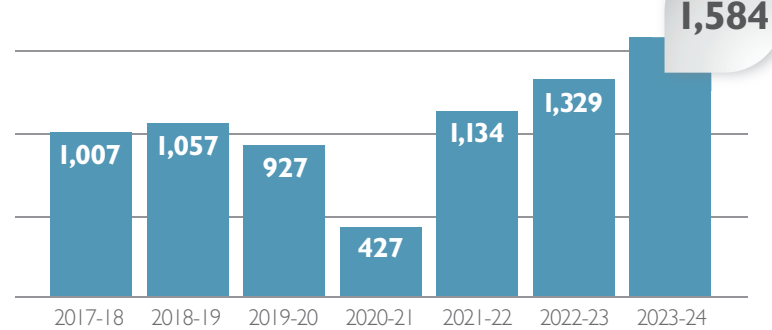
CPSI Certified Playground Inspections



Arctic Wolf Cyber Vulnerability Scans

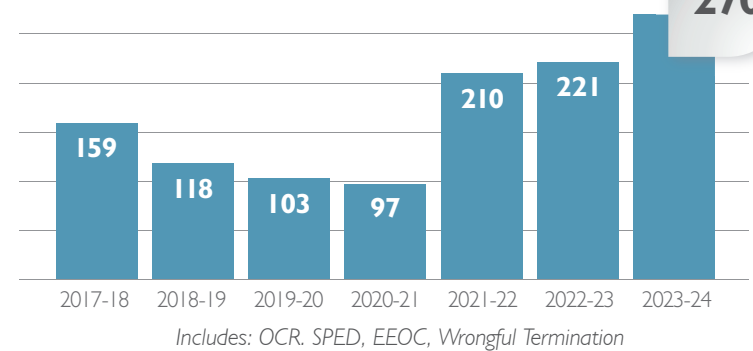
## WORKERS' COMPENSATION FUND

### CLAIM TRENDS COMBATIVE STUDENT CLAIM COUNT



## PROPERTY/CASUALTY POOL

### CLAIM TRENDS EDUCATORS' LEGAL LIABILITY CLAIM COUNT



## 2025 COVERAGE CHANGES



### PROPERTY

Therapy Dogs –  
Accidental Death  
  
Debris Removal Limit  
  
Builders Risk – 35%  
discount for removing  
Waiver of Subrogation



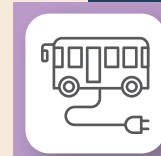
### LIABILITY

Exclusion for  
Toxic Torts  
(lead, silica) 108



### CYBER

Incident Response  
Firm – requirement  
for Arctic Wolf  
  
Vulnerability Scan  
requirement



### AUTOMOBILE

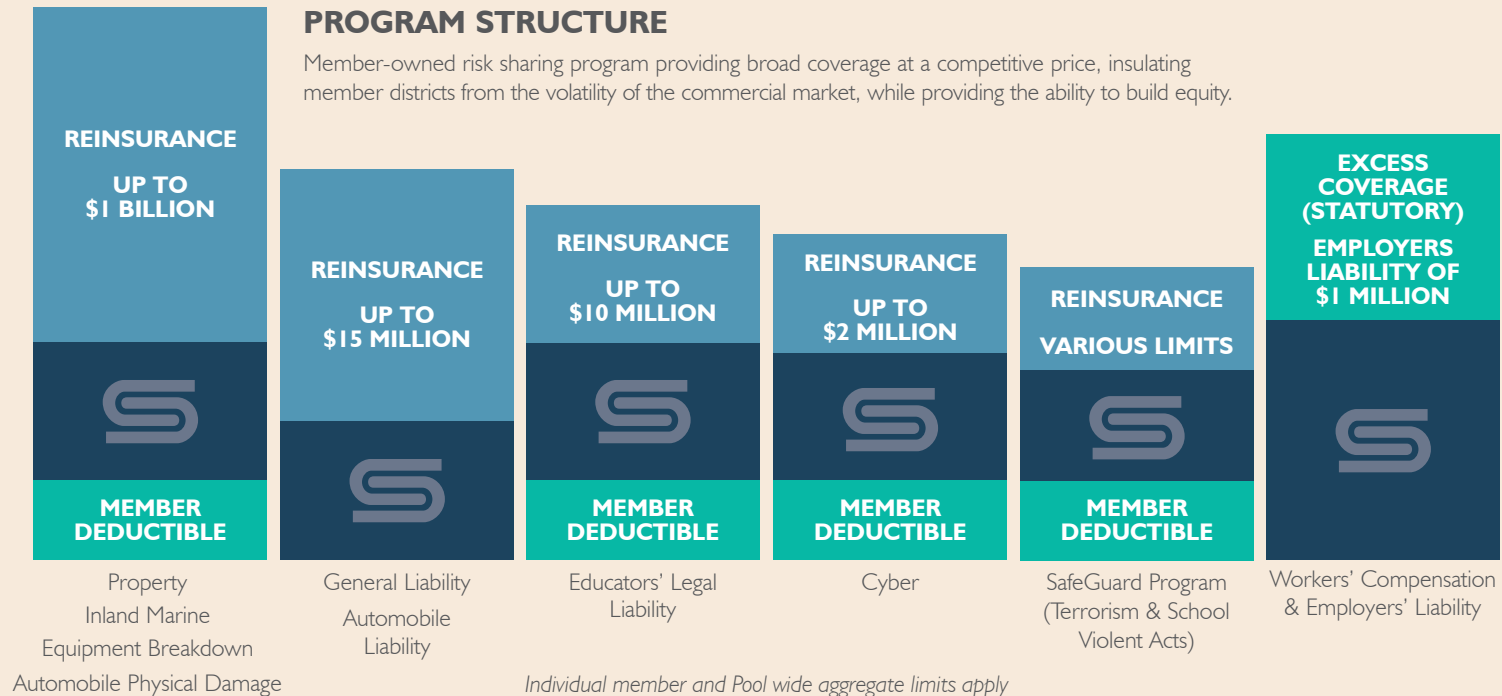
Electric Vehicles –  
deductibles and  
cost increases

## CHECK LIST

- Limit Review
- Builders Risk Coverage
- Program Offerings
- Vacant Buildings
- Fuel Tanks

## PROGRAM STRUCTURE

Member-owned risk sharing program providing broad coverage at a competitive price, insulating member districts from the volatility of the commercial market, while providing the ability to build equity.





MASB-SEG PROPERTY/CASUALTY POOL

# INVOICE

Coverage Reference #: PC-63130-2026-1  
 Coverage Period: 7/1/2025 – 7/1/2026

Invoice Date: 6/12/2025  
 Effective Date: 7/1/2025

Coverage	Gross Contribution Before Discount	Pool Membership Discount (5.00%)	Amount
Property	\$235,016	\$11,751	\$223,265
Builders Risk	\$1,095	\$55	\$1,040
Crime	Included	Included	Included
Inland Marine	\$9,145	\$457	\$8,688
Equipment Breakdown	\$15,713	\$786	\$14,927
Automobile	\$16,878	\$844	\$16,034
General Liability	\$39,054	\$1,953	\$37,101
Excess Liability	\$15,008	\$750	\$14,258
Educators Legal Liability	\$51,404	\$2,570	\$48,834
Cyber	\$9,474	\$474	\$9,000
SafeGuard	\$534	\$27	\$507
<b>Total</b>	<b>\$393,320</b>	<b>\$19,666</b>	<b>\$373,654</b>

<b>Projected Member Net Asset Return</b> <i>(Members in good standing will receive a check for the actual amount 30 days after the invoice is paid)</i>	<b>\$12,585</b>
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Hazel Park Schools  
 ATTN: BUSINESS OFFICE  
 1620 E. Elza Ave.  
 Hazel Park, MI 48030

MASB-SEG Property/Casualty Pool  
 1520 Earl Avenue  
 East Lansing, MI 48823

Account:	63130
Amount Due:	\$373,654
Due Date:	7/11/2025

For EFT/wire payment information, please contact [finance@setseg.org](mailto:finance@setseg.org) or (800) 292-5421 ext. 677



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 Wilcox, Superintendent  
Subject: MVCA Grade/Bands Cap Adjustment Request for 2025-2026 School Year  
Date: July 21, 2025

The Michigan Virtual Charter Academy (MVCA) has requested that the grade/bands cap be adjusted for the 2025-2026 school year. Specifically, MVCA seeks to allow the enrollment of 90 additional students in grade bands K-2 and in grade bands 3-5, increasing 6-8 to allow an increase of 120 additional students and 9-12 an increase of 240 additional students. This adjustment is based on increased demand for enrollment in K-12.

Importantly, the current enrollment cap of 3,460 students will change to a total enrollment cap of 4,000 students.

**Funding Source:**

N/A

**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.

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

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

**Recommendation :** The Board of Education approve the requested Charter Contract Amendment, increasing the overall enrollment cap to 4,000 students.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent



**THE CITY OF HAZEL PARK PUBLIC SCHOOLS BOARD  
RESOLUTION TO AMEND THE CHARTER CONTRACT  
MICHIGAN VIRTUAL CHARTER ACADEMY**

**WHEREAS**, The City of Hazel Park Public Schools Board (“Authorizer”) is the authorizing body for Michigan Virtual Charter Academy (“Academy”), a public-school academy organized as a nonprofit public school pursuant to the Michigan Revised School Code; and

**WHEREAS**, the Authorizer and the Academy are parties to a Charter Contract dated April 23, 2024; and

**WHEREAS**, the Academy has requested, and the Authorizer supports, an amendment to the Charter Contract to increase the enrollment cap (see attachment A) found in Schedule 13 (Age and Grade Range) conditional upon the Academy working cooperatively with the Authorizer to update the educational goals language found in Schedule 7; and

**WHEREAS**, the Authorizer has reviewed the proposed amendment and determined that the amendment is in the best interest of the Academy and consistent with applicable law and the policies of the Authorizer.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The City of Hazel Park Public Schools Board hereby delegates the District Superintendent to negotiate and execute a amendment to Schedule 13 (Age and Grade Range) of the Charter Contract on behalf of the Authorizer.
2. This amendment will also include a revision to Schedule 7, such that the current Educational Goals will be replaced by a Performance Framework to measure school performance.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Adopted this \_\_\_ day of \_\_\_\_\_, 20.

CITY OF HAZEL PARK PUBLIC SCHOOLS  
BOARD OF EDUCATION

BOARD OF DIRECTORS

\_\_\_\_\_  
By: President

Date: \_\_\_\_\_

**Attachment A**

**Amendment No. 1 to the Contract Issued April 23, 2024 (“Charter Contract”)  
By the City of Hazel Park Public Schools Board of Education (“HPPS Board”) Confirming  
the Status of Michigan Virtual Charter Academy’s (“MVCA” or the “Academy”)  
increased enrollment cap and revised educational goals language**

Pursuant to Revised School Code Section 553(5) and the Terms and Conditions, the Parties agree to amend the Charter Contract **effective \_\_\_\_\_, 2025** as follows:

1. Amend Schedule 13 (Age and Grade Range) by increasing the enrollment cap from 3460 to 4000. This amendment will be contingent upon the Academy collaboratively developing a performance framework to replace the educational goals in Schedule 7 to measure school performance.

<b>Proposed MVCA Enrollment Cap 2025 - 2026</b>			
<b>Grade/Bands</b>	<b>CAP 2024-2025</b>	<b>Proposed CAP 2025-2026</b>	<b>Increase</b>
<b>K-2</b>	<b>400</b>	<b>530</b>	<b>90</b>
<b>K</b>	<b>125</b>	<b>155</b>	30
<b>1</b>	<b>135</b>	<b>165</b>	30
<b>2</b>	<b>140</b>	<b>210</b>	30
<b>3rd-5th</b>	<b>550</b>	<b>640</b>	<b>90</b>
<b>3</b>	<b>150</b>	<b>180</b>	30
<b>4</b>	<b>170</b>	<b>200</b>	30
<b>5</b>	<b>230</b>	<b>260</b>	30
<b>6th-8th</b>	<b>960</b>	<b>1080</b>	<b>120</b>
<b>6</b>	<b>320</b>	<b>360</b>	40
<b>7</b>	<b>320</b>	<b>360</b>	40
<b>8</b>	<b>320</b>	<b>360</b>	40
<b>9th-12th</b>	<b>1550</b>	<b>1750</b>	<b>240</b>
<b>9</b>	<b>420</b>	<b>480</b>	60
<b>10</b>	<b>430</b>	<b>470</b>	60
<b>11</b>	<b>365</b>	<b>405</b>	60
<b>12</b>	<b>335</b>	<b>395</b>	60
<b>Total</b>	<b>3460</b>	<b>4000</b>	<b>540</b>



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 Wilcox, Superintendent  
Subject: MCA Contract Extension  
Date: 7/21/2025

We are recommending the extension of Hazel Park Schools' contract with Michigan Cyber Academy through the 2029–2030 school year to ensure the continued availability of high-quality online learning options for students.

Michigan Cyber Academy provides a comprehensive virtual learning platform that supports students who benefit from an alternative, flexible educational environment. The program has enabled Hazel Park Schools to serve a broader range of learners while maintaining accountability, academic rigor, and alignment with state standards.

The current contract is due to expire, and the proposed extension will allow us to maintain continuity of services, support virtual learning growth, and provide families with more educational choices. This long-term extension will support sustained program development and continued access to high-quality virtual instruction for our students.

**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.

**Recommendation**

That the Board approve the extension of the Michigan Cyber Academy contract through the 2029–2030 school year, as presented.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent



# **School District of the City of Hazel Park**

## **AND**

### **A&I Enterprises, LLC**

### **Services Agreement**

### **Second Amendment**

Agreement by and between THE SCHOOL DISTRICT OF THE CITY OF HAZEL PARK (hereinafter referred to as the "School District" or "District), whose principal office is at 1620 E Elza, Hazel Park Michigan 48030 and A & I ENTERPRISES, LLC dba Michigan Cyber Academy (hereinafter referred to as the "Contractor") whose principal office is at 1182 E. 9 Mile Rd, Hazel Park Michigan 48030.

The circumstances surrounding this addendum are as follows. On April 30, 2018, the parties executed a Services Agreement, the provisions of the agreement through the 2022-2023 school year. The parties executed a First Amendment further extending the Agreement through the 2025-2026 school year. The parties are desirous of extending the current agreement through the 2029-2030 school year.

Accordingly, the parties agree as follows;

#### **I. STATEMENT OF PURPOSE**

The purpose of this agreement is to allow the School District to contract with the Contractor in order to offer programs to the certain pupils and participants of the School District enrolled through the District. These pupils and Participants shall be enrolled by the School District with the assistance and input of the Contractor as the School District deems appropriate.

## **II. TERMS OF AGREEMENT**

### **1. Effective Date and Term of Treatment**

The Second Addendum Agreement shall become effective for the period of five years from July 1, 2025 through June 30, 2030, provided it has been duly approved and executed by the School District by its Board of Education and by the Contractor. The term of this Agreement may be extended by mutual consent of the School District and the School and the Contractor.

### **2. Termination Agreement**

The school district shall maintain the ability to terminate upon 30 days written notice.

## **III. SERVICES TO BE PROVIDED**

1. By approval and execution of this Agreement, the contractor agrees to provide to the School District the services described herein;
  - a. (1) Services for the promotion and recruitment of pupils and participants in the Contractors programs;
  - (2) Services for enrollment of applicants, if required and once applicants are successfully enrolled apply appropriate strategies and incentives for the maintenance of a 75 percent daily attendance rate;
  - (3) Instructional materials appropriate to each program;
  - (4) Comprehensive general liability insurance;
  - (5) Property insurance reasonably adequate to protect Contractor's classroom Equipment and materials from loss;
  - (6) Assistance in recruiting of instructors;
  - (7) Assistance in instructor(s) responsible for the delivery of instruction within the classroom;

- (8) Vocational counseling and job placement assistance provided to all pupil participants in the Contractor's Programs;
  - (9) All classroom supplies, textbooks, consumables and other related teaching materials will always be available and accessible. It is expressly understood that this does not refer to teacher supplies and materials;
  - (10) Facility (or facilities) that meets all required zoning and enforcement codes;
- b. The minimum supporting documentation for the services provided herein shall include:
- (1) a copy of the contractor's program curriculum;
  - (2) a copy of the proposed student policies (if they should differ from the student policies currently in existence of the students of the Hazel Park Adult/Alternative Education program); and
  - (3) a copy of the supplies and equipment list for the Contractors Programs,
2. By approval and execution of this agreement, the School District agrees to provide the following services to Contractor:

Provide School District control over programs, including approval of the curriculum(s), administrative staff, instructional staff, Instructional materials and program schedule as specified in item 3. In addition, the School District shall provide other management services including, but not limited to enrollment of the pupils into the Contractors programs, reporting students to the MDE & SRSD for the purpose of receiving state aid in connection with the operation of the contractor's programs; and fiscal management over the state aid funds received for the program, to be paid in part to the Contractor pursuant to the provisions of section V, of the Agreement.

#### **IV. LEGAL REQUIREMENTS**

The Contractor makes the following representations and warranties regarding the legal requirements relating to its programs and any persons seeking employment in the vocations covered by the programs.

1. The Contractor programs will provide pupils with all the prerequisites and training necessary for such participants to meet the legal requirements set forth for programs offered.
2. The contractor programs comply with the legal requirements set forth by the state of Michigan for the instructional programs providing instruction to persons seeking to work in the vocations covered by the Contractors programs.

## **V. CONSIDERATION**

In consideration for the services described in Item 3, the School District shall pay to the Contractor a fee as described below consisting of the District's Foundation Grant or Foundation Grant received, for each year of this Agreement of: (i) the state aid reported to and received from the State of Michigan for pupils in the program's covered by the Agreement; and(ii) the tuition actually received for the students participating in the programs during each school year for the term of this agreement.

Payment from the School District to the Contractor of the consideration described above shall be distributed as follows;

- a. The Contractor shall be paid a blended amount equal to 78% of the fee described above based on the current year and the Winter Count of the previous year. The total fee will be divided into twelve payments on the 23rd of October, minus teacher cost, applicable student information system, finance/personnel/payroll systems and any additional cost incurred by the District.
- b. At the end of the 2029/2030 school year there will be no payment for the winter count from 2030.
- c. The August and September payments will be held until the completion of the audit of the Contractor's student memberships by Oakland Schools.
- d. If the School District is not satisfied that the contractor is in substantial compliance with the terms of this contract relating to the provisions of services described in Item III above, for the purpose of reporting and receiving state aid for instruction to the pupils in the programs, the School District has the right to withhold the payments as prescribed above until the Contractor is able to

demonstrate substantial compliance with the Agreement terms to the School District, the Schools District's attorney's, and if necessary, to Oakland Schools and Michigan Department of Education.

e. If the School District pays funds to the Contractor pursuant to the terms of this contract which are later disallowed by the Michigan Department of Education and required to be paid back to the State of Michigan, the Contractor shall be required to pay the School District a full refund for the fees paid to the Contractor which were later disallowed. The School District reserves the right to offset amounts the Contractor is required to repay against any amounts due to the Contractor from the School District.

## **VI. INDEMNITY**

The contractor will save, indemnify, defend and hold harmless the School District, and its employees and agents, from any and all liability that the School District may incur as a result of the negligence of the Contractor, its agents, or employees, in the performance of this Agreement. Contractor agrees to pay the School District for any damages, cost or expenses (including reasonable attorney fees) resulting from such actions or Claims, Contractor shall require its entire professional staff to obtain professional and personal liability insurance policies in amounts acceptable to the School District and to provide certificates evidencing such insurance upon the request of the School District.

## **VII. NONDISCRIMINATION**

Contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, term, conditions or privileges of employment, because of race, color, religion, national origin, age, sex, height, weight or material status.

## **VIII. MISCELLANEOUS**

### **1. GOVERNING LAW**

This Agreement shall be construed, performed and enforced in accordance with, and governed by, the applicable laws of the State of Michigan.

2. **SEVERABILITY**

In the event that any part of this agreement is declared by any court, or any other judicial or administrative body to be null, void or unenforceable, such invalidity shall not affect any other provision of this Agreement that can be given effect without the invalid provision, and, to this end, the provisions hereof are severable.

3. **FURTHER MATTERS**

The parties hereto agree to perform such additional acts and execute such additional documents as are reasonably necessary to carry out the terms of this agreement.

4. **PARAGRAPH HEADINGS**

The paragraph headings in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this agreement.

5. **AUTHORIZATION**

This agreement has been duly authorized, executed and delivered by the parties hereto and constitutes a legal, valid and binding obligation of such parties, enforceable in accordance with its terms. Each individual's signature hereto represents and warrants that the signatory is duly authorized to execute this agreement on behalf of the signatory's Board of Education/Executive officer.

6. **COUNTERPARTS**

This agreement may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed the Agreement as of the date(s) set forth below;

**For the School District:**

**For the Contractor**

\_\_\_\_\_  
Date \_\_\_\_\_

\_\_\_\_\_  
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 Wilcox, Superintendent  
Subject: Frontline  
Date: 7/21/2025

In an effort to continue supporting effective and consistent staff evaluation practices across the district, we recommend renewing our subscription to the Frontline Employee Evaluation Management System for the 2025–2026 school year. This system includes the use of the Danielson 2022 rubric.

Frontline’s Employee Evaluation Management platform provides a centralized, user-friendly system for conducting evaluations aligned with state and district expectations. The inclusion of the Danielson 2022 framework ensures evaluations are grounded in research-based best practices and supports instructional improvement through clear, actionable feedback.

This investment ensures we maintain compliance, transparency, and continuous improvement in our evaluation processes for instructional and non-instructional staff.

**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.

**Funding Source:** General Fund

**Recommendation**

That the Board of Education renew Frontline’s Employee Evaluation Management System for the 2025–2026 school year at a total cost not to exceed \$10,050.75, as presented.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

Amy Y. Wilcox, Ed.D.  
Superintendent





# INVOICE

Acct #: 11686  
#INVUS229569

*Board packet*

Accounts Payable  
Hazel Park Schools  
1620 E. Elza Avenue  
Hazel Park MI 48030-2350

**Start Date:** 9/2/2025  
**Due Date:** 10/2/2025



102 - #10 - 117 - 266 - F1 P271

### PAYMENT INFORMATION

#### Please send checks to:

Frontline Technologies Group LLC  
PO Box 780577  
Philadelphia, PA 19178-0577

#### To make payment via ACH/EFT:

Bank Name: Wells Fargo, N.A.  
Account Name: Frontline Technologies Group LLC  
ABA/Routing #: 121000248  
Account #: 4121566533  
Swift Code: WFBIUS6S

Please include the invoice number in the memo of your check or ACH payment to ensure timely processing.

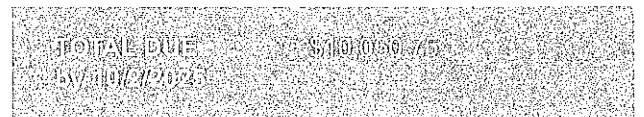
Please send remittance advice to [Billing@FrontlineEd.com](mailto:Billing@FrontlineEd.com).

You can find a copy of our W9 at <http://help.frontlinek12.com/WebNav/Docs/FrontlineEducationW9.pdf>.

Qty	Description	Start	End	End User	Rate	Amount
1	Employee Evaluation Management with Danielson 2022 Rubric	9/2/2025	9/1/2026	11686 Hazel Park Schools	\$10,050.75	\$10,050.75

Your timely payment is important to maintain continuous subscription status and allow for delivery of services. Our billing system tracks by contract, not PO#. We are unable to address PO# inquiries. Please check with your internal departments for PO# information. Any PO copies and/or vouchers for signature can be emailed to [billing@frontlineed.com](mailto:billing@frontlineed.com).

SUBTOTAL \$10,050.75



DFC

# Hazel Park Schools Budget to Actual by Fund-Responsibility As of 6/30/2025

Org Key / Object	Key Description	Object Description	WB Budget	Encumbrance	Actual	Balance	% of Utilization
Type: 4 Revenue							
Fund: 110	General Fund						
Resp. Code: 8160							
110-000-0000-8160-000-8160-44130060	DRUG FREE COMMUNITY SUPPORT	Restricted from Fed Gvnmnt	125,000.00	0.00	68,201.88	56,798.12	54.56%
	Resp. Code: 8160	Drug Free Community Support					
	Fund: 110	General Fund	125,000.00	0.00	68,201.88	56,798.12	54.56%
	Type: 4	Revenue	125,000.00	0.00	68,201.88	56,798.12	54.56%
Type: 5 Expense							
Fund: 110	General Fund						
Resp. Code: 8160							
110-391-0000-8160-000-8160-51490000	DRUG FREE COMMUNITY SUPPORT	Other Prof-Other Salaries	125,000.00	0.00	47,784.56	77,215.44	38.22%
110-391-0000-8160-000-8160-52110000	DRUG FREE COMMUNITY SUPPORT	Group Life Insurance	0.00	0.00	104.52	-104.52	0.00%
110-391-0000-8160-000-8160-52120000	DRUG FREE COMMUNITY SUPPORT	Group Disability Insurance	0.00	0.00	273.96	-273.96	0.00%
110-391-0000-8160-000-8160-52132000	DRUG FREE COMMUNITY SUPPORT	Group Health Insurance	0.00	0.00	17,565.78	-17,565.78	0.00%
110-391-0000-8160-000-8160-52140000	DRUG FREE COMMUNITY SUPPORT	Dental Health Care	0.00	0.00	1,180.80	-1,180.80	0.00%
110-391-0000-8160-000-8160-52150000	DRUG FREE COMMUNITY SUPPORT	Vision Care	0.00	0.00	158.88	-158.88	0.00%
110-391-0000-8160-000-8160-52820000	DRUG FREE COMMUNITY SUPPORT	Contr To Retirement Funds	0.00	0.00	22,635.76	-22,635.76	0.00%
110-391-0000-8160-000-8160-52821000	DRUG FREE COMMUNITY SUPPORT	UAAL	0.00	0.00	8,479.91	-8,479.91	0.00%
110-391-0000-8160-000-8160-52822000	DRUG FREE COMMUNITY SUPPORT	Personal HC Fund	0.00	0.00	35.28	-35.28	0.00%
110-391-0000-8160-000-8160-52825000	DRUG FREE COMMUNITY SUPPORT	Defined Contrib Emplr Match	0.00	0.00	123.48	-123.48	0.00%
110-391-0000-8160-000-8160-52830000	DRUG FREE COMMUNITY SUPPORT	Employer Social Security	0.00	0.00	5,783.36	-5,783.36	0.00%
110-391-0000-8160-000-8160-52840000	DRUG FREE COMMUNITY SUPPORT	Workmans Compensation	0.00	0.00	706.19	-706.19	0.00%
110-391-0000-8160-000-8160-52920000	DRUG FREE COMMUNITY SUPPORT	Cash In Lieu Of Benefits	0.00	0.00	37.50	-37.50	0.00%
110-391-0000-8160-000-8160-53190000	DRUG FREE COMMUNITY SUPPORT	Other Professional/Tech Serv	0.00	0.00	12,000.00	-12,000.00	0.00%
110-391-0000-8160-000-8160-55990000	DRUG FREE COMMUNITY SUPPORT	Miscellaneous Supplies & Matl	0.00	0.00	5,574.69	-5,574.69	0.00%
	Resp. Code: 8160	Drug Free Community Support	Total:	0.00	122,444.67	2,555.33	97.95%
	Fund: 110	General Fund	Total:	0.00	122,444.67	2,555.33	97.95%
	Type: 5	Expense	Total:	0.00	122,444.67	2,555.33	97.95%

+ 54,242.79 Submitt 2  
+ 35,448.71 Submitt 3  
157,893.39

# Hazel Park Schools

## Budget to Actual by Fund-Responsibility

As of 6/30/2025

Org Key / Object	Key Description	Object Description	WB Budget	Encumbrance	Actual	Balance	% of Utilization
End of Report			0.00		-54,242.79		
<b>Grand Total:</b>							

Oakland County

**Hazel Park Schools**  
**Budget to Actual by Fund-Responsibility**  
 As of 6/30/2025

Org Key / Object	Key Description	Object Description	WB Budget	Encumbrance	Actual	Balance	% of Utilization
<b>Type: 4 Revenue</b>							
<b>Fund: 110</b>	General Fund						
<b>Resp. Code: 9010</b>							
110-000-0000-9010-000-9010-41920000	Drug Free Coalition	Private Sources Donations	35,777.72	0.00	51,194.80	-15,417.08	143.09%
	<b>Resp. Code: 9010</b>	Drug Free Coalition	<b>Total: 35,777.72</b>	<b>0.00</b>	<b>51,194.80</b>	<b>-15,417.08</b>	<b>143.09%</b>
	<b>Fund: 110</b>	General Fund	<b>Total: 35,777.72</b>	<b>0.00</b>	<b>51,194.80</b>	<b>-15,417.08</b>	<b>143.09%</b>
	<b>Type: 4</b>	Revenue	<b>Total: 35,777.72</b>	<b>0.00</b>	<b>51,194.80</b>	<b>-15,417.08</b>	<b>143.09%</b>
(12,636.80 - 2023-2024)							
<b>Type: 5 Expense</b>							
<b>Fund: 110</b>	General Fund						
<b>Resp. Code: 9010</b>							
110-391-0000-9010-000-9010-51490000	Othr Comm Drug Free Coal	Other Prof-Other Salaries	13,402.15	0.00	31,441.94	-18,039.79	234.60%
110-391-0000-9010-000-9010-52110000	Othr Comm Drug Free Coal	Group Life Insurance	-5,541.90	0.00	0.00	-5,541.90	0.00%
110-391-0000-9010-000-9010-52120000	Othr Comm Drug Free Coal	Group Disability Insurance	117.40	0.00	0.00	117.40	0.00%
110-391-0000-9010-000-9010-52132000	Othr Comm Drug Free Coal	Group Health Insurance	7,627.22	0.00	0.00	7,627.22	0.00%
110-391-0000-9010-000-9010-52140000	Othr Comm Drug Free Coal	Dental Health Care	495.61	0.00	0.00	495.61	0.00%
110-391-0000-9010-000-9010-52150000	Othr Comm Drug Free Coal	Vision Care	67.56	0.00	0.00	67.56	0.00%
110-391-0000-9010-000-9010-52820000	Othr Comm Drug Free Coal	Contr To Retirement Funds	9,547.68	0.00	0.00	9,547.68	0.00%
110-391-0000-9010-000-9010-52821000	Othr Comm Drug Free Coal	UAAL	4,020.95	0.00	0.00	4,020.95	0.00%
110-391-0000-9010-000-9010-52830000	Othr Comm Drug Free Coal	Employer Social Security	2,408.96	0.00	0.00	2,408.96	0.00%
110-391-0000-9010-000-9010-52840000	Othr Comm Drug Free Coal	Workmans Compensation	302.97	0.00	0.00	302.97	0.00%
110-391-0000-9010-000-9010-53220000	Othr Comm Drug Free Coal	Empl Reimb (Conference)	254.48	0.00	254.48	0.00	100.00%
110-391-0000-9010-000-9010-54910000	Othr Comm Drug Free Coal	Other Purchased Services	146.54	0.00	0.00	146.54	0.00%
110-391-0000-9010-000-9010-55990000	Othr Comm Drug Free Coal	Miscellaneous Supplies & Matl	2,928.10	0.00	6,618.48	-3,690.38	226.03%
	<b>Resp. Code: 9010</b>	Drug Free Coalition	<b>Total: 35,777.72</b>	<b>0.00</b>	<b>38,314.90</b>	<b>-2,537.18</b>	<b>107.09%</b>
	<b>Fund: 110</b>	General Fund	<b>Total: 35,777.72</b>	<b>0.00</b>	<b>38,314.90</b>	<b>-2,537.18</b>	<b>107.09%</b>
	<b>Type: 5</b>	Expense	<b>Total: 35,777.72</b>	<b>0.00</b>	<b>38,314.90</b>	<b>-2,537.18</b>	<b>107.09%</b>

**Hazel Park Schools**  
**Budget to Actual by Fund-Responsibility**  
 As of 6/30/2025

Org Key / Object	Key Description	Object Description	WB Budget	Encumbrance	Actual	Balance	% of Utilization
		Grand Total:	0.00		12,879.90		
		End of Report					



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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 Wilcox  
Subject: Food Concession Profit  
Date: July 21, 2025

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Hazel Park food service Chartwells began supporting concessions for our district during the 2024-2025 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: \$58,658.61**  
**Expenses: \$31,482.08**  
**Profit: \$9,533.08**

The previous year had \$8800 being earned.

**This is an increase from the last school year. My suggestion is that we split this similar to last year with \$150 to the teams without food service. We would then split the rest evenly with using one junior viking team as wrestling did not have any tournaments.**

**\$750 allocations for those without food service: \$ 150 allocation**

Band, Cross Country, Bowling, Tennis and Cheerleading

**\$8783.08 allocations divided evenly between the sports supported: \$675 allocation per team**

Swimming, Football, Soccer (two teams), Track and Field, Junior Vikings (one 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.

**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

## Concessions July 2024- June 2025

### Revenue:

Net Sales: \$ 58,146.00

### Expenses:

Food/ Beverage: \$ 15,658.61  
Paper/ Chemical: \$ 1,472.00  
TOTAL PRODUCT COST: \$ 17,130.61

Direct Labor: \$ 30,468.57  
Credit Processing Fees: \$ 1,013.74  
TOTAL OTHER EXPENSE: \$ 31,482.31

**NET PROFIT/(LOSS). \$ 9,533.08**

## LEASE AGREEMENT

**THIS LEASE** is made and entered as of the 1<sup>st</sup> day of August 2025 and between **Hazel Park Schools**, a Michigan municipal corporation, whose address is **1620 E. Elza Ave., Hazel Park, MI 48030** (hereinafter referred to as "Landlord"), and **THE OAKLAND LIVINGSTON HUMAN SERVICE AGENCY**, a Michigan non-profit corporation, whose address is **196 Cesar E. Chavez, Pontiac, Michigan 48343-0598** (hereinafter referred to as "Tenant").

### RECITALS

- A. The Oakland Livingston Human Service Agency provides services in Oakland and Livingston Counties including the administration and operation of a program commonly known as the "Head Start Program" The purpose of said Program is to provide early childhood education with a goal of increasing the preparedness of children to enter school.
  
- B. The Oakland Livingston Human Service Agency desires to lease from the Landlord three **(5) classrooms and 1 (one) office within Webster Early Childhood Center, measured at approximately 5,116 square feet** (the "Leased Premises") for its Head Start Program. Hazel Park School District desires to lease the Leased Premises to the Oakland Livingston Human Service Agency for such purpose, and acknowledges that it will derive a benefit from the Oakland Livingston Human Service Agency's occupation of the Leased Premises.
  
- C. The parties acknowledge that the Head Start Program may require an "in kind contribution by the Landlord in order to qualify for the Federal Grant. Notwithstanding the above, the value of this Lease Agreement to the Tenant qualifies for such "in kind contribution."

**NOW, THEREFORE, IN CONSIDERATION OF THE FOREGOING AND THE MUTUAL COVENANTS SET FORTH HEREIN, THE PARTIES HERETO AGREE AS FOLLOWS:**

- 1. Leased Premises: Landlord hereby leases to Tenant and Tenant hires from Landlord the Leased Premises consisting of three **(5) classrooms and 1 (one) office within Webster Early Childhood Center** or other similar square footage, which classrooms shall be designated by Landlord.
  
- 2. Term: The term of this Lease shall be for a period of one (1) year, with up to two (2) one-year renewals, as mutually agreed upon between Landlord and Tenant, **commencing on August 1, 2025 and ending on July 30, 2026**, unless extended or terminated earlier in accordance with Paragraph 29 hereof (the "Lease Term"). During the Lease Term, Landlord and Tenant agree to Tenant's

use of the Leased Premises, Monday through Friday, between the hours of 7:00 a.m. and 5:00 p.m.

3. Rent: In consideration of the foregoing and the mutual covenants contained herein) **Tenant shall pay Landlord \$25,000.00 as annual rent for the leased premises for the annual period of August 1, 2025 through July 31, 2026. Payments shall be made in four quarterly payments of \$6,250.00 on or before September 30, December 31, March 31 and June 30 of each lease year.** If this Lease is extended pursuant to Paragraph 29 hereof, the parties shall mutually agree upon the Rental amount for the Leased Premises for any subsequent years of the Lease Term. Rent will be paid to the order of Landlord, in advance, without any setoffs or deductions, at Landlord's address set forth in the preface of this Lease Agreement, or at such other place as Landlord may designate in writing. Designated classrooms and related square footage are as follows:

Room 123 – 756 Square Feet  
Room 124 – 810 Square Feet  
Room 122– 810 Square Feet  
Room 125 – 810 Square Feet  
Room 121 – 1,120 Square Feet  
Office space

4. Use of Premises: Tenant shall use and occupy the Leased Premises for its Head Start Program and for no other purpose(s) without the prior written consent of Landlord. Tenant shall not do or permit to be done any act of thing upon the Leased Premises that will increase the cost of casualty and liability insurance above the insurance costs normally associated with Tenant's principal activities as herein described. Tenant shall not use the Leased Premises or permit the Leased Premises to be used for the doing of any act or thing that constitutes a violation of any valid law, order or regulation of any governmental authority. Tenant shall not perform any acts or carry on any practices which may injure the building or be a nuisance and shall keep the Leased Premises under its control clean and free from rubbish and dirt at all times) and it is further agreed that in the event the Tenant shall not comply with these provisions and Landlord has given Tenant ten (10) days' prior notification of such situation, Landlord may enter upon the Leased Premises and have any said rubbish and dirt removed, in which event Tenant agrees to pay all reasonable charges that Landlord shall pay for hauling rubbish and dirt. Said charges shall be paid to Landlord by Tenant as soon as a bill is presented to Tenant and Landlord shall have the same remedy as is provided in this Lease in the event of Tenant's failure to pay.

5. Acceptance of the Leased Premises: Tenant acknowledges that it has examined the Leased Premises prior to the making of this Lease and knows the conditions thereof. Tenant further acknowledges that no representation as to the condition or state of repairs thereof has been made by Landlord or its agents which are not herein expressed. Tenant hereby accepts the Leased Premises in its present "AS IS" condition at the date of execution of this Lease.
6. Alterations and Improvements: Tenant shall not make any alterations, additions, or improvements to the Leased Premises without Landlord's prior written consent.
7. Maintenance and Repairs: Landlord, after receiving written notice from the Tenant and having reasonable opportunity thereafter to obtain the necessary workmen therefore, agrees to keep the Leased Premises in good order and repair. Notwithstanding the above, Tenant shall be responsible for all damage to the Leased Premises caused by the negligence or willful acts of the Tenant and the Tenant's agents, representatives, employees, invitees and licensees.
8. Utilities: Landlord shall pay for the cost of all reasonable utilities supplied to the Leased Premises during the Lease Term; however, the Tenant may, at its option, arrange for its own telephone service and will assume any and all expenses for such service. Landlord shall not be responsible for any loss or interruption of utility services and Landlord hereby reserves the right, in its sole discretion, to bill the Tenant for the cost of any utilities supplied to the Leased Premises which exceed the building's current utility consumption.
9. Janitorial Services: Landlord shall furnish all reasonable janitorial services for the operation of the Leased Premises and **tenant shall pay Landlord \$9,047.23 for custodial fees per year. The annual rate is based upon an hourly rate of \$27.50 per hour at 1.84 hours per day, for 197 days.** Janitorial Services shall include all labor, materials, and supplies needed to provide a thorough cleaning of the classrooms under lease each day of cleaning. However, in the event the Tenant's use of the Leased Premises shall render the Leased Premises with excessive dirt and rubbish, as determined in the discretion of Landlord, the Tenant hereby agrees to reimburse Landlord for the direct additional expense that Landlord incurs in providing janitorial services to remediate such condition, including salary and/or hourly wage of its employees as well as any overtime expenses incurred and the cost of janitorial supplies.
10. Building Insurance: Landlord shall cause the building and improvements to be insured against loss or damage under a policy or policies of fire and extended coverage insurance, including "additional perils".

11. Tenant's Personal Property Insurance: Any personal property kept on the Leased Premises by Tenant shall be insured at Tenant's sole risk, and Tenant shall acquire such policy or policies of insurance thereon as Tenant in its best judgment shall determine.
  
12. Insurance: Tenant, at its sole cost and expense during the Lease Term, shall maintain and keep in effect commercial general liability insurance in an amount not less than One Million and 00/100 (\$1,000,000.00) Dollars for injury to or death of one person and not less than Two Million and 00/100 (\$2,000,000.00) Dollars for injury to or death of more than one person, in any one accident or occurrence. The policy or policies of such insurance shall name Landlord as an additional insured. Tenant shall deliver to Landlord a certificate of all policies procured by Tenant in compliance with its obligations hereunder, together with evidence of payment thereof, and including an endorsement which states that such insurance may not be cancelled except upon ten (10) days written notice to Landlord. Tenant may, at its option, bring its obligation to insure under this paragraph within the coverage of any so-called blanket policy or policies of insurance which it may now or hereafter carry: by appropriate amendment rider, endorsement or otherwise; provided, however that the interest of Landlord shall thereby be as fully protected as they would otherwise if this option to Tenant to use blanket policies were not permitted.
  
13. Indemnification: Tenant shall defend, indemnify and hold Landlord harmless from and against any and all claims, counter-claim, suits, debts, demands, actions, judgments, liens, liabilities, costs, expenses, including actual attorneys' fees and actual expert witness fees, arising out of or in connection with Tenant's use and occupancy of the Leased Premises, from the negligence of Tenant, its employees, contractors, licensees, invitees and/or from Tenant's violation of any of the terms of this Lease.
  
14. Insurance – Waiver of Subrogation: Landlord and Tenant hereby waive and release any right of subrogation which with of them might have against the opposite party for any loss or damage sustained to their respective property interest to the interest that such loss or damage is covered by an applicable insurance policy or policies. Such policy or policies shall contain appropriate clauses or endorsements under the terms of which the insurer waives all right of subrogation against the Landlord or the Tenant as the case may be.
  
15. Damage or Destruction – Fire or Other Cause: In the event of a partial destruction of the Leased Premises, the Landlord shall, as promptly as possible, unless Landlord shall elect not to rebuild, repair the same, provided such repairs can reasonably be made within ninety (90) days (or within such other period as

Landlord and Tenant may agree upon) from said destruction or damage under normal working conditions, and pursuant to applicable law, ordinances and regulations. In such case, this Lease shall not be terminated, but the rent shall be abated proportionately for such portion of said Leased Premises as are not reasonably usable during the period while repairs are being made. In the event that such repairs cannot reasonably be made within ninety (90) days' time (or such other period as Landlord and Tenant may agree upon), or in the event Landlord shall elect not to rebuild, repair the same, either party hereto at its option may terminate this Lease upon written notice to the other. In any event, the destruction of substantially all of the Leased Premises shall terminate, without the requirement of notice.

16. Environmental Warranty: Tenant represents, warrants and covenants to Landlord the following:

- A. Tenant's use of the Premises and its activities thereon shall comply with all federal, state and local laws, regulations, statutes and ordinances relative to the protection of public health, natural resources and the environment, including, but not limited to, the Hazardous Materials Transportation Act, 47 USC § 1801, *et seq.*, the Clean Water Act, 22 USC § 1317, the Resource Conservation and Recovery Act, 42 USC § 6901 *et seq.*, the Comprehensive Environmental Response Compensation and Liability Act, 42 USC § 9601, *et seq.*; and Parts 201 and 213 of the Natural Resources and Environmental Protection Act, including any amendments, and any and all regulations, rules and publications promulgated pursuant thereto (collectively referred to as "Environmental Laws").
- B. Tenant shall not generate, manufacture, refine, use, treat, store, handle, transport, remove, dispose, transfer, produce or process Hazardous Substances on the Premises. For purposes of this Lease, "Hazardous Substances" mean any hazardous, toxic or regulated substance, material or waste, including, but not limited to those substances, materials, and wastes listed in the United States Department of Transportation Hazardous Materials Table (49 CFR 172, 101) or by the Environmental Protection Agency as hazardous substances (40 CFR Part 302) and amendments thereto, or such substances, materials and wastes which are or become regulated under any applicable local, state or federal law including, without limitation, any material, waste or substance which is: (i) a flammable explosive; (ii) radioactive material; (iii) petroleum; (iv) asbestos; (v) polychlorinated biphenyls; (vi) designated as a "hazardous substance" pursuant to Section 311 of the Clean Water Act, 33 USC § 1251, *et seq.* (33 USC § 1321) or listed pursuant to Section 307 of the Clean Water Act (33 USC § 1317); (vii) defined as a "hazardous waste" pursuant to Section 1004 of the Resource Conservation and Recovery

Act, 42 USC § 901 *et seq.* (42 USC § 6903); (viii) defined as a "hazardous substance" pursuant to Section 101 of the Comprehensive Environmental Response, Compensation and Liability Act, 42 USC § 9601, *et seq.* (42 USC § 9601) and Part 201 and Part 213 of the Natural Resources and Environmental Protection Act; (ix) defined as a "regulated substance" under Subtitle I of the Resource Conservation and Recovery Act; and (x) designated by any federal, state or local governmental authority as hazardous or toxic, which such governmental authorities regulate, or otherwise control for the protection of health, safety or the environment.

- C. Tenant shall immediately and promptly notify Landlord of any federal, state, local or administrative investigation or inspection of the Premises relative to any Environmental Laws or Hazardous Substances.

#### 17. Environmental Indemnification

- A. Tenant hereby agrees to indemnify, defend and hold harmless Landlord its successors, assigns officers and members of its Board of Education and employees, from and against any and all fines, charges, penalties, losses, costs, damages, liabilities, cleanup or response activity costs and/or expenses (including reasonable attorneys fees and actual consultants fees) incurred by Landlord as a result of any claims, demands, actions, causes of action, suits, proceedings, investigations, assessments and audits, whether of law or in equity (collectively "Claims") attributable to (i) any third party claim or demand in connection with any Hazardous Substances generated, stored, leaked, spilled, discharged, emitted, or otherwise disbursed, in, on, under, above or about the Premises by the Tenant, or violation of any Environmental Laws, from and after the date of this Lease by the Tenant; (ii) injuries sustained or other tort actions brought for Claims arising out of or related to any Hazardous Substances generated by the Tenant; (iii) the presence, disposal (including off-site disposal), escape, leakage, discharge, emission, release or threatened release of any Hazardous Substances in, on, under, above, from or about the Premises caused by the Tenant; and (iv) compliance with any administrative notice, order, request or demand relative to any Hazardous Substances on the Premises or violation of any Environmental Laws by the Tenant.
- B. Tenant's indemnification described above specifically includes, but is not limited to, the direct obligation of the Tenant to promptly perform any remedial or other activities required or ordered by any administrative agency or government official, or are otherwise necessary to avoid injury

or liability to any person or property, to prevent the spread of any pollution and/or contamination, or to permit the continued safe use of the Premises.

18. Assignment and Subletting: Tenant shall not assign, or in any manner encumber this Lease, nor any part, right, or interest thereof, nor shall Tenant let or sublet or permit any part of the Leased Premises to be used or occupied by others for any reason whatsoever, without Landlord's advance written consent, which consent is discretionary in Landlord solely. Any assignment, transfer, hypothecation, mortgage, or sub-letting without the prior written consent of Landlord shall give Landlord the right to terminate this Lease and re-enter and repossess the Leased Premises.
19. Default and Termination: If Tenant shall default in the performance of any covenant of this Lease and shall not cure such default within fifteen (15) days after written notice from Landlord specifying the default complained of (or, if such other default is of a nature that it cannot be cured within a fifteen (15) day period, and thereafter proceed diligently with the cure thereof) then in any such event Landlord may terminate this Lease at any time thereafter (before such default shall be cured) by giving written notice of the termination.

Upon termination of this Lease, Landlord may without further notice re-enter the Leased Premises and dispossess Tenant or any other occupant of the Leased Premises and remove its effects and hold the Leased Premises as if this Lease had not been made, saving and reserving to Landlord any other remedies which Landlord may have for the recovery of rent or damages due or to become due by virtue of this Lease or the breach thereof by Tenant. Should Landlord at any time permit payments of rent to be made after the time it is due, as stipulated herein, such delays shall not be construed as any waiver by Landlord of its right to have the rent for said Premises paid monthly in advance. Any failure at any time by either of the parties hereto to enforce any of the provisions of this Lease shall not be construed as a waiver of such provisions nor of such party's right to enforce the same upon any subsequent occasion or default.

20. Bankruptcy: If Tenant shall file a petition in voluntary bankruptcy or be voluntarily or involuntarily adjudicated bankrupt or insolvent, or shall make an offer of composition to its creditors, or shall make an assignment for the benefit of creditors, or shall file a petition or answer seeking reorganization or readjustment under the federal bankruptcy laws or any other law or statute of the United States or any state thereof, or if a receiver or trustee shall be appointed for Tenant or for all or a substantial part of the property of Tenant and Tenant is not released from such receiver or trustee within thirty (30) days after appointment, or if an order shall be entered approving the reorganization of Tenant or the readjustment of Tenant's debts or obligations under the federal bankruptcy laws or any other law

or statute of the United States or any state thereof, then any of such events shall be deemed to be a breach, default and anticipatory breach of this Lease. In any of such events and whenever and as often as any such failure, default, breach or anticipatory breach shall occur, the term hereof, at the option of Landlord shall cease and determine and from thenceforth it shall be lawful for Landlord to reenter into and repossess the Leased Premises situated thereon and Tenant and each and every occupant to remove and put out and to relet said Leased Premises for his own benefit; but reserving to Landlord all such rights as he may have for damages or otherwise because of said default, breach or anticipatory breach of Tenant.

21. Damages: In the event of the termination of this Lease under Paragraph 19 or any provisions of law by reason of Tenant's default hereunder, Tenant shall pay Landlord as damages sums equal to the rent which would have been payable by Tenant had this Lease not so terminated payable on the days specified in Paragraph 3, until the expiration of the full term hereby granted; provided, that Landlord shall have the duty to mitigate such damages by reletting all or any part of the Leased Premises during said period, and Landlord shall credit Tenant with the excess of the rents received from such reletting over the expenses of the termination of the Lease and of the reletting, excluding any redecoration costs.
22. Surrender of Leased Premises: Upon the expiration of the Lease Term, Tenant shall quit and surrender the Leased Premises to Landlord in good order and condition, ordinary wear and damage excepted; and subject to Paragraph 6 hereof Tenant shall remove all of its property and shall repair any damage to the building caused by such removal.
23. Mechanics' Liens: Tenant shall pay all costs for construction done by it or caused to be done by it on the Leased Premises as permitted by this Lease. Tenant shall keep the building, or improvements, and the land of which the Premises are a part) free and clear of all mechanics' liens resulting from construction done by or for Tenant.
24. Access to Leased Premises: Landlord shall have the right to enter upon the Leased Premises at all reasonable hours for the purpose of inspecting the Leased Premises, preventing waste, loss, or destruction, removing obstructions, making such repairs or obligations as are necessary to protect the Leased Premises, performing any of its duties and obligations under the terms and conditions of this Lease or to enforce any of Landlord's rights or powers under this Lease. During such entry by Landlord, the Tenant may require that its representative be present, unless such entry is necessitated by the existence of an emergency situation requiring prompt attention by Landlord: or unless Tenant shall refuse such access after reasonable notice. Except in the case of an emergency) Landlord shall give Tenant twenty-four (24) hours advance notice as

to the date and time of any proposed inspections, and Tenant shall be entitled to have an officer, director, or other employee of Tenant accompany Landlord during any such inspection. The Landlord may show the Leased Premises to prospective Tenants at any time during the last six ( 6) months of the Lease Term and during any period of default and/or extension of the Lease Term.

25. Compliance: Tenant shall, at its own expense, under penalty of forfeiture and damages, promptly comply with all laws, orders, regulation or ordinances of all Municipal, County, State, and Federal authorities affecting use of the Leased Premises with respect to the cleanliness, safety, occupation, and use of same.
26. Challenge: Landlord, although presently unaware of any such non-compliance, does not covenant that the Leased Premises are in compliance with applicable Municipal, County, State, and Federal laws, including, but not limited to, fire, safety, handicap, barrier free, zoning and use ordinances or laws and other governmental regulations relating to the use of the facility for the purpose intended through this Lease. Notwithstanding same, Landlord will cooperate with Tenant in sustaining its right to use the Leased Premises pursuant to this Lease in the event of an attempt by any governmental agency to prevent such use.
27. Holding Over: Any holding over by the Tenant after the expiration or termination of this Lease, without the consent of Landlord, shall be construed to be a tenancy from month to month and the rent to be paid by Tenant shall be at an amount equal to the rental required to be paid by Tenant under Paragraph 3 hereof. Acceptance by Landlord of such payments after such expiration or termination shall not constitute a renewal of this Lease. This provision shall not operate as a waiver of Landlord's right to re-entry or any other right of Landlord, and Tenant shall be a Tenant at sufferance only during the period of any such holding over without the consent of Landlord.
28. Taxes and Special Assessments: If the Leased Premises are placed on the tax assessment rolls based upon Tenant's usage, then any real estate taxes, personal property taxes and/or special assessments assessed or levied against the Leased Premises during the Lease Term shall be borne by Tenant as additional Rent.
29. Extension/Termination: Provided Tenant is not in default hereunder, this Lease may be extended by Tenant for up to two (2) one-year terms upon sixty (60) days advance written notice to Landlord of Tenant's intention to extend. Notwithstanding anything herein to the contrary, this Lease may be terminated by either party at any time and for any reason upon ninety (90) days advance written notice to the other party of such termination. Anything to the contrary notwithstanding, if at any time, Tenant fails to secure program funding, for its

Head Start Program for the Leased Premises, Tenant, at its option, may terminate this Lease upon thirty (30) days written notice to Landlord.

30. No Waiver: The failure of either party to enforce any covenant or condition of this Lease shall not be deemed a waiver thereof or of the right of either party to enforce each and every covenant and condition of this Lease. No provision of this Lease shall be deemed to have been waived unless such waiver be in writing.
31. Notices: All notices regarding this Lease are to be in writing and delivered, or mailed by first class mail postage paid, or by email, by one party to the other party at the party's respective address set forth in the preface of this Agreement. Notices which are mailed shall be deemed to have been given as of the second business day following the date of mailing.
32. Heirs and Assigns: The covenants, conditions and agreements contained in this Lease shall bind and inure to the benefit of Landlord and Tenant and their respective successors and assigns, subject to the limitation on assignment as herein contained.
33. Quiet Enjoyment: Landlord covenants and agrees with Tenant that upon Tenant paying the rent and observing and performing all the terms, covenants and conditions of Tenant's part to be performed and observed, Tenant may peaceably and quietly enjoy the Leased Premises for the full term hereof.
34. Vacation or Abandonment: In the event Tenant shall abandon or vacate the Leased Premises before the end of the term, Landlord shall have the right and duty to relet the Leased Premises for such rent and upon such terms as Landlord is able to obtain. In the event a sufficient sum is not realized by such reletting, to pay to Landlord the equivalent of the rents reserved, and other benefits due to Landlord from Tenant under the provisions of this Lease, Tenant promises and agrees to pay to Landlord the amount of such deficiency each month during the balance of such term.
35. Condemnation: If any part of the Leased Premises is taken for any public or quasi-public purpose pursuant to any power of eminent domain, or by private sale in lieu of eminent domain, either the Landlord or the Tenant may terminate this Lease, effective the date the public authority takes possession. All damages for the condemnation of the Leased Premises, or damages awarded because of the taking, shall be payable to the sole property of the Landlord.
36. Miscellaneous Provisions: The following miscellaneous provisions form a part of this Lease:

- A. Time is of the essence of each provision of this Lease.
- B. Rent and all other sums payable under this Lease must be paid in lawful money of the United States of America.
- C. The unenforceability, invalidity, or illegality of any provision shall not render the other provisions unenforceable, illegal, or invalid.
- D. This Lease shall be construed and interpreted in accordance with the laws of the State of Michigan.
- E. This Lease contains all of the agreements of the parties and cannot be amended or modified except by a written agreement.
- F. The captions of this Lease shall have no effect on its interpretation.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed as of the day and year first above written.

**WITNESSES:**

\_\_\_\_\_

**LANDLORD:**

Hazel Park School District

By: \_\_\_\_\_

Its: \_\_\_\_\_

**WITNESSES:**

DocuSigned by:  
  
 EB0CD24106E6450...

**TENANT:**

OAKLAND LIVINGSTON  
 HUMAN SERVICE AGENCY

DocuSigned by:  
  
 By: F215CEC0674E407...

Chief Executive Officer

Its: \_\_\_\_\_



# Hazel Park School District

ALL IN ALL THE TIME

Amy Kruppe, Ed.D.

Superintendent

## Ford Administration

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

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

FROM: Crystal Mubarak  
Director of Business

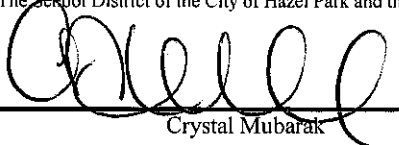
RE: Treasurer's Report June 2025

DATE: July 17, 2025

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

GENERAL FUND (11)		924,624.96	
	<i>Total - General Fund</i>	<u>\$ 924,624.96</u>	
CENTER PROGRAM (22)		10,864.62	
COMMUNITY SERVICE (23)		471.01	
FOOD SERVICE FUND (25)		219,393.32	
COMMON DEBT (31-39)		0.00	
CAPITAL PROJECTS (41-49)		0.00	
	<i>Total - Special Revenue Funds</i>	<u>\$ 230,728.95</u>	
TRUST FUNDS (51)		0.00	
INTERNAL ACCOUNT FUNDS (29)		18,511.88	
	<i>Total - Other Funds</i>	<u>\$ 18,511.88</u>	
<b>TOTAL CHECK DISBURSEMENTS</b>		<u><u>\$ 1,173,865.79</u></u>	\$ 1,173,865.79
ACH DEBITS			1,860,495.89
PAYROLL			1,621,462.97
OUTGOING WIRE TRANSFERS			3,089,258.10
P-CARD PURCHASES			<u>53,945.67</u>
			6,625,162.63
<b>TOTAL DISBURSEMENTS IN PERIOD</b>			<u><u>\$ 7,799,028.42</u></u>

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



Crystal Mubarak  
Director of Business

Hazel Park Schools  
Budget to Actual by St Revenue and St Function  
As of 5/31/25

St Revenue/Function	Description		Original Budget	1st Amended Budget	2nd Amended Budget	Final Budget	Encumbrance	Actual	Balance	Percent
<b>Type: 4 Revenue</b>										
St Revenue: 100	Revenue from Local Sources	Total:	6,310,500.00	8,645,668.00	8,367,141.00	8,188,887.00	0.00	7,109,706.52	1,079,180.48	84.97%
St Revenue: 300	Rev from State Sources	Total:	43,062,068.00	39,731,857.00	43,621,995.00	41,390,783.00	0.00	32,421,207.34	8,969,575.66	74.32%
St Revenue: 400	Rev from Federal Sources	Total:	1,862,829.00	4,540,445.00	5,390,689.00	5,426,192.00	0.00	4,081,247.65	1,344,944.35	75.71%
St Revenue: 500	Incoming Transfer/Oth Transact	Total:	2,940,000.00	3,583,456.00	3,583,456.00	3,365,761.00	0.00	2,723,274.11	642,486.89	76.00%
St Revenue: 600	Fund Modifications	Total:	1,687,000.00	2,166,021.00	1,966,021.00	1,966,021.00	0.00	0.00	1,966,021.00	0.00%
Type: 4	RevenueTotal		55,862,397.00	58,667,447.00	62,929,302.00	60,337,644.00	0.00	46,335,435.62	14,002,208.38	73.63%
<b>Type: 5 Expense</b>										
St. Function:110	Basic Programs	Total:	21,884,914.00	22,395,123.00	22,403,839.00	21,811,877.00	156,977.71	19,631,321.41	2,180,555.59	87.62%
St. Function:120	Added Needs	Total:	11,112,868.00	10,550,697.00	11,720,863.00	11,786,688.00	6,059.79	10,663,622.14	1,123,065.86	90.98%
St. Function:210	Support Services-Pupil	Total:	4,178,712.00	3,872,146.00	4,550,951.00	4,676,140.00	6,033.00	4,244,679.91	431,460.09	93.27%
St. Function:220	Support Services-Instr Staff	Total:	3,741,471.00	3,750,803.00	3,726,910.00	3,567,546.00	48,188.10	3,153,744.12	413,801.88	84.62%
St. Function:230	Support Services-General Admin	Total:	793,531.00	819,193.00	1,164,419.00	1,145,668.00	1,881.00	1,037,839.04	107,828.96	89.13%
St. Function:240	Support Services-School Admin	Total:	2,584,742.00	2,574,941.00	2,644,161.00	2,640,161.00	3,685.52	2,441,758.85	198,402.15	92.35%
St. Function:250	Support Services-Business	Total:	810,588.00	1,208,587.00	1,246,366.00	1,205,811.00	-	1,135,056.37	70,754.63	91.07%
St. Function:260	Operations and Maintenance	Total:	5,965,755.00	5,924,393.00	5,952,292.00	5,719,943.00	8,225.00	5,291,856.52	428,086.48	88.90%
St. Function:270	Pupil Transportation Services	Total:	978,544.00	2,253,235.00	2,680,019.00	2,701,499.00	-	1,182,338.28	1,519,160.72	44.12%
St. Function:280	Support Services-Central	Total:	2,185,108.00	2,302,946.00	2,298,218.00	2,241,607.00	-	2,131,290.97	110,316.03	92.74%
St. Function:290	Support Services-Other	Total:	813,672.00	1,143,551.00	643,551.00	659,327.00	54,286.60	626,200.00	33,127.00	97.30%
St. Function:330	Community Activities	Total:	330,297.00	258,895.00	255,081.00	247,902.25	-	79,367.56	168,534.69	31.11%
St. Function:390	Other Community Services	Total:	393,000.00	316,428.00	765,247.00	743,706.75	0.00	493,111.89	250,594.86	64.44%
St. Function:440	Pymts to Other Govnmt	Total:	293,000.00	594,750.00	594,750.00	594,750.00	0.00	594,750.00	-	100.00%
St. Function:510	Debt Services - Long Term Only	Total:	33,000.00	0.00	0.00	0.00	0.00	-	-	0.00%
St. Function:600	Transfers Out	Total:	293,000.00	295,688.00	295,688.00	295,688.00	0.00	292,687.50	3,000.50	98.99%
Type: 5	ExpenseTotal:		56,392,202.00	58,261,376.00	60,942,355.00	60,038,314.00	285,336.72	52,999,624.56	7,038,689.44	86.97%
<b>Grand Total:</b>			<b>-529,806.00</b>	<b>406,071.00</b>	<b>1,986,947.00</b>	<b>299,330.00</b>		<b>-6,664,188.94</b>	<b>6,963,518.94</b>	

**Monthly Summary of EFT's from HP Bank Accounts**

**Jun-25**

<u>Date</u>	<u>Amount</u>	<u>Bank Acct Taken From</u>	<u>Reason</u>
6/2/2025	\$70.00	Food Service	Square Monthly Membership
6/2/2025	\$474.12	Gen Funds	Latchkey Fees
6/25/2025	\$3,360.19	Gen Funds	Consumers Energy
6/12/2025	\$61,164.21	Gen Funds	EduStaff Payment June 12th
6/16/2025	\$6,665.64	Gen Funds	Health Equity Payment June 13th Payroll
6/27/2025	\$9,339.33	Gen Funds	Health Equity Payment June 26th Payroll
6/3/2025	\$25,883.71	Gen Funds	Penserv Payment May 31st Payroll
6/17/2025	\$26,635.72	Gen Funds	Penserv Payment June 13th Payroll
6/12/2025	\$465,119.74	Ret W/H	Payroll Retirement Withholding June 13th
6/26/2025	\$524,301.44	Ret W/H	Payroll Retirement Withholding June 27th
6/13/2025	\$321,695.32	Tax W/H	Payroll Federal Tax Withholding June 13th
6/2/2025	\$42,754.19	Tax W/H	Payroll State Tax Withholding May 30th
6/13/2025	\$45,756.71	Tax W/H	Payroll State Tax Withholding June 13th
6/25/2025	\$327,275.57	UAAL	Payroll UAAL Payment June

<b>\$1,860,495.89</b>	<b>Total ACH Debits</b>
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<u>Date</u>	<u>Amount</u>	<u>Payroll</u>
6/13/2025	\$882,577.62	General Payroll on June 13th
6/27/2025	\$738,885.35	General Payroll on June 26th

<b>\$1,621,462.97</b>	<b>Total Payroll</b>
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<u>Date</u>	<u>Amount</u>	<u>Wires</u>
6/30/2025	\$3,089,258.10	MVCA Wire State Aid

<b>\$3,089,258.10</b>	<b>Total Wires</b>
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<u>Date</u>	<u>Amount</u>	<u>P-Card Purchases</u>
6/23/2025	\$53,945.67	General P-Card charges Huntington Bank

<b>\$53,945.67</b>	<b>Total P-Card Purchases</b>
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**Hazel Park Schools**  
**Detailed Check Register w FQA**  
 Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100351	AIRGAS GREAT LAKES	110-113-0000-2230-300-2230-55110000	EH 00001560	06/03/2025	9161378508	AIRGAS HAZMAT		165.16
<b>Vendor Total:</b>								<b>165.16</b>
100550	AMAZON CAPITAL SERVICES	110-212-0000-9450-200-9450-55110000	EH 00001561	06/03/2025	1HQ1RTGKL6QA	Antrader 10Pcs 608 Steel Ball	P2500375	63.10
100550	AMAZON CAPITAL SERVICES	110-284-0000-0000-000-0284-54120000	EH 00001561	06/03/2025	1LD4NC94K4R4	TECH SUPPLIES		75.76
100550	AMAZON CAPITAL SERVICES	110-221-0000-0000-000-0221-55910000	EH 00001561	06/03/2025	1MRP4R3K71X	Sheet Protectors, PANDRI 500 P	P2500370	26.95
100550	AMAZON CAPITAL SERVICES	110-221-0000-0000-000-0221-55910000	EH 00001561	06/03/2025	1MRP4R3K71X	SUIN 12" 3 Ring-Binders - 05	P2500370	139.80
100550	AMAZON CAPITAL SERVICES	110-221-0000-0000-000-0221-55910000	EH 00001561	06/03/2025	1MRP4R3K71X	1200 Pack Sheet Protectors 85	P2500370	39.59
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55110000	EH 00001561	06/03/2025	1N764FRKNHVP	Prang (Formerly SunWorks) Cons	P2500310	10.17
100550	AMAZON CAPITAL SERVICES	110-284-0000-0000-150-0284-53610000	EH 00001561	06/03/2025	1QH4HMVTTXT	TONER @ WEBB		904.90
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-000-0065-55990000	EH 00001561	06/03/2025	1QHP3NM9YCJ	ANT TRAPS		95.70
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001561	06/03/2025	1QNJTQWCLR	Business Source Premium Invisi	P2500374	11.99
100550	AMAZON CAPITAL SERVICES	110-111-0000-0000-170-0170-55110000	EH 00001561	06/03/2025	1QNJTQWCLR	Tork Advanced Facial Tissue Wh	P2500374	36.98
100550	AMAZON CAPITAL SERVICES	110-284-0000-0000-000-0284-55990000	EH 00001561	06/03/2025	1RCHQ43NJLQ	TECH SUPPLIES		160.09
100550	AMAZON CAPITAL SERVICES	110-122-0190-0000-600-0602-55110000	EH 00001561	06/03/2025	1RD913TK4V63	Dynarex 1340 Disposable UnderP	P2500372	116.67
100550	AMAZON CAPITAL SERVICES	110-122-0190-0000-600-0602-55110000	EH 00001561	06/03/2025	1RD913TK4V63	Dynarex Disposable Underpads,	P2500372	199.95
100550	AMAZON CAPITAL SERVICES	110-122-0190-0000-600-0602-55110000	EH 00001561	06/03/2025	1RD913TK4V63	TIDI 981002 Everyday Exam Tabl	P2500372	144.20
100550	AMAZON CAPITAL SERVICES	110-122-0190-0000-600-0602-55110000	EH 00001561	06/03/2025	1RD913TK4V63	Sani Professional P13472 Sani-	P2500372	1428.99
100550	AMAZON CAPITAL SERVICES	110-122-0190-0000-600-0602-55110000	EH 00001561	06/03/2025	1RD913TK4V63	6 Gallons) - Liquid Chlorine	P2500372	43.70
100550	AMAZON CAPITAL SERVICES	110-122-0190-0000-600-0602-55110000	EH 00001561	06/03/2025	1RD913TK4V63	Jointown Basic Medical Clear V	P2500372	325.30
100550	AMAZON CAPITAL SERVICES	110-293-0000-0000-300-0350-55990000	EH 00001561	06/03/2025	1VTC9HXP3J73	Rawlings FRANCHISE 20 PLAYERS	P2500329	708.26
100550	AMAZON CAPITAL SERVICES	110-122-0140-0000-650-0650-55110000	EH 00001561	06/03/2025	1X39D9XJ3KR	I Swingline Commercial Stapler,	P2500369	41.68
100550	AMAZON CAPITAL SERVICES	110-122-0140-0000-650-0650-55110000	EH 00001561	06/03/2025	1X39D9XJ3KR	I Amazon Basics 9" x 12" Clasp K	P2500369	15.99
100550	AMAZON CAPITAL SERVICES	110-122-0140-0000-650-0650-55110000	EH 00001561	06/03/2025	1X39D9XJ3KR	I Two Pocket Folder, HERKKA 100	P2500369	34.19
100550	AMAZON CAPITAL SERVICES	110-122-0140-0000-650-0650-55110000	EH 00001561	06/03/2025	1X39D9XJ3KR	I AOZITA 120 Sets - 20 oz Clear	P2500369	19.99
100550	AMAZON CAPITAL SERVICES	110-122-0140-0000-650-0650-55110000	EH 00001561	06/03/2025	1X39D9XJ3KR	I HERKKA Extra Capacity Hanging	P2500369	37.04
100550	AMAZON CAPITAL SERVICES	110-122-0140-0000-650-0650-55110000	EH 00001561	06/03/2025	1X39D9XJ3KR	I Pet & Garden Safeguard - 157IN	P2500369	21.99
100550	AMAZON CAPITAL SERVICES	110-122-0140-0000-650-0650-55110000	EH 00001561	06/03/2025	1X39D9XJ3KR	I Insect Lore Funtastic 4 Cups o	P2500369	40.00
<b>Vendor Total:</b>								<b>3,542.98</b>
100137	BISON PLUMBING INC	110-261-0000-0000-130-0065-53190000	EH 00001562	06/03/2025	619790	SERVICE		163.00
100137	BISON PLUMBING INC	110-261-0000-0000-000-0065-53190000	EH 00001562	06/03/2025	619896	MAINT. SERVICE		675.00
<b>Vendor Total:</b>								<b>838.00</b>
100503	HEMPLE, CHARLES	110-293-0000-0000-300-0350-53197000	EH 00001563	06/03/2025	051625	CLOCK OPERATOR		40.00
<b>Vendor Total:</b>								<b>40.00</b>
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001564	06/03/2025	16611972	MAINT. SUPPLIES		6.32

User: MUBARAKC - Crystal Mubarak

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

Page

1

Current Date: 07/17/2025

Current Time: 17:34:05

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001564	06/03/2025	1666743	MAINT./CUSTODIAN SUPPLIES		241.95
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001564	06/03/2025	1671980	MAINT. SUPPLIES		257.25
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001564	06/03/2025	1672754	MAINT. SUPPLIES		468.05
<b>Vendor Total:</b>								<b>973.57</b>
100380	OAKLAND SCHOOLS	290-296-9340-0000-000-0300-57920000	EH 00001565	06/03/2025	89345	HONORS NIGHT PROGRAM		1,025.00
100380	OAKLAND SCHOOLS	110-000-0000-3400-000-3400-43170100	EH 00001565	06/03/2025	A0003316	OVERPAY GSRP FY25 SLOT FUND		26,282.00
<b>Vendor Total:</b>								<b>27,307.00</b>
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001566	06/03/2025	21169147	THERAPY - SERVICE		4,025.00
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001566	06/03/2025	21209138	THERAPY - SERVICE		4,025.00
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001566	06/03/2025	21215050	THERAPY - SERVICE		4,025.00
<b>Vendor Total:</b>								<b>12,075.00</b>
100445	ROCKET ENTERPRISE INC	110-261-0000-0000-060-0065-55990000	EH 00001567	06/03/2025	193000	NYLON FLAG		63.00
100445	ROCKET ENTERPRISE INC	110-261-0000-0000-200-0065-55990000	EH 00001567	06/03/2025	7532	3X5 USA FLAG		63.00
<b>Vendor Total:</b>								<b>126.00</b>
100428	ROYAL ROOFING	110-261-0000-0000-300-0065-54910000	EH 00001568	06/03/2025	S128775	ROOFING @ HPHS		981.00
100428	ROYAL ROOFING	110-261-0000-0000-150-0065-54910000	EH 00001568	06/03/2025	S128776	ROOFING REPAIR		5,400.00
<b>Vendor Total:</b>								<b>6,381.00</b>
100515	STAFF CONNECTIONS LLC	110-213-0015-0000-000-0660-53130000	EH 00001569	06/03/2025	2467	SCHOOL NURSE		4,080.00
100515	STAFF CONNECTIONS LLC	110-213-0015-0000-000-0660-53130000	EH 00001569	06/03/2025	2468	CNA		9,361.57
100515	STAFF CONNECTIONS LLC	110-213-0015-0000-000-0660-53130000	EH 00001569	06/03/2025	2484	RN		1,920.00
100515	STAFF CONNECTIONS LLC	110-213-0015-0000-000-0660-53130000	EH 00001569	06/03/2025	2485	CNA/LPN/RN		5,447.07
<b>Vendor Total:</b>								<b>20,808.64</b>
100357	STAPLES BUSINESS	110-112-0000-0000-200-0200-55910000	EH 00001570	06/03/2025	6032083068	HP 305A Yellow Standard Yield	P2500376	156.99
100357	STAPLES BUSINESS	110-241-0000-0000-200-0200-55910000	EH 00001570	06/03/2025	6032083068	HP 305A Magenta Standard Yield	P2500376	155.09
100357	STAPLES BUSINESS	110-241-0000-0000-200-0200-55910000	EH 00001570	06/03/2025	6032083068	HP 305X Black High Yield Toner	P2500376	134.99
100357	STAPLES BUSINESS	110-241-0000-0000-200-0200-55910000	EH 00001570	06/03/2025	6032083068	HP 305A Cyan Standard Yield To	P2500376	156.99
100357	STAPLES BUSINESS	110-112-0000-0000-200-0200-55910000	EH 00001570	06/03/2025	6032461972	Sharpie Permanent Markers, Fin	P2500379	33.92
<b>Vendor Total:</b>								<b>637.98</b>
101494	THRUN MAATSCH AND	110-231-0000-0000-000-0060-53170000	EH 00001571	06/03/2025	304207	PHONE CONVERSATION		167.50
<b>Vendor Total:</b>								<b>167.50</b>
100351	AIRGAS GREAT LAKES	110-261-0000-0000-000-0065-55990000	EH 00001572	06/16/2025	5515941550	RENTAL		292.80
100351	AIRGAS GREAT LAKES	110-113-0000-0000-300-0300-55110000	EH 00001572	06/16/2025	5516678150	RENTAL		299.56
<b>Vendor Total:</b>								<b>592.36</b>
100550	AMAZON CAPITAL SERVICES	110-284-0000-0000-000-0284-56410000	EH 00001573	06/16/2025	1JK1KXT7RQL	TONER		873.90

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

2

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100550	AMAZON CAPITAL SERVICES	10-261-0000-0000-000-0065-55990000	EH 00001573	06/16/2025	1JK1KXT7RQL	TONER		1,079.15
100550	AMAZON CAPITAL SERVICES	10-261-0000-0000-000-0065-55990000	EH 00001573	06/16/2025	1L7X7RGW46L	MAINT. SUPPLIES		234.93
100550	AMAZON CAPITAL SERVICES	10-212-0000-9450-200-9450-55110000	EH 00001573	06/16/2025	1LQ3QCFQ6HF	DEWALT Random Orbit Sander, Va	P2500382	75.93
100550	AMAZON CAPITAL SERVICES	10-212-0000-9450-200-9450-55110000	EH 00001573	06/16/2025	1LQ3QCFQ6HF	Purisystems Air Filtration Sys	P2500382	324.00
100550	AMAZON CAPITAL SERVICES	10-261-0000-0000-000-0065-55990000	EH 00001573	06/16/2025	1VQLCRYQ47	MAINT. SUPPLIES		10.07
100550	AMAZON CAPITAL SERVICES	10-261-0000-0000-000-0065-55990000	EH 00001573	06/16/2025	1X3TTTTLFHTD	Oatey 33403 4-in End of Pipe G	P2500380	194.20
100550	AMAZON CAPITAL SERVICES	10-261-0000-0000-000-0065-55990000	EH 00001573	06/16/2025	1Y1NN6KF4193	MAINT. SUPPLIES		599.99
<b>Vendor Total:</b>								<b>3,392.17</b>
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55610000	EH 00001574	06/16/2025	X400080825	NET PRODUCT COST		99,805.88
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53190000	EH 00001574	06/16/2025	X400080825	DIRECT LABOR		76,382.15
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53150000	EH 00001574	06/16/2025	X400080825	SUPERVISORY & CLERICAL		13,562.62
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-55640000	EH 00001574	06/16/2025	X400080825	TOTAL OTHER COSTS		14,938.38
100118	CHARTWELLS DINING	250-297-0000-0000-000-0000-53151000	EH 00001574	06/16/2025	X400080825	ADMIN & FEE EXPENSE		10,362.06
<b>Vendor Total:</b>								<b>215,051.09</b>
100604	CORRIGAN RECORD	110-261-0000-0000-000-0065-54910000	EH 00001575	06/16/2025	1247758	SHREDDING		321.03
<b>Vendor Total:</b>								<b>321.03</b>
100316	ECOLAB PEST ELIMINATION	10-261-0000-0000-300-0065-54910000	EH 00001576	06/16/2025	8147224	PEST CONTROL - HS		146,274.01
<b>Vendor Total:</b>								<b>274.01</b>
101224	HOPSKIPDRIVE INC	110-271-0000-6010-000-6010-53310000	EH 00001577	06/16/2025	30098	TRANSPORATION		60,656.32
101224	HOPSKIPDRIVE INC	110-271-0099-0000-000-0660-53310000	EH 00001577	06/16/2025	30098	TRANSPORATION		6,334.25
<b>Vendor Total:</b>								<b>66,990.57</b>
100574	INSTITUTE FOR EXCELLENCE	10-232-0000-0000-000-0060-53150000	EH 00001578	06/16/2025	2025803	CONSULTING SERVICES		1,500.00
100574	INSTITUTE FOR EXCELLENCE	10-232-0000-0000-000-0060-53150000	EH 00001578	06/16/2025	2025805	CONSULTING SERVICES		1,500.00
<b>Vendor Total:</b>								<b>3,000.00</b>
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001579	06/16/2025	1675399	MAINT./CUSTODIAN SUPPLIES		881.50
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001579	06/16/2025	1678232	MAINT./CUSTODIAN SUPPLIES		8,571.51
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001579	06/16/2025	1678237	SUPPLIES		164.61
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001579	06/16/2025	1678590	MAINT./CUSTODIAN SUPPLIES		540.80
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001579	06/16/2025	16785901	MAINT./CUSTODIAN SUPPLIES		101.92
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001579	06/16/2025	1678596	MAINT./CUSTODIAN SUPPLIES		10,815.95
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001579	06/16/2025	16785961	MAINT./CUSTODIAN SUPPLIES		6,909.70
<b>Vendor Total:</b>								<b>27,985.99</b>
1099C	MILLER, MATTHEW	110-252-0000-0000-000-0060-53150000	EH 00001580	06/16/2025	107	ASSISTANCE WITH FINANCES		5,000.00
<b>Vendor Total:</b>								<b>5,000.00</b>

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

3

Current Time: 17:34:05

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OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100380	OAKLAND SCHOOLS	110-231-0000-0000-000-0060-53610000	EH 00001581	06/16/2025	89338	LAMINATED GAME BOARDS		1,154.69
100380	OAKLAND SCHOOLS	110-231-0000-0000-000-0060-53221000	EH 00001581	06/16/2025	A0003339	TRAINING		500.00
100380	OAKLAND SCHOOLS	110-231-0000-0000-000-0060-53221000	EH 00001581	06/16/2025	EM001080	WORKSHOP		1,500.00
<b>Vendor Total:</b>								<b>3,154.69</b>
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001582	06/16/2025	21225946	THERAPY - SERVICE		3,220.00
<b>Vendor Total:</b>								<b>3,220.00</b>
100397	SCHOOL SPECIALTY	110-112-0000-0000-200-0200-55110000	EH 00001583	06/16/2025	308104701315	SUPPLIES		756.28
<b>Vendor Total:</b>								<b>756.28</b>
100515	STAFF CONNECTIONS LLC	110-213-0015-0000-000-0660-53130000	EH 00001584	06/16/2025	2503	SCHOOL NURSE		1,935.00
100515	STAFF CONNECTIONS LLC	110-213-0015-0000-000-0660-53130000	EH 00001584	06/16/2025	2504	SCHOOL NURSE		4,352.57
100515	STAFF CONNECTIONS LLC	110-261-0000-0000-150-0065-55990000	EH 00001584	06/16/2025	INV27625	MAINT. SUPPLIES		1,386.90
<b>Vendor Total:</b>								<b>7,674.47</b>
100357	STAPLES BUSINESS	110-241-0000-0000-130-0130-55910000	EH 00001585	06/16/2025	6033141746	Elmer's School Washable Glue S	P2500381	9.99
<b>Vendor Total:</b>								<b>9.99</b>
101494	THRUN MAATSCH AND	110-231-0000-0000-000-0060-53170000	EH 00001586	06/16/2025	304916	LEGAL SERVICES THROUGH		6,558.17
<b>Vendor Total:</b>								<b>6,558.17</b>
100292	INVEST CENTERS LLC	110-113-0000-0000-560-0000-53110000	EH 00001587	06/25/2025	053125	MAY 2025 PAYMENT		87,454.19
<b>Vendor Total:</b>								<b>87,454.19</b>
100550	AMAZON CAPITAL SERVICES	110-221-0000-0000-000-0221-55910000	EH 00001588	06/26/2025	1F7VWRJ11KHIRIS USA 72 Qt Stackable Plast		P2500384	64.99
100550	AMAZON CAPITAL SERVICES	110-118-0000-3400-190-3400-55990000	EH 00001588	06/26/2025	1GGYY1TQL47CREDIT MEMO			-18.08
100550	AMAZON CAPITAL SERVICES	110-261-0000-0000-000-0065-55990000	EH 00001588	06/26/2025	1NV4VTRPKD MAINT. SUPPLIES			79.47
<b>Vendor Total:</b>								<b>126.38</b>
100137	BISON PLUMBING INC	110-261-0000-0000-000-0065-53190000	EH 00001589	06/26/2025	620339	BACKUP IN TUNNEL		523.00
<b>Vendor Total:</b>								<b>523.00</b>
100319	G N E PAINT & SUPPLY	110-261-0000-0000-000-0065-55990000	EH 00001590	06/26/2025	0409354IN	MAINT. SUPPLIES		28.50
<b>Vendor Total:</b>								<b>28.50</b>
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001591	06/26/2025	16785902	MAINT. SUPPLIES		201.19
100745	KSS ENTERPRISES	110-261-0000-0000-000-0065-55990000	EH 00001591	06/26/2025	1682294	MAINT./CUSTODIAN SUPPLIES		2,191.20
<b>Vendor Total:</b>								<b>2,392.39</b>
101543	LAW OFFICES OF DENNIS	110-231-0000-0000-000-0060-53170000	EH 00001592	06/26/2025	332216154	ATTY FEES		188.83
<b>Vendor Total:</b>								<b>188.83</b>
100520	PEDIATRIC HEALTH	110-213-0013-0000-150-0660-53130000	EH 00001593	06/26/2025	06162025	PHYSICAL THERAPIST		450.70
<b>Vendor Total:</b>								<b>450.70</b>

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100959	PROCARE THERAPY	110-214-0021-0000-000-0660-53150000	EH 00001594	06/26/2025	21231091	THERAPY - SERVICE		3,220.00
							<b>Vendor Total:</b>	<b>3,220.00</b>
100428	ROYAL ROOFING	110-261-0000-0000-130-0065-55990000	EH 00001595	06/26/2025	S129229	SEALANT INSTALLED		175.50
							<b>Vendor Total:</b>	<b>175.50</b>
100045	A & I ENTERPRISES	110-113-0000-0000-570-0570-53110000	EH 00001596	06/27/2025	053125	MAY 2025 PAYMENT		181,900.33
							<b>Vendor Total:</b>	<b>181,900.33</b>
100090	A G CENTRAL MUSIC	110-112-0000-0000-200-0200-55110000	HP 00504973	06/03/2025	163165	MUSIC REEDS-JH		88.05
							<b>Vendor Total:</b>	<b>88.05</b>
101540	AMAZING AMUSEMENTS	290-296-9312-0000-000-0300-57920000	HP 00504974	06/03/2025	44932055	EQUIPMENT RENTAL - HIGH		1,672.28
							<b>Vendor Total:</b>	<b>1,672.28</b>
100700	ANDREW ROSENBERGER	110-113-0000-0000-300-0301-55110000	HP 00504975	06/03/2025	1002A	HS BAND TEACHING/TESTING		100.00
							<b>Vendor Total:</b>	<b>100.00</b>
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00504976	06/03/2025	569236	TESTING		28.00
							<b>Vendor Total:</b>	<b>28.00</b>
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00504977	06/03/2025	7831	KEYS		97.75
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00504977	06/03/2025	7870	MAINT. SUPPLIES		1,480.00
							<b>Vendor Total:</b>	<b>1,297.75</b>
101422	BIGTEAMS LLC	110-293-0000-0000-300-0350-53190000	HP 00504978	06/03/2025	11219	ANNUAL FEE		1,250.00
							<b>Vendor Total:</b>	<b>1,250.00</b>
100403	BSN SPORTS	110-293-0000-0000-300-0350-55990000	HP 00504979	06/03/2025	929844961	SOFTBALL PANTS		217.70
							<b>Vendor Total:</b>	<b>217.70</b>
100735	BURKES SPORT HAVEN	110-293-0000-0000-300-0350-55990000	HP 00504980	06/03/2025	129390	ATHLETICS SUPPLIES		80.70
100735	BURKES SPORT HAVEN	290-296-9460-0000-000-0450-57920000	HP 00504980	06/03/2025	6102	SOFTBALL		930.50
100735	BURKES SPORT HAVEN	110-293-0000-0000-300-0450-55990000	HP 00504980	06/03/2025	6102	SOCKS		75.00
							<b>Vendor Total:</b>	<b>1,086.20</b>
101249	CALLAHAN, JOHN	290-296-9451-0000-000-0450-57920000	HP 00504981	06/03/2025	51825	REIMBURSMENT		69.94
							<b>Vendor Total:</b>	<b>69.94</b>
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00504982	06/03/2025	2850/2501110	PAYROLL		695.00
							<b>Vendor Total:</b>	<b>695.00</b>
100517	CLAWSON PUBLIC SCHOOLS	110-293-0000-0000-300-0350-57410000	HP 00504983	06/03/2025	3474425	TRACK DIVISION MEET		125.00
							<b>Vendor Total:</b>	<b>125.00</b>
100308	COCHRANE SUPPLY	110-261-0000-0000-150-0065-55990000	HP 00504984	06/03/2025	1424703	MAINT. SUPPLIES		177.82
							<b>Vendor Total:</b>	<b>177.82</b>

User: MUBARAKC - Crystal Mubarak

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

Page

5

Current Date: 07/17/2025

Current Time: 17:34:05

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00504985	06/03/2025	276952725	ACT#100011932769		106.01
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00504985	06/03/2025	284352725	ACT#100011932843		26.05
<b>Vendor Total:</b>								<b>132.06</b>
101403	CUMULUS MEDIA NEW	110-231-0000-0000-000-0060-53150000	HP 00504986	06/03/2025	HPS2025	DIGITAL CAMPAIGN		4,400.00
<b>Vendor Total:</b>								<b>4,400.00</b>
100185	DETROIT NATIVE SUN	110-231-0000-0000-000-0060-53510000	HP 00504987	06/03/2025	0525HP	ADVERTISING		1,000.00
<b>Vendor Total:</b>								<b>1,000.00</b>
100533	DRAMATIC GRAPHICS	290-296-9460-0000-000-0450-57920000	HP 00504988	06/03/2025	2829	SOFTBALL SPIRIT WEAR		765.00
<b>Vendor Total:</b>								<b>765.00</b>
101470	DULONG, CANDICE	290-296-9990-0000-000-0000-57920000	HP 00504989	06/03/2025	110824	WRESTLING REFUNDS		100.00
<b>Vendor Total:</b>								<b>100.00</b>
101474	ELLIS, REBECCA	110-293-0000-0000-300-0350-53197000	HP 00504990	06/03/2025	13125C	JV B BASKETBALL BOOKS		80.00
<b>Vendor Total:</b>								<b>80.00</b>
101132	ENTECH MEDICALL	110-213-0015-0000-190-0660-53130000	HP 00504991	06/03/2025	11628	WEBSTER RT		1,750.00
101132	ENTECH MEDICALL	220-213-0015-0000-600-0601-53130000	HP 00504991	06/03/2025	11629	UO - NURSE		840.28
101132	ENTECH MEDICALL	220-213-0015-0000-600-0601-53130000	HP 00504991	06/03/2025	11722	NURSE		895.38
101132	ENTECH MEDICALL	110-213-0015-0000-190-0660-53130000	HP 00504991	06/03/2025	11723	NURSE		1,750.00
<b>Vendor Total:</b>								<b>5,235.66</b>
100217	GIANT PLUMBING &	110-261-0000-0000-000-0065-55990000	HP 00504992	06/03/2025	404191	REPAIR COUPLING		59.92
100217	GIANT PLUMBING &	110-261-0000-0000-000-0065-55990000	HP 00504992	06/03/2025	404231	MAINT. SUPPLIES		511.96
<b>Vendor Total:</b>								<b>571.88</b>
101482	GRAFTON SCHOOL	110-122-0191-0000-190-1660-55110000	HP 00504993	06/03/2025	GIHNINV00631	WEBSTER BRAIDED PRESCHOOL		332.36
<b>Vendor Total:</b>								<b>332.36</b>
100681	GREYSTONE GARDENS INC	290-296-9610-0000-000-0600-57920000	HP 00504994	06/03/2025	25	GREENHOUSE SUPPLIES		6,750.12
<b>Vendor Total:</b>								<b>6,750.12</b>
101351	GROVES ATHLETICS	110-293-0000-0000-300-0350-57410000	HP 00504995	06/03/2025	11725A	LADY WRESTLERS TOURNAMENT		200.00
<b>Vendor Total:</b>								<b>200.00</b>
101536	H&P TECHNOLOGIES INC	110-261-0000-0000-000-0065-53190000	HP 00504996	06/03/2025	8463786	MAINT. SERVICE/REPAIR		375.00
101536	H&P TECHNOLOGIES INC	110-261-0000-0000-000-0065-55990000	HP 00504996	06/03/2025	8463867	MAINT. SUPPLIES		52.50
<b>Vendor Total:</b>								<b>427.50</b>
101541	HEARTS OF THE WORLD	110-000-0000-0000-000-0000-41910000	HP 00504997	06/03/2025	060325	REFUND DEP - EVENT CANCELED		275.00
<b>Vendor Total:</b>								<b>275.00</b>
101533	HILL, SHAWNTYE	290-296-9312-0000-000-0300-57920000	HP 00504998	06/03/2025	INV0218	TACO BAR - HS		1,594.39

User: MUBARAKC - Crystal Mubarak

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

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Page

6

Current Date: 07/17/2025

Current Time: 17:34:05

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							<b>Vendor Total:</b>	<b>1,594.39</b>
101138	HODGSON , JASON	110-293-0000-0000-300-0350-53197000	HP 00504999	06/03/2025	083123	ANNOUNCER		40.00
101138	HODGSON , JASON	110-293-0000-0000-300-0350-53197000	HP 00504999	06/03/2025	91523B	ANNOUNCER		40.00
							<b>Vendor Total:</b>	<b>80.00</b>
101215	HOLLAND BUS COMPANY	110-271-0000-0000-000-0061-54120000	HP 00505000	06/03/2025	213372	ELECTRICAL SYSTEM ISSUES		384.80
							<b>Vendor Total:</b>	<b>384.80</b>
101425	IDA PUBLIC SCHOOLS	110-293-0000-0000-300-0350-53190000	HP 00505001	06/03/2025	2025007A	VARSITY FOOTBALL SCRIMMAGE		100.00
							<b>Vendor Total:</b>	<b>100.00</b>
100451	J W PEPPER & SONS	110-113-0000-0000-300-0300-55110000	HP 00505002	06/03/2025	367548247	FANFARE &PRO RECESS EPRINT-		91.00
							<b>Vendor Total:</b>	<b>91.00</b>
101177	JORDANO GRAPHICS &	110-241-0000-0000-300-0300-55910000	HP 00505003	06/03/2025	27722	SIGNS		44.00
							<b>Vendor Total:</b>	<b>44.00</b>
100323	JOSTENS INC	110-113-0000-0000-400-0400-55990000	HP 00505004	06/03/2025	37159174	GRADUATION SUPPLIES		172.75
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505004	06/03/2025	37209528	DIPLOMA HPHS		17.85
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505004	06/03/2025	37209529	DIPLOMA HPHS		699.15
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505004	06/03/2025	37216235	DIPLOMA HPHS		35.70
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505004	06/03/2025	37216595	GRADUATION SUPPLIES		110.45
							<b>Vendor Total:</b>	<b>1,035.90</b>
101530	LLOYD & MCDANIEL PLC	110-000-0000-0000-000-0000-24516000	HP 00505005	06/03/2025	2840/2501110	PAYROLL		227.59
							<b>Vendor Total:</b>	<b>227.59</b>
101529	LOZENICH, ROBERT M	110-293-0000-0000-300-0350-53197000	HP 00505006	06/03/2025	051325	CLOCK OPERATOR		40.00
101529	LOZENICH, ROBERT M	110-293-0000-0000-300-0350-53197000	HP 00505006	06/03/2025	051325A	CLOCK OPERATOR		40.00
101529	LOZENICH, ROBERT M	110-293-0000-0000-300-0350-53197000	HP 00505006	06/03/2025	051925	CLOCK OPERATOR		40.00
101529	LOZENICH, ROBERT M	110-293-0000-0000-300-0350-53197000	HP 00505006	06/03/2025	051925A	CLOCK OPERATOR		40.00
							<b>Vendor Total:</b>	<b>160.00</b>
101350	LUCAS, ALLISON	110-216-0041-0000-300-0660-53210000	HP 00505007	06/03/2025	050925	REIMBURSMENT		120.00
							<b>Vendor Total:</b>	<b>120.00</b>
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-300-0065-55990000	HP 00505008	06/03/2025	2571094000	MAINT. SUPPLIES		270.56
							<b>Vendor Total:</b>	<b>270.56</b>
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505009	06/03/2025	2825/2501110	PAYROLL		17.69
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505009	06/03/2025	2825/2501110	PAYROLL		29.46
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505009	06/03/2025	2825/2501110	PAYROLL		20.91
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505009	06/03/2025	2825/2501110	PAYROLL		28.93

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

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100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505009	06/03/2025	2825/2501110	PAYROLL		29.25
							<b>Vendor Total:</b>	<b>126.24</b>
100043	MECHANICAL SYSTEMS	110-261-0000-0000-000-0065-53190000	HP 00505010	06/03/2025	250484	LABOR AND MATERIAL		7,480.00
							<b>Vendor Total:</b>	<b>7,480.00</b>
100136	MICHIGAN ARTS ACCESS	110-111-0000-9100-170-9100-53110000	HP 00505011	06/03/2025	AIRHZP20251	AIR PROGRAM		12,000.00
							<b>Vendor Total:</b>	<b>12,000.00</b>
101412	MICHIGAN ATHLETIC	110-293-0000-0000-300-0350-53190000	HP 00505012	06/03/2025	5925	TRAINER		1,200.00
							<b>Vendor Total:</b>	<b>1,200.00</b>
100589	MILLENNIUM BUSINESS	110-113-0000-0000-560-0560-54220000	HP 00505013	06/03/2025	39237353	COPIER		463.55
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.80
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	110-125-0000-0000-400-0400-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-241-0000-0000-170-0170-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		68.76
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		176.94
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		162.41

151

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		175.07
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		94.08
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		46.18
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		13.52
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		211.18
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		132.63
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		51.07
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		305.12
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		1.58
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		265.44
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00505013	06/03/2025	39237352	MILLENNIUM INVOICE		78.83
<b>Vendor Total:</b>								<b>4,520.12</b>
101383	MILNER-YOUNG , DEVON	290-296-9213-0000-000-0200-57920000	HP 00505014	06/03/2025	52024A	IN STUDIO DANCE TRAINING		150.00
<b>Vendor Total:</b>								<b>150.00</b>
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00505015	06/03/2025	2800/2501110	PAYROLL		88.05
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00505015	06/03/2025	2800/2501110	PAYROLL		105.06
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00505015	06/03/2025	2800/2501110	PAYROLL		154.60
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00505015	06/03/2025	2800/2501110	PAYROLL		52.64
<b>Vendor Total:</b>								<b>390.35</b>
100001	OAKLAND UNIVERSITY	110-221-0000-2480-000-2480-53190000	HP 00505016	06/03/2025	17	GRAD SCHOOL APPLICATION		45.00
100001	OAKLAND UNIVERSITY	110-221-0000-2480-000-2480-53190000	HP 00505016	06/03/2025	21	GRAD SCHOOL APPLICATION		45.00
<b>Vendor Total:</b>								<b>90.00</b>
101410	PERKINS, FELICIA	290-296-9990-0000-000-0000-57920000	HP 00505017	06/03/2025	72924B	JR VIKING REFUND		50.00
<b>Vendor Total:</b>								<b>50.00</b>
101187	PLAQUES AND SUCH	110-293-0000-0000-300-0350-55990000	HP 00505018	06/03/2025	Q155440	Chenille/embroidered patch	P2500347	402.40
101187	PLAQUES AND SUCH	110-293-0000-0000-300-0350-55990000	HP 00505018	06/03/2025	Q155440	Chenille/Embroidered patch	P2500347	402.41
101187	PLAQUES AND SUCH	110-293-0000-0000-300-0350-55990000	HP 00505018	06/03/2025	Q155440	Style CH-51 Chenille Numerals	P2500347	425.19
<b>Vendor Total:</b>								<b>1,230.00</b>
100690	RIDDELL ALL AMERICAN	110-293-0000-0000-300-0350-55915000	HP 00505019	06/03/2025	952292801	RECONDITIONING-HELMETS		6,884.50
<b>Vendor Total:</b>								<b>6,884.50</b>
101154	ROOSEN VARCHETTI &	110-000-0000-0000-000-0000-24516000	HP 00505020	06/03/2025	2842/2501110	PAYROLL		269.40
<b>Vendor Total:</b>								<b>269.40</b>
100440	SCHOLASTIC BOOK FAIRS	290-296-9100-0000-000-0130-57920000	HP 00505021	06/03/2025	W5746258BF	BOOK FAIR SALES - HOOVER		2,027.29
<b>Vendor Total:</b>								<b>2,027.29</b>

User: MUBARAKC - Crystal Mubarak

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

Page

9

Current Date: 07/17/2025

Current Time: 17:34:05

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
101521	SHAGENA, DANIEL	290-296-9461-0000-000-0450-57920000	HP 00505022	06/03/2025	379	REIMBURSMENT		63.92
<b>Vendor Total:</b>								<b>63.92</b>
100749	SONITROL GREAT LAKES	110-266-0000-0000-000-0066-53190000	HP 00505023	06/03/2025	577453	SERVICE AT LONGFELLOW		280.00
100749	SONITROL GREAT LAKES	110-266-0000-0000-150-0066-53190000	HP 00505023	06/03/2025	577456	INCIDENT AT WEBB		280.00
100749	SONITROL GREAT LAKES	110-266-0000-0000-650-0066-53190000	HP 00505023	06/03/2025	577459	REPLACE AND TESTED		378.00
<b>Vendor Total:</b>								<b>938.00</b>
101366	SPARTAN CONSTRUTION	110-456-0000-4470-000-4470-56220000	HP 00505024	06/03/2025	APP1	LONGFELLOW COM CENTER		213,120.00
<b>Vendor Total:</b>								<b>213,120.00</b>
101535	STATE DISBURSEMENT UNIT	10-000-0000-0000-000-0000-24516000	HP 00505025	06/03/2025	2800/2501110	PAYROLL		281.15
<b>Vendor Total:</b>								<b>281.15</b>
101452	TEAMSTERS LOCAL 214	110-000-0000-0000-000-0000-24517000	HP 00505026	06/03/2025	2825/2501110	PAYROLL		200.00
<b>Vendor Total:</b>								<b>200.00</b>
101520	THE ALLEN LAW GROUP PC	110-231-0000-0000-000-0060-53170000	HP 00505027	06/03/2025	6755	HP SCHOOLS INVESTIGATION#2		1,519.00
101520	THE ALLEN LAW GROUP PC	110-231-0000-0000-000-0060-53170000	HP 00505027	06/03/2025	6796	HP SCHOOLS INVESTIGATION		21,925.00
<b>Vendor Total:</b>								<b>23,444.00</b>
100046	THE DAVEY TREE EXPERT	110-261-0000-0000-000-0065-54910000	HP 00505028	06/03/2025	919476063	SPRING IRRIGATION START UP		495.00
<b>Vendor Total:</b>								<b>495.00</b>
100563	THE LITTLE CREATURES	290-296-9131-0000-000-0150-57920000	HP 00505029	06/03/2025	52125	5TH GRADE CAMP		350.00
<b>Vendor Total:</b>								<b>350.00</b>
101475	THE ZEKELMAN HOLOCAUST	290-296-9060-0000-000-0400-57920000	HP 00505030	06/03/2025	111124	FIELD TRIP - HP ADVANTAGE		60.00
<b>Vendor Total:</b>								<b>60.00</b>
100068	TURF TENDERS	110-261-0000-0000-000-0065-53190000	HP 00505031	06/03/2025	1475730	LAWN SERVICE		549.50
<b>Vendor Total:</b>								<b>549.50</b>
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505032	06/03/2025	41434	TRANSLATOR SERVICE		358.00
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505032	06/03/2025	41436	TRANSLATOR SERVICE		358.00
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505032	06/03/2025	41456	TRANSLATOR SERVICE		300.20
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505032	06/03/2025	41525	TRANSLATOR SERVICE		275.25
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505032	06/03/2025	41539	TRANSLATOR SERVICE		275.25
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505032	06/03/2025	41540	TRANSLATOR SERVICE		220.00
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505032	06/03/2025	41541	TRANSLATOR SERVICE		275.25
<b>Vendor Total:</b>								<b>2,061.95</b>
100032	VERIZON WIRELESS	110-261-0000-0000-000-0060-53410000	HP 00505033	06/03/2025	6113537555	AK & BW CELL PHONES		102.46
100032	VERIZON WIRELESS	110-261-0000-0000-000-0065-53410000	HP 00505033	06/03/2025	6113537555	GR CELL PHONE		51.23

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

10

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							<b>Vendor Total:</b>	<b>153.69</b>
101416	VESCO OIL CORPORATION	110-271-0000-0000-000-0061-54130000	HP 00505034	06/03/2025	575456100	FUEL SURCHARGE		779.10
							<b>Vendor Total:</b>	<b>779.10</b>
100364	VIGILANTE SECURITY INC	110-261-0000-0000-083-0065-53155000	HP 00505035	06/03/2025	762612	LIBRARY/MUSEUM		30.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-060-0065-53155000	HP 00505035	06/03/2025	762612	FORD		128.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-600-0065-53155000	HP 00505035	06/03/2025	762612	JARDON		63.25
100364	VIGILANTE SECURITY INC	110-261-0000-0000-150-0065-53155000	HP 00505035	06/03/2025	762612	WEBB		63.25
100364	VIGILANTE SECURITY INC	110-261-0000-0000-300-0065-53155000	HP 00505035	06/03/2025	762612	HIGH SCHOOL		145.50
100364	VIGILANTE SECURITY INC	250-297-0000-0000-000-0000-53190000	HP 00505035	06/03/2025	762612	CHARTWELLS		17.50
100364	VIGILANTE SECURITY INC	110-261-0000-0000-060-0065-53155000	HP 00505035	06/03/2025	762612	MAINTENANCE GARAGE		43.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-200-0065-53155000	HP 00505035	06/03/2025	762612	JR HIGH		111.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-000-0065-53155000	HP 00505035	06/03/2025	762612	TRANSPORTATION		43.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-130-0065-53155000	HP 00505035	06/03/2025	762612	HOOVER		111.50
100364	VIGILANTE SECURITY INC	110-261-0000-0000-550-0065-53155000	HP 00505035	06/03/2025	762612	LONGFELLOW		118.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-560-0065-53155000	HP 00505035	06/03/2025	762612	ROOSEVELT		35.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-170-0065-53155000	HP 00505035	06/03/2025	762612	UNITED OAKS		69.00
100364	VIGILANTE SECURITY INC	110-261-0000-0000-190-0065-53155000	HP 00505035	06/03/2025	762612	WEBSTER		154.50
							<b>Vendor Total:</b>	<b>1,081.50</b>
101200	VS ATHLETICS	110-293-0000-0000-300-0350-55990000	HP 00505036	06/03/2025	P2982514A	Miscellaneous Supplies & Matl		3,888.00
							<b>Vendor Total:</b>	<b>3,888.00</b>
101350	LUCAS, ALLISON	110-271-0099-0000-000-0660-53210000	HP 00505037	06/03/2025	051625	TRANS REIMBURSMNT		40.00
101350	LUCAS, ALLISON	110-271-0099-0000-000-0660-53210000	HP 00505037	06/03/2025	053025	TRANS REIMBURSMNT		180.00
							<b>Vendor Total:</b>	<b>220.00</b>
100065	CITY OF FERNDALE	110-261-0000-0000-000-0060-56510000	HP 00505038	06/05/2025	060525	PURCHASE VAN FOR MAINT DEPT		500.00
							<b>Vendor Total:</b>	<b>500.00</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505039	06/11/2025	061025A	LARA PRINTS		65.50
							<b>Vendor Total:</b>	<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505040	06/11/2025	061025B	LARA PRINTS		65.50
							<b>Vendor Total:</b>	<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505041	06/11/2025	061025C	LARA PRINTS		65.50
							<b>Vendor Total:</b>	<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505042	06/11/2025	061025D	LARA PRINTS		65.50
							<b>Vendor Total:</b>	<b>65.50</b>

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

11

Current Time: 17:34:05

Selection:  
OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505043	06/11/2025	061025E	LARA PRINTS		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101078	HAZEL PARK ANIMAL	290-296-9161-0000-000-0170-57920000	HP 00505044	06/13/2025	060625	DONATION - UNITED OAKS		300.00
<b>Vendor Total:</b>								<b>300.00</b>
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00505045	06/13/2025	060925	PETTY CASH - JARDON		35.27
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00505045	06/13/2025	060925	PETTY CASH - JARDON		254.46
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00505045	06/13/2025	060925A	PETTY CASH - JARDON		36.28
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00505045	06/13/2025	060925A	PETTY CASH - JARDON		165.89
100543	PETTY CASH	220-122-0120-0000-600-0600-55110000	HP 00505045	06/13/2025	060925B	PETTY CASH - JARDON		30.35
100543	PETTY CASH	220-122-0193-0000-600-0601-55110000	HP 00505045	06/13/2025	060925B	PETTY CASH - JARDON		143.95
<b>Vendor Total:</b>								<b>666.20</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505046	06/13/2025	061025F	FINGERPRINTING		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505047	06/13/2025	061025G	FINGERPRINTING		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505048	06/13/2025	061025H	FINGERPRINTING		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505049	06/13/2025	061025I	FINGERPRINTING		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505050	06/13/2025	061025J	LARA PRINTS		65.50
<b>Vendor Total:</b>								<b>65.50</b>
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00505051	06/16/2025	569952	PHYSICAL EXAM		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00505051	06/16/2025	570971	PHYSICAL EXAMS		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00505051	06/16/2025	571035	PHYSICAL EXAMS		50.00
<b>Vendor Total:</b>								<b>150.00</b>
100893	BeastNOW LLC	110-293-0000-0000-300-0350-55990000	HP 00505052	06/16/2025	060225	Compression tops	P2500333	1,413.00
100893	BeastNOW LLC	110-293-0000-0000-300-0350-55990000	HP 00505052	06/16/2025	060225	compressions Shorts	P2500333	1,413.00
<b>Vendor Total:</b>								<b>2,826.00</b>
100266	BIANCHI PHOTO & BANNER	290-296-9465-0000-000-0450-57920000	HP 00505053	06/16/2025	JB0502202501	BANNERS-BOYS		495.00
<b>Vendor Total:</b>								<b>495.00</b>
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00505054	06/16/2025	7880	KEYS/CORES		1,254.00
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00505054	06/16/2025	7887	KEYS/CORES		321.95
100346	BIG D LOCK & KEY	110-261-0000-0000-000-0065-55990000	HP 00505054	06/16/2025	7894	KEYS		172.50

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

12

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
 Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							<b>Vendor Total:</b>	<b>1,748.45</b>
100347	BILLINGS LAWN EQUIPMENT	110-261-0000-0000-000-0065-55990000	HP 00505055	06/16/2025	484615	CARBURETOR		276.70
							<b>Vendor Total:</b>	<b>276.70</b>
100512	CHAPTER 13 TRUSTEE - T.	110-000-0000-0000-000-0000-24516000	HP 00505056	06/16/2025	2850/2501120	PAYROLL		695.00
							<b>Vendor Total:</b>	<b>695.00</b>
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		202.24
100322	CITY HAZEL PARK WATER	110-261-0000-0000-060-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		183.89
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		445.10
100322	CITY HAZEL PARK WATER	110-261-0000-0000-130-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		261.54
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		48.33
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		165.54
100322	CITY HAZEL PARK WATER	110-261-0000-0000-300-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		48.33
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		289.78
100322	CITY HAZEL PARK WATER	110-261-0000-0000-200-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		734.57
100322	CITY HAZEL PARK WATER	110-261-0000-0000-066-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		62.45
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		48.33
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		159.83
100322	CITY HAZEL PARK WATER	110-261-0000-0000-550-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		63.86
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		289.78
100322	CITY HAZEL PARK WATER	110-261-0000-0000-560-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		272.84
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		48.33
100322	CITY HAZEL PARK WATER	110-261-0000-0000-170-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		467.70
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		519.95
100322	CITY HAZEL PARK WATER	110-261-0000-0000-190-0065-53830000	HP 00505057	06/16/2025	61825	CITY OF HP WATER BILL APRIL		49.74
							<b>Vendor Total:</b>	<b>4,250.63</b>
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-650-0065-53830000	HP 00505058	06/16/2025	193570525	ACCT#2091935-001 2/3-5/1/25		141.08
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-650-0065-53830000	HP 00505058	06/16/2025	194070525	ACCT#2091940-001 2/3-5/1/25		704.34
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-600-0065-53830000	HP 00505058	06/16/2025	200070525	ACCT#2092000-001 2/3-5/1/25		4,041.39
100080	CITY OF FERNDALE-WATER	110-261-0000-0000-600-0065-53830000	HP 00505058	06/16/2025	200170525	ACCT#2092001-001 2/3-5/1/25		155.16
							<b>Vendor Total:</b>	<b>5,041.97</b>
100888	CONSTELLATION	110-261-0000-0000-083-0065-55520000	HP 00505059	06/16/2025	4303270	45 E PEARL		95.70
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00505059	06/16/2025	4303270	1620 E ELZA		1,048.56
100888	CONSTELLATION	110-261-0000-0000-600-0065-55520000	HP 00505059	06/16/2025	4303270	2100 WDWRD HTS - JARDON		215.32
100888	CONSTELLATION	110-261-0000-0000-150-0065-55520000	HP 00505059	06/16/2025	4303270	2100 WDWRD HTS - WEBB		1,681.91

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

13

Current Time: 17:34:05

Selection:  
 OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100888	CONSTELLATION	110-261-0000-0000-300-0065-55520000	HP 00505059	06/16/2025	4303270	23400 HUGHES		3,615.74
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00505059	06/16/2025	4303270	MAINT GARAGE		301.86
100888	CONSTELLATION	110-261-0000-0000-200-0065-55520000	HP 00505059	06/16/2025	4303270	22770 HIGHLAND		2,437.35
100888	CONSTELLATION	110-261-0000-0000-130-0065-55520000	HP 00505059	06/16/2025	4303270	23720 HOOVER		797.31
100888	CONSTELLATION	110-261-0000-0000-550-0065-55520000	HP 00505059	06/16/2025	4303270	570 E MAPLEDALE		756.52
100888	CONSTELLATION	110-261-0000-0000-560-0065-55520000	HP 00505059	06/16/2025	4303270	24131 STEPHENSON		1,075.20
100888	CONSTELLATION	110-261-0000-0000-170-0065-55520000	HP 00505059	06/16/2025	4303270	1001 E. HARRY		984.11
100888	CONSTELLATION	110-261-0000-0000-190-0065-55520000	HP 00505059	06/16/2025	4303270	431 W JARVIS		1,334.79
100888	CONSTELLATION	110-261-0000-0000-650-0065-55520000	HP 00505059	06/16/2025	4303270	1650 MAPLEDALE (1700 SHEVLIN)		852.69
100888	CONSTELLATION	110-261-0000-0000-083-0065-55520000	HP 00505059	06/16/2025	4326369	45 E PEARL		60.47
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00505059	06/16/2025	4326369	1620 E ELZA (ADVANTAGE)		381.49
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00505059	06/16/2025	4326369	1620 E ELZA		25.07
100888	CONSTELLATION	110-261-0000-0000-600-0065-55520000	HP 00505059	06/16/2025	4326369	2100 WDWRD HTS - JARDON		61.35
100888	CONSTELLATION	110-261-0000-0000-150-0065-55520000	HP 00505059	06/16/2025	4326369	2100 WDWRD HTS - WEBB		510.99
100888	CONSTELLATION	110-261-0000-0000-300-0065-55520000	HP 00505059	06/16/2025	4326369	23400 HUGHES		1,671.87
100888	CONSTELLATION	110-261-0000-0000-600-0065-55520000	HP 00505059	06/16/2025	4326369	MAINT GARAGE		131.78
100888	CONSTELLATION	110-261-0000-0000-200-0065-55520000	HP 00505059	06/16/2025	4326369	22770 HIGHLAND		1,500.07
100888	CONSTELLATION	110-261-0000-0000-130-0065-55520000	HP 00505059	06/16/2025	4326369	23720 HOOVER		399.70
100888	CONSTELLATION	110-261-0000-0000-550-0065-55520000	HP 00505059	06/16/2025	4326369	570 E MAPLEDALE		25.65
100888	CONSTELLATION	110-261-0000-0000-560-0065-55520000	HP 00505059	06/16/2025	4326369	24131 STEPHENSON		591.18
100888	CONSTELLATION	110-261-0000-0000-170-0065-55520000	HP 00505059	06/16/2025	4326369	1001 E. HARRY		406.09
100888	CONSTELLATION	110-261-0000-0000-190-0065-55520000	HP 00505059	06/16/2025	4326369	431 W JARVIS		782.55
100888	CONSTELLATION	110-261-0000-0000-650-0065-55520000	HP 00505059	06/16/2025	4326369	1650 MAPLEDALE (1700 SHEVLIN)		524.77
100888	CONSTELLATION	110-261-0000-0000-060-0065-55520000	HP 00505059	06/16/2025	4326369	Electricity		0.00
							<b>Vendor Total:</b>	<b>21,770.09</b>
100889	DIVINE CHILD HIGH SCHOOL	110-293-0000-0000-300-0350-57410000	HP 00505060	06/16/2025	060225	TRACK MEET 9TH-10TH GRADERS		150.00
							<b>Vendor Total:</b>	<b>150.00</b>
100313	DTE ENERGY	110-261-0000-0000-560-0065-55520000	HP 00505061	06/16/2025	09787125	ACT#910013450978		1,953.76
100313	DTE ENERGY	110-261-0000-0000-083-0065-55520000	HP 00505061	06/16/2025	1691070125	ACT#910039981691		44.05
100313	DTE ENERGY	110-261-0000-0000-150-0065-55520000	HP 00505061	06/16/2025	21127125	ACT#920050742112		9,419.73
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00505061	06/16/2025	320771025	ACCT#910040563207		1,228.03
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00505061	06/16/2025	32077125	ACT#910040563207		1,228.03
100313	DTE ENERGY	110-261-0000-0000-550-0065-55520000	HP 00505061	06/16/2025	396457125	ACT#920006433964		1,084.40
100313	DTE ENERGY	110-261-0000-0000-170-0065-55520000	HP 00505061	06/16/2025	4974070125	ACT#910005744974		5,416.13

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

14

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00505061	06/16/2025	50887125	ACT#910005745088		2,081.56
100313	DTE ENERGY	110-261-0000-0000-060-0065-55520000	HP 00505061	06/16/2025	5351070125	ACT#910005745351		17.65
100313	DTE ENERGY	110-261-0000-0000-130-0065-55520000	HP 00505061	06/16/2025	546870125	ACT#910005745468		4,055.49
100313	DTE ENERGY	110-261-0000-0000-190-0065-55520000	HP 00505061	06/16/2025	56097125	ACT#910005745609		2,905.83
100313	DTE ENERGY	110-261-0000-0000-650-0065-55520000	HP 00505061	06/16/2025	64427125	ACT#910039996442		3,145.11
100313	DTE ENERGY	110-261-0000-0000-300-0065-55520000	HP 00505061	06/16/2025	66637125	ACT#910031816663		130.54
<b>Vendor Total:</b>								<b>32,710.31</b>
100446	FAR THERAPEUTIC &	220-219-0071-0000-600-0601-53130000	HP 00505062	06/16/2025	38873	CREDIT MEMO		-225.00
100446	FAR THERAPEUTIC &	220-219-0072-0000-600-0601-53130000	HP 00505062	06/16/2025	38881	ASD		225.00
100446	FAR THERAPEUTIC &	220-219-0072-0000-600-0602-53130000	HP 00505062	06/16/2025	38881	SXI		225.00
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0600-53130000	HP 00505062	06/16/2025	38883	MOCI		281.25
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0601-53130000	HP 00505062	06/16/2025	38883	ASD		281.25
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0602-53130000	HP 00505062	06/16/2025	38883	SXI		281.25
<b>Vendor Total:</b>								<b>1,068.75</b>
100640	FIBER LINK INC	110-284-0000-0000-000-0284-53190000	HP 00505063	06/16/2025	20373	MISS DIG		9.75
<b>Vendor Total:</b>								<b>9.75</b>
101508	GBRAND LLC	290-296-9460-0000-000-0450-57920000	HP 00505064	06/16/2025	381370	Gamechanger Visor with bill ti	P2500315	158 440.00
<b>Vendor Total:</b>								<b>440.00</b>
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00505065	06/16/2025	919475Q	MAINT. SUPPLIES		17.96
<b>Vendor Total:</b>								<b>17.96</b>
100569	INTEGRITY BUSINESS	110-112-0000-0000-200-0000-55990000	HP 00505066	06/16/2025	26587360	COPY PAPER - JR. HIGH		1,439.60
<b>Vendor Total:</b>								<b>1,439.60</b>
100323	JOSTENS INC	290-296-9300-0000-000-0300-57920000	HP 00505067	06/16/2025	1421736	YEARBOOK		416.79
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505067	06/16/2025	37240253	DIPLOMA HPHS		216.67
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505067	06/16/2025	37245010	DIPLOMA HPHS		50.21
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505067	06/16/2025	37247312	DIPLOMA HPHS		17.85
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505067	06/16/2025	37255383	DIPLOMA HPHS		288.05
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505067	06/16/2025	37259409	DIPLOMA HPHS		17.85
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505067	06/16/2025	37265473	DIPLOMA HPHS		37.85
<b>Vendor Total:</b>								<b>1,045.27</b>
100868	KS VENTURES INC	110-261-0000-0000-000-0065-54120000	HP 00505068	06/16/2025	35409	Equipment Repair/Maintenance		197.50
100868	KS VENTURES INC	110-261-0000-0000-150-0065-54120000	HP 00505068	06/16/2025	35483	MAINTENANCE		340.00
<b>Vendor Total:</b>								<b>537.50</b>
101530	LLOYD & MCDANIEL PLC	110-000-0000-0000-000-0000-24516000	HP 00505069	06/16/2025	2840/2501120	PAYROLL		227.59

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

15

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
							<b>Vendor Total:</b>	<b>227.59</b>
100575	MACOMB AREA CONFERNCE	E10-293-0000-0000-300-0350-57410000	HP 00505070	06/16/2025	052925	SCHOOL IMP. SOLUTION 2025/26		1,000.00
							<b>Vendor Total:</b>	<b>1,000.00</b>
101315	MACOMB SALES & SERVICE	E250-297-0000-0000-000-0000-55610000	HP 00505071	06/16/2025	62826	ICE MACHINE MAINT		1,557.50
101315	MACOMB SALES & SERVICE	E250-297-0000-0000-000-0000-55610000	HP 00505071	06/16/2025	62857	REPAIRS		471.00
101315	MACOMB SALES & SERVICE	E250-297-0000-0000-000-0000-55990000	HP 00505071	06/16/2025	62912	COOLER REPAIR		561.24
							<b>Vendor Total:</b>	<b>2,589.74</b>
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00505072	06/16/2025	25468062600	MAINT. SUPPLIES		24.34
100089	MCNAUGHTON-MCKAY	110-261-0000-0000-000-0065-55990000	HP 00505072	06/16/2025	2548062601	MAINT. SUPPLIES		24.62
							<b>Vendor Total:</b>	<b>48.96</b>
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505073	06/16/2025	2825/2501120	PAYROLL		17.69
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505073	06/16/2025	2825/2501120	PAYROLL		29.46
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505073	06/16/2025	2825/2501120	PAYROLL		20.91
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505073	06/16/2025	2825/2501120	PAYROLL		28.93
100843	MEA - MEMBERSHIP	110-000-0000-0000-000-0000-24517000	HP 00505073	06/16/2025	2825/2501120	PAYROLL		29.25
							<b>Vendor Total:</b>	<b>126.24</b>
100043	MECHANICAL SYSTEMS	110-261-0000-0000-000-0065-54120000	HP 00505074	06/16/2025	250836	MAINTENANCE		582.63
							<b>Vendor Total:</b>	<b>582.63</b>
101412	MICHIGAN ATHLETIC	110-293-0000-0000-300-0350-53191000	HP 00505075	06/16/2025	053025	ATHLETIC TRAINER		1,750.00
							<b>Vendor Total:</b>	<b>1,750.00</b>
100589	MILLENNIUM BUSINESS	110-261-0000-0000-000-0060-54120000	HP 00505076	06/16/2025	INV266341	CONTRACT BASE 4/9/25-4/8/26		503.12
							<b>Vendor Total:</b>	<b>503.12</b>
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00505077	06/16/2025	2800/2501120	PAYROLL		88.05
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00505077	06/16/2025	2800/2501120	PAYROLL		105.06
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00505077	06/16/2025	2800/2501120	PAYROLL		144.60
100387	MISDU	110-000-0000-0000-000-0000-24516000	HP 00505077	06/16/2025	2800/2501120	PAYROLL		52.64
							<b>Vendor Total:</b>	<b>390.35</b>
101052	NORTHSTAR MAT SERVICE	110-252-0000-0000-000-0060-54910000	HP 00505078	06/16/2025	0705538	ADMIN		62.84
101052	NORTHSTAR MAT SERVICE	220-122-0120-0000-600-0600-54910000	HP 00505078	06/16/2025	0705538	JARDON		123.15
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-150-0150-54910000	HP 00505078	06/16/2025	0705538	WEBB		54.06
101052	NORTHSTAR MAT SERVICE	110-113-0000-0000-300-0300-54910000	HP 00505078	06/16/2025	0705538	HPHS		230.63
101052	NORTHSTAR MAT SERVICE	110-112-0000-0000-200-0200-54910000	HP 00505078	06/16/2025	0705538	HPJH		135.22
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-130-0130-54910000	HP 00505078	06/16/2025	0705538	HOOVER		70.51
101052	NORTHSTAR MAT SERVICE	110-111-0000-0000-170-0170-54910000	HP 00505078	06/16/2025	0705538	UO		84.77

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

16

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
101052	NORTHSTAR MAT SERVICE	230-351-0000-0000-190-0230-54910000	HP 00505078	06/16/2025	0705538	WEBSTER		104.51
101052	NORTHSTAR MAT SERVICE	110-113-0000-0000-400-0400-54910000	HP 00505078	06/16/2025	0705538	ADVANTAGE		58.45
							<b>Vendor Total:</b>	<b>924.14</b>
100461	NOVA ENVIRONMENTAL INC	10-456-0000-4470-000-4470-56220000	HP 00505079	06/16/2025	17557	INSPECTION		243.00
							<b>Vendor Total:</b>	<b>243.00</b>
100001	OAKLAND UNIVERSITY	110-221-0000-2480-000-2480-53190000	HP 00505080	06/16/2025	99792530	LOTT BRYON		9,150.00
100001	OAKLAND UNIVERSITY	110-221-0000-2480-000-2480-53190000	HP 00505080	06/16/2025	99792530	RIVERS, KEISHA		3,660.00
100001	OAKLAND UNIVERSITY	110-221-0000-2480-000-2480-53190000	HP 00505080	06/16/2025	99792530	THEISEN, MATTHEW		5,490.00
							<b>Vendor Total:</b>	<b>18,300.00</b>
100202	ORKIN LLC	110-261-0000-0000-081-0065-54915000	HP 00505081	06/16/2025	274940571	MAY 2025 PEST CONTROL		174.00
							<b>Vendor Total:</b>	<b>174.00</b>
100337	PETERSON GLASS CO	110-261-0000-0000-600-0065-54120000	HP 00505082	06/16/2025	25327	REPAIRS		713.00
100337	PETERSON GLASS CO	110-261-0000-0000-000-0065-54110000	HP 00505082	06/16/2025	25333	REPAIRS		296.85
							<b>Vendor Total:</b>	<b>1,009.85</b>
101187	PLAQUES AND SUCH	290-296-9460-0000-000-0450-57920000	HP 00505083	06/16/2025	Q156285	PATCHES		567.65
							<b>Vendor Total:</b>	<b>567.65</b>
101298	POLAR PARADICE INC	250-297-0000-0000-000-0000-55990000	HP 00505084	06/16/2025	728	SUPPLIES		1,575.00
							<b>Vendor Total:</b>	<b>1,575.00</b>
100675	PROCARE SOFTWARE LLC	230-351-0000-0000-190-0230-57410000	HP 00505085	06/16/2025	INV1006565	SOFTWARE		366.50
							<b>Vendor Total:</b>	<b>366.50</b>
100338	QUICK MADE SIGNS &	290-296-9200-0000-000-0200-57920000	HP 00505086	06/16/2025	052424	2023/2024 YEAR END PLAQUES		495.00
100338	QUICK MADE SIGNS &	290-296-9450-0000-000-0450-57920000	HP 00505086	06/16/2025	3182	TROPHIES		189.00
							<b>Vendor Total:</b>	<b>684.00</b>
100064	REPUBLIC SERVICES INC	110-261-0000-0000-081-0065-53840000	HP 00505087	06/16/2025	0237002160898	Waste & Trash Disposal		275.32
100064	REPUBLIC SERVICES INC	110-261-0000-0000-060-0065-53840000	HP 00505087	06/16/2025	0241004168899	1620 E ELZA		322.84
100064	REPUBLIC SERVICES INC	110-261-0000-0000-130-0065-53840000	HP 00505087	06/16/2025	0241004168899	23720 HOOVER		322.84
100064	REPUBLIC SERVICES INC	110-261-0000-0000-300-0065-53840000	HP 00505087	06/16/2025	0241004168899	23400 HUGHES		352.84
100064	REPUBLIC SERVICES INC	110-261-0000-0000-200-0065-53840000	HP 00505087	06/16/2025	0241004168899	22770 HIGHLAND		322.84
100064	REPUBLIC SERVICES INC	110-261-0000-0000-150-0065-53840000	HP 00505087	06/16/2025	0241004168899	2100 WDWRD HTS - WEBB		245.87
100064	REPUBLIC SERVICES INC	110-261-0000-0000-150-0065-53840000	HP 00505087	06/16/2025	0241004168899	2100 WDWRD HTS - WEBB		631.07
100064	REPUBLIC SERVICES INC	110-261-0000-0000-550-0065-53840000	HP 00505087	06/16/2025	0241004168899	570 E MAPLEDALE		173.03
100064	REPUBLIC SERVICES INC	110-261-0000-0000-170-0065-53840000	HP 00505087	06/16/2025	0241004168899	1001 E. HARRY		322.84
100064	REPUBLIC SERVICES INC	110-261-0000-0000-190-0065-53840000	HP 00505087	06/16/2025	0241004168899	431 W JARVIS		240.09
100064	REPUBLIC SERVICES INC	110-261-0000-0000-600-0065-53840000	HP 00505087	06/16/2025	0241004168899	MAINT GARAGE		472.64

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

17

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100064	REPUBLIC SERVICES INC	110-261-0000-0000-650-0065-53840000	HP 00505087	06/16/2025	0241004168899	1700 SHEVLIN		249.09
100064	REPUBLIC SERVICES INC	110-261-0000-0000-560-0065-53840000	HP 00505087	06/16/2025	0241004168899	24131 STEPHENSON		322.84
<b>Vendor Total:</b>								<b>4,254.15</b>
101154	ROOSEN VARCHETTI &	110-000-0000-0000-000-0000-24516000	HP 00505088	06/16/2025	2842/2501120	PAYROLL		261.23
<b>Vendor Total:</b>								<b>261.23</b>
100740	SPECTRUM WIRELESS USA	110-284-0000-0000-000-0284-53410000	HP 00505089	06/16/2025	0000007096	MONTHLY RADIO RENTAL		302.50
<b>Vendor Total:</b>								<b>302.50</b>
101535	STATE DISBURSEMENT UNIT	10-000-0000-0000-000-0000-24516000	HP 00505090	06/16/2025	2800/2501120	PAYROLL		281.15
<b>Vendor Total:</b>								<b>281.15</b>
100341	SULLIVANS FLEET SERV INC	10-271-0000-0000-000-0061-54130000	HP 00505091	06/16/2025	25542	TRANSPORTATION - FUEL		731.74
100341	SULLIVANS FLEET SERV INC	10-271-0000-0000-000-0061-54130000	HP 00505091	06/16/2025	25556	TRANSPORTATION - FUEL		753.51
<b>Vendor Total:</b>								<b>1,485.25</b>
101452	TEAMSTERS LOCAL 214	110-000-0000-0000-000-0000-24517000	HP 00505092	06/16/2025	2825/2501120	PAYROLL		200.00
<b>Vendor Total:</b>								<b>200.00</b>
100046	THE DAVEY TREE EXPERT	110-261-0000-0000-000-0065-54910000	HP 00505093	06/16/2025	919556484	PERF-IRRIGATION		970.00
<b>Vendor Total:</b>								<b>970.00</b>
101284	THE FRIENDSHIP CIRCLE	110-113-0000-9034-300-9034-55990000	HP 00505094	06/16/2025	010825	THERAPY - SERVICE		171.00
<b>Vendor Total:</b>								<b>171.00</b>
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505095	06/16/2025	40980	TRANSLATOR SERVICE		553.20
100556	UNIVERSITY TRANSLATORS	220-219-0076-0000-600-0600-53110000	HP 00505095	06/16/2025	41556	TRANSLATOR SERVICE		413.00
<b>Vendor Total:</b>								<b>966.20</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505096	06/17/2025	61025	LARA PRINTS		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505097	06/17/2025	61025K	LARA PRINTS		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505098	06/17/2025	61025L	LARA PRINTS		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505099	06/17/2025	61025M	LARA PRINTS		65.50
<b>Vendor Total:</b>								<b>65.50</b>
101268	IDEMIA	110-283-0000-0000-000-0060-53190000	HP 00505100	06/17/2025	61025N	LARA PRINTS		65.50
<b>Vendor Total:</b>								<b>65.50</b>
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-55990000	HP 00505101	06/26/2025	163336	BAND SUPPLIES		94.50
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-55990000	HP 00505101	06/26/2025	164475	BAND SUPPLIES		8.50

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

18

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-55990000	HP 00505101	06/26/2025	164591	BAND SUPPLIES		33.80
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-55990000	HP 00505101	06/26/2025	164727	BAND SUPPLIES		45.00
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-55990000	HP 00505101	06/26/2025	164734	BAND SUPPLIES		36.35
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-55990000	HP 00505101	06/26/2025	164841	BAND SUPPLIES		61.35
100090	A G CENTRAL MUSIC	110-113-0000-0000-300-0301-54910000	HP 00505101	06/26/2025	79177	INSTRUMENT REPAIR		8.00
							<b>Vendor Total:</b>	<b>287.50</b>
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00505102	06/26/2025	566430	TB TEST & PHYSICAL EXAM		156.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00505102	06/26/2025	566525	PHYSICAL EXAM		50.00
100544	ASCENSION MICHIGAN	110-283-0000-0000-000-0060-53190000	HP 00505102	06/26/2025	571065	TB TEST		28.00
							<b>Vendor Total:</b>	<b>234.00</b>
100309	CONSUMERS ENERGY	110-261-0000-0000-550-0065-55510000	HP 00505103	06/26/2025	02577725	ACT#100068070257		135.81
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00505103	06/26/2025	276971125	ACT#100011932769		197.54
100309	CONSUMERS ENERGY	110-261-0000-0000-081-0065-55510000	HP 00505103	06/26/2025	284371125	ACT#100011932843		26.01
100309	CONSUMERS ENERGY	110-261-0000-0000-650-0065-55510000	HP 00505103	06/26/2025	46697725	ACT#103035624669		324.98
100309	CONSUMERS ENERGY	110-261-0000-0000-190-0065-55510000	HP 00505103	06/26/2025	87957725	ACT#100000008795		172.73
100309	CONSUMERS ENERGY	110-261-0000-0000-550-0065-55510000	HP 00505103	06/26/2025	88117725	ACT#100000008811		24.04
100309	CONSUMERS ENERGY	110-261-0000-0000-200-0065-55510000	HP 00505103	06/26/2025	88377725	ACT#100000008837		16240.35
100309	CONSUMERS ENERGY	110-261-0000-0000-170-0065-55510000	HP 00505103	06/26/2025	88457725	ACT#100000008845		195.96
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00505103	06/26/2025	88607725	ACT#100000008860		43.81
100309	CONSUMERS ENERGY	110-261-0000-0000-060-0065-55510000	HP 00505103	06/26/2025	88787725	ACT#100000008878		136.22
100309	CONSUMERS ENERGY	110-261-0000-0000-083-0065-55510000	HP 00505103	06/26/2025	88867725	ACT#100000008886		66.33
100309	CONSUMERS ENERGY	110-261-0000-0000-560-0065-55510000	HP 00505103	06/26/2025	89697725	ACT#100000008969		774.66
							<b>Vendor Total:</b>	<b>2,338.44</b>
100313	DTE ENERGY	110-261-0000-0000-200-0065-55520000	HP 00505104	06/26/2025	69807925	ACT#910040946980		13,163.23
							<b>Vendor Total:</b>	<b>13,163.23</b>
100446	FAR THERAPEUTIC &	220-219-0072-0000-600-0601-53130000	HP 00505105	06/26/2025	38955	ASD ART THERAPY		56.25
100446	FAR THERAPEUTIC &	220-219-0072-0000-600-0602-53130000	HP 00505105	06/26/2025	38955	SXI ART THERAPY		56.25
100446	FAR THERAPEUTIC &	220-219-0072-0000-150-0603-53130000	HP 00505105	06/26/2025	38956	SXI ART THERAPY		112.50
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0600-53130000	HP 00505105	06/26/2025	38957	MOCI - GROUP MOVEMENT		56.25
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0601-53130000	HP 00505105	06/26/2025	38957	ASD GROUP MOVEMENT		56.25
100446	FAR THERAPEUTIC &	220-219-0075-0000-600-0602-53130000	HP 00505105	06/26/2025	38957	SXI GROUP MOVEMENT		56.25
100446	FAR THERAPEUTIC &	220-219-0075-0000-150-0603-53130000	HP 00505105	06/26/2025	38958	SXI GROUP MOVEMENT		56.25
100446	FAR THERAPEUTIC &	220-219-0073-0000-600-0601-53130000	HP 00505105	06/26/2025	38959	ASD RECREATIONAL THERAPY		56.25
100446	FAR THERAPEUTIC &	220-219-0073-0000-600-0602-53130000	HP 00505105	06/26/2025	38959	SXI RECREATIONAL THERAPY		56.25

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

19

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
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Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100446	FAR THERAPEUTIC &	220-219-0073-0000-150-0603-53130000	HP 00505105	06/26/2025	38960	SXI RECREATIONAL THERAPY		112.50
100446	FAR THERAPEUTIC &	220-219-0072-0000-150-0603-53130000	HP 00505105	06/26/2025	38961	ART SUPPLY		321.82
100446	FAR THERAPEUTIC &	220-219-0072-0000-600-0602-53130000	HP 00505105	06/26/2025	38962	ART SUPPLY		321.82
<b>Vendor Total:</b>								<b>1,318.64</b>
100455	GRAINGER	110-261-0000-0000-000-0065-55990000	HP 00505106	06/26/2025	9547150384	MAINT. SUPPLIES		37.54
<b>Vendor Total:</b>								<b>37.54</b>
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00505107	06/26/2025	916581Q	MAINT. SUPPLIES		22.45
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00505107	06/26/2025	920070Q	MAINT. SUPPLIES		17.52
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00505107	06/26/2025	920644Q	MAINT. SUPPLIES		22.98
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00505107	06/26/2025	920726Q	MAINT. SUPPLIES		4.99
100404	HASTINGS AUTO PARTS	110-261-0000-0000-000-0065-55990000	HP 00505107	06/26/2025	9250468Q	MAINT. SUPPLIES		230.94
<b>Vendor Total:</b>								<b>298.88</b>
101170	IMPRESSIVE TILE	110-261-0000-0000-000-0065-55990000	HP 00505108	06/26/2025	2305314211A	DOUBLE PAYMENT		-764.54
101170	IMPRESSIVE TILE	110-261-0000-0000-000-0065-55990000	HP 00505108	06/26/2025	2401092343	MAINT. SUPPLIES		2,132.04
<b>Vendor Total:</b>								<b>1,367.50</b>
100830	INTERACTIVE LIGHTING	110-261-0000-0000-000-0065-55990000	HP 00505109	06/26/2025	INV20215862	LIGHTS		444.14
100830	INTERACTIVE LIGHTING	110-261-0000-0000-000-0065-51990000	HP 00505109	06/26/2025	INV20215873	LIGHTS		479.70
<b>Vendor Total:</b>								<b>923.84</b>
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505110	06/26/2025	1064172414	GRADUATION SUPPLIES		324.95
100323	JOSTENS INC	110-113-0000-0000-300-0300-55990000	HP 00505110	06/26/2025	37289082	DIPLOMA HPHS		42.46
<b>Vendor Total:</b>								<b>367.41</b>
101350	LUCAS, ALLISON	110-271-0099-0000-000-0660-53210000	HP 00505111	06/26/2025	061625	TRANS REIMBURSEMENT		100.00
<b>Vendor Total:</b>								<b>100.00</b>
101527	MCNICKLE, COLLEEN	110-113-0000-0000-300-0300-55110000	HP 00505112	06/26/2025	00002	MUSIC FOR CHOIR		40.00
<b>Vendor Total:</b>								<b>40.00</b>
100276	MICHIGAN SPORTS	110-293-0000-0000-300-0350-57410000	HP 00505113	06/26/2025	1060	ASSINER FOR		948.00
<b>Vendor Total:</b>								<b>948.00</b>
100589	MILLENNIUM BUSINESS	110-113-0000-0000-560-0560-54220000	HP 00505114	06/26/2025	39461565	TONER		457.35
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

20

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.80
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	110-125-0000-0000-400-0400-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-241-0000-0000-170-0170-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		49.07
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		108.78
100589	MILLENNIUM BUSINESS	220-122-0140-0000-650-0650-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		1642.48
100589	MILLENNIUM BUSINESS	110-113-0000-0000-300-0300-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		178.92
100589	MILLENNIUM BUSINESS	110-111-0000-0000-130-0130-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		145.57
100589	MILLENNIUM BUSINESS	110-111-0000-0000-150-0150-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		138.93
100589	MILLENNIUM BUSINESS	110-221-0000-0000-000-0221-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		75.51
100589	MILLENNIUM BUSINESS	110-285-0000-0000-000-0060-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		33.10
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		5.19
100589	MILLENNIUM BUSINESS	110-111-0000-0000-170-0170-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		184.59
100589	MILLENNIUM BUSINESS	220-122-0120-0000-600-0600-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		106.07
100589	MILLENNIUM BUSINESS	110-118-0000-0000-190-0190-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		63.30
100589	MILLENNIUM BUSINESS	110-112-0000-0000-200-0200-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		203.68
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		0.72
100589	MILLENNIUM BUSINESS	110-252-0000-0000-000-0060-54129000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		243.18
100589	MILLENNIUM BUSINESS	250-297-0000-0000-000-0000-54220000	HP 00505114	06/26/2025	39461564	MILLENNIUM INVOICE		78.86
							<b>Vendor Total:</b>	<b>4,261.21</b>
100337	PETERSON GLASS CO	110-261-0000-0000-150-0065-55990000	HP 00505115	06/26/2025	25320	INSTALL		1,095.89
							<b>Vendor Total:</b>	<b>1,095.89</b>
100257	QUALIFIED ABATEMENT	110-456-0000-4470-000-4470-56220000	HP 00505116	06/26/2025	25060001	ASBESTOS SERVICES		2,400.00

User: MUBARAKC - Crystal Mubarak

Page

Current Date: 07/17/2025

Report: OSAP5001B - OSAP5001B: Detailed Check Register w F

21

Current Time: 17:34:05

Selection:

OH\_DTL.[oh\_ck\_dt] <= '06/30/2025' AND OH\_DTL.[oh\_ck\_dt] >= '06/01/2025'

**Hazel Park Schools**  
**Detailed Check Register w FQA**  
Check Date From 6/1/2025 TO 6/30/2025

PE ID	Vendor Name	FQA	Check#	Check Date	Invoice #	Description	PO#	Amount
<b>Vendor Total:</b>								<b>2,400.00</b>
101542	RULING OUR EXPERIENCES	110-112-0000-0000-200-0000-53110000	HP 00505117	06/26/2025	21733	VIOLIDA BARNETT CERT		1,600.00
101542	RULING OUR EXPERIENCES	110-113-0000-0000-400-0000-53110000	HP 00505117	06/26/2025	21823	TAYLOR BRYANT012925		100.00
101542	RULING OUR EXPERIENCES	110-112-0000-0000-200-0000-53110000	HP 00505117	06/26/2025	21921	VIOLIDA BARNETT021025		100.00
<b>Vendor Total:</b>								<b>1,800.00</b>
101372	SCHOOLCRAFT COLLEGE	110-221-0000-2480-000-2480-53190000	HP 00505118	06/26/2025	0000004951	KONDEK, PAIGE		1,957.00
<b>Vendor Total:</b>								<b>1,957.00</b>
100740	SPECTRUM WIRELESS USA	110-284-0000-0000-000-0284-56420000	HP 00505119	06/26/2025	0000007109	MONTHLY RENTAL		8,225.00
<b>Vendor Total:</b>								<b>8,225.00</b>
101391	STAGES PUBLISHING	110-122-0193-0000-150-0660-55110000	HP 00505120	06/26/2025	940952	bouncey bands for elementary c	P2500378	350.88
101391	STAGES PUBLISHING	110-122-0193-0000-150-0660-55110000	HP 00505120	06/26/2025	940952	lang O learn 13 box set	P2500378	849.95
101391	STAGES PUBLISHING	110-122-0193-0000-150-0660-55110000	HP 00505120	06/26/2025	940952	letter formation sand tray	P2500378	124.95
101391	STAGES PUBLISHING	110-122-0193-0000-150-0660-55110000	HP 00505120	06/26/2025	940952	language builder stringing bea	P2500378	999.95
101391	STAGES PUBLISHING	110-122-0193-0000-150-0660-55110000	HP 00505120	06/26/2025	940952	language builder 3D-2D vehicle	P2500378	499.95
101391	STAGES PUBLISHING	110-122-0193-0000-150-0660-55110000	HP 00505120	06/26/2025	940952	language builder 3D-2D matchin	P2500378	1,874.95
<b>Vendor Total:</b>								<b>4,700.63</b>
100556	UNIVERSITY TRANSLATORS	110-219-0076-0000-600-0660-53110000	HP 00505121	06/26/2025	41595	TRANSLATOR SERVICE		404.20
100556	UNIVERSITY TRANSLATORS	110-226-0082-0000-000-0660-53150000	HP 00505121	06/26/2025	41713	TRANSLATOR SERVICE		220.00
100556	UNIVERSITY TRANSLATORS	110-226-0082-0000-000-0660-53150000	HP 00505121	06/26/2025	41714	TRANSLATOR SERVICE		275.25
100556	UNIVERSITY TRANSLATORS	110-226-0082-0000-000-0660-53150000	HP 00505121	06/26/2025	41717	TRANSLATOR SERVICE		275.25
100556	UNIVERSITY TRANSLATORS	110-226-0082-0000-000-0660-53150000	HP 00505121	06/26/2025	41718	TRANSLATOR SERVICE		275.25
100556	UNIVERSITY TRANSLATORS	110-226-0082-0000-000-0660-53150000	HP 00505121	06/26/2025	41719	TRANSLATOR SERVICE		275.25
<b>Vendor Total:</b>								<b>1,725.20</b>
101544	WESTWOOD COMMUNITY	110-271-0000-6010-000-6010-53310000	HP 00505122	06/26/2025	2425061	TRANSPORATION		407.21
<b>Vendor Total:</b>								<b>407.21</b>

**Total # of Checks: 187**  
End of Report

**Grand Total: 1,173,865.79**



Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

**CORPORATE ACCOUNT SUMMARY**

Previous balance	\$53,945.67	Statement date	06/30/25
Payments	53,945.67	Number of days in billing cycle	30
Credits	2,037.96	Credit limit	500,000.00
Purchases and other debits	38,211.07	Available credit	463,126.00
Cash advances	0.00	Cash limit	0.00
Fees charged	0.00	Available cash	0.00
FINANCE CHARGES	0.00		
<b>New balance</b>	<b>\$36,173.11</b>	Payment due date	07/21/25
		Amount due	\$36,173.11

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 \$181 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 \$36,173.11 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**

<b>HAZEL PARK SCHOOLS</b>				<b>TOTAL ACTIVITY</b>
XXXX XXXX XXXX 5846				\$53,945.67 CR
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>
06/20	06/20	F1286005B00CHGDDA	AUTOMATIC PAYMENT - THANK YOU	\$53,945.67 CR

5548 YNH 001 7 31 250630 0 PAGE 1 of 8 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 21, 2025**  
**Total Amount Due \$36,173.11**  
 You are set up with Automatic Payment in the amount of \$36,173.11



HUNTINGTON NATIONAL BANK  
 PO BOX 2360  
 OMAHA NE 68103-2360

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



Make Check Payable to:

Amount Enclosed

\$

HUNTINGTON NATIONAL BANK  
 PO BOX 182387  
 COLUMBUS OH 43218-2387



166 810556329000043307303617311036173110

598990208 5563293004515846

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

**CARDHOLDER ACCOUNT ACTIVITY**

JAMIE BUCZKO						
XXXX XXXX XXXX 8074		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$3,896.19	\$0.00	\$0.00	\$0.00	\$3,896.19
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
06/03	06/02	82711164SEHM5M92Y	BOUNCINGALLAROUND MADISON HEIGH MI		100.00	
06/04	06/02	55421354SVAKESGH8	MICHIGAN ASSOCIATION O LANSING MI		550.00	
06/08	06/06	05436844YHEVKQBS0	GFS ECOMM #1907	800-9684164 MI	55.86	
06/08	06/06	82711164YEHM6N46W	BOUNCINGALLAROUND MADISON HEIGH MI		310.00	
06/10	06/09	5543286505WLQM5LW	AMERICAN RED CROSS	800-733-2767 DC	45.00	
06/12	06/11	5543286525X8J34RV	AMERICAN RED CROSS	800-733-2767 DC	45.00	
06/17	06/16	5548382580A61W10G	SAMSCLUB #6659 MADISON HEIGH MI		62.28	
06/22	06/20	55421355QVAKRWL1N	MICHIGAN ASSOCIATION O LANSING MI		1,481.68	
06/22	06/20	12302025B010ZH388	WP*NASS.US RENO NV		300.00	
06/22	06/20	82305095QEHMPS14M	FC* OFFICIALS NETWORK OAKLAND CA		37.37	
06/22	06/20	82711165QEHMADWES	MASSP & MASC/MAHS LANSING MI		450.00	
06/22	06/21	55310205Q6P32243D	ASCD ISTE ARLINGTON VA		119.00	
06/22	06/21	05227025QEHYZ2BVZ	MEMSPA MASON MI		340.00	

DEBRA DIMAS						
XXXX XXXX XXXX 8828		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$1,650.16	\$0.00	\$0.00	\$48.98 CR	\$1,601.18
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
06/03	06/02	82305094TEHNF0D98	AMAZON RETA* N664R6712 SEATTLE WA		48.98	
06/04	06/03	05436844S8PL70TB9	KROGER FUEL #9447 HAZEL PARK MI		33.54	
06/04	06/03	55483824V09RJ6F1Q	SAMSCLUB #6659 MADISON HEIGH MI		59.94	
06/05	06/04	55432864W5V5W39S6	TST*NEW YORK BAGEL - F FERNDAL MI		129.70	
06/08	06/05	82305094XEHNHZYW2	AMAZON RETA* N664R6712 SEATTLE W CREDIT		48.98 CR	
06/10	06/09	5543286505WL2DXPS	SQ *BOUNCE-N-SLIDE PAR TROY MI		1,378.00	

KARLA GRAESSLEY						
XXXX XXXX XXXX 2857		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$243.12	\$0.00	\$0.00	\$70.00 CR	\$173.12
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
06/02	05/31	05314614REHYE4G9Z	JIMMY JOHNS - 3010 - E FLINT MI		169.58	
06/02	05/31	82305094PEHNQABDD	LYFT *RIDE FRI 9AM SAN FRANCISCO CA		30.99	
06/02	05/31	02305374P2X96Y1GS	TST* CHIK-FIL-A - MINN SAINT PAUL MN		42.55	
06/18	06/17	554173459TBSFAQHA	DELTA 0064241604263 ATLANTA G CREDIT NAME:BARNETT,BROOKE TICKET#:0064241604263		35.00 CR	
06/18	06/17	554173459TBSFAQHJ	DELTA 0064241719828 ATLANTA G CREDIT NAME:BARNETT,BROOKE TICKET#:0064241719828		35.00 CR	

MICHELLE KRAUSE						
XXXX XXXX XXXX 7323		PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
CREDIT LIMIT \$5,000.00		\$59.99	\$0.00	\$0.00	\$0.00	\$59.99
Post Date	Tran Date	Reference Number	Transaction Description		Amount	
06/23	06/22	82305095EEHMS3A3	EVERYDAYSPEECHSLP WEST ROXBURY MA		59.99	

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

**CARDHOLDER ACCOUNT ACTIVITY (continued)**

<b>CORRI NASTASI</b>					
XXXX XXXX XXXX 6896	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
<b>CREDIT LIMIT</b> \$5,000.00	\$599.69	\$0.00	\$0.00	\$0.00	\$599.69

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	05/31	05436844RBLKEMK7F	WM SUPERCENTER #5844 LIVONIA MI	226.00
06/02	06/01	55432864T63DYL0QV	MEIJER # 231 SOUTHFIELD MI	48.31
06/04	06/03	55432864S5SLD5RH6	MEIJER # 222 MADISON HGTS MI	28.75
06/04	06/03	55432864V5SRV7ZSG	MEIJER # 227 WHITE LAKE MI	49.03
06/06	06/05	05436844W8PL5B77F	KROGER #447 HAZEL PARK MI	34.58
06/06	06/05	85369434WRGBLVN24	EDDIES PIZZA WARREN MI	64.00
06/11	06/10	55483825209ZXL3ME	WAL-MART #3487 SHELBY TOWNSH MI	6.94
06/15	06/13	05314615500E4YTWW	JIMMY JOHNS - 2519 - M FERNDALE MI	53.75
06/20	06/19	55432865A5ZRS7BVJ	AMAZON MKTPL*NO2LF23S1 AMZN.COM/BILL WA	78.02
06/30	06/29	55432865L630T74KB	AMAZON MKTPL*N33NI91N2 AMZN.COM/BILL WA	10.31

<b>SHEILA OKANE</b>					
XXXX XXXX XXXX 1086	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
<b>CREDIT LIMIT</b> \$5,000.00	\$11.00	\$0.00	\$0.00	\$0.00	\$11.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/15	06/14	823050956EHME4MNN	LIBIB.COM COVINA CA	11.00

<b>MEGAN PAPASIAN-BROADWELL</b>					
XXXX XXXX XXXX 5029	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
<b>CREDIT LIMIT</b> \$5,000.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/19	06/18	5543286595ZFQJ6P4	IN *ASSOCIATION OF ADM 517-6189593 MI	300.00

<b>GREG RICHARDSON</b>					
XXXX XXXX XXXX 2959	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
<b>CREDIT LIMIT</b> \$5,000.00	\$1,184.36	\$0.00	\$0.00	\$0.00	\$1,184.36

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/03	06/02	55310204S6BRKQGVT	TONYS ACE HDWE HAZEL PARK MI	47.49
06/03	06/02	55310204S6BRKQGW1	TONYS ACE HDWE HAZEL PARK MI	12.34
06/03	06/02	55310204S6BRKQHGP	TONYS ACE HDWE HAZEL PARK MI	17.04
06/04	06/03	55310204V6QQ3BAN3	TONYS ACE HDWE HAZEL PARK MI	26.59
06/05	06/04	55310204W6D062DYZ	TONYS ACE HDWE HAZEL PARK MI	6.26
06/08	06/06	05436844X8PLPYSZD	KROGER #447 HAZEL PARK MI	39.98
06/08	06/06	05436844X8PLPYV1T	KROGER #447 HAZEL PARK MI	80.73
06/08	06/06	55310204Y6E894PYW	TONYS ACE HDWE HAZEL PARK MI	12.34
06/08	06/06	55310204Y6E894RD9	TONYS ACE HDWE HAZEL PARK MI	97.89
06/08	06/06	55310204Y6E894REK	TONYS ACE HDWE HAZEL PARK MI	58.67
06/10	06/09	023053751EHZ9EB44	U-HAUL S OAKLAND MADISON HEIGH MI RENTER'S NAME:JASON RONALDANDERSON RENTAL AGREEMENT:77861767 RENT DATE:06/09/2025 # OF DAYS: DAY RATE : 0.00 RETURN DATE:06/10/2025 RETURN TO:MADISON HEIGHTS MI PHONE: 8007893638	180.20
06/10	06/09	023053751EHZ9EB6P	U-HAUL S OAKLAND MADISON HEIGH MI RENTER'S NAME:JASON RONALDANDERSON	66.95

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

**CARDHOLDER ACCOUNT ACTIVITY (continued)**

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

Post Date	Tran Date	Reference Number	Transaction Description	Amount
			RENTAL AGREEMENT:77861767 RENT DATE:06/09/2025 # OF DAYS: DAY RATE : 0.00 RETURN DATE:06/09/2025 RETURN TO:MADISON HEIGHTS MI PHONE: 8007893638	
06/11	06/10	5531020526GM1B34A	TONYS ACE HDWE HAZEL PARK MI	21.84
06/11	06/10	5531020526GM1B396	TONYS ACE HDWE HAZEL PARK MI	68.53
06/11	06/10	5531020526GM1B40Q	TONYS ACE HDWE HAZEL PARK MI	32.29
06/12	06/11	5531020536H82RT6V	TONYS ACE HDWE HAZEL PARK MI	18.59
06/17	06/16	5531020586L9H25J9	TONYS ACE HDWE HAZEL PARK MI	231.46
06/17	06/16	5531020586L9H25K1	TONYS ACE HDWE HAZEL PARK MI	4.49
06/19	06/18	55310205A6MHSR91X	TONYS ACE HDWE HAZEL PARK MI	25.99
06/22	06/20	55310205Q6NS89LGR	TONYS ACE HDWE HAZEL PARK MI	26.18
06/22	06/20	55310205Q6NS89L92	TONYS ACE HDWE HAZEL PARK MI	42.72
06/25	06/24	55310205G6T7A2EN2	TONYS ACE HDWE HAZEL PARK MI	6.93
06/26	06/25	55310205H6TSG7M0E	TONYS ACE HDWE HAZEL PARK MI	53.18
06/26	06/25	55310205H6TSG7M3V	TONYS ACE HDWE HAZEL PARK MI	5.68

**TAMMY MCHENRY**  
 XXXX XXXX XXXX 9812  
 CREDIT LIMIT \$10,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$767.67	\$0.00	\$0.00	\$0.00	\$767.67

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/05	06/04	87021304VEHMK TSMX	NOVI APSI* NOVI APSI 2 BIRMINGHAM MI	750.00
06/18	06/17	5531020596LXAL3RL	TONYS ACE HDWE HAZEL PARK MI	17.67

**ROCHELLE TASSIE**  
 XXXX XXXX XXXX 9695  
 CREDIT LIMIT \$5,000.00

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$534.26	\$0.00	\$0.00	\$0.00	\$534.26

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	06/01	82305094TEHML3DRJ	AMAZON MARK* N675K1NR1 SEATTLE WA	77.78
06/02	06/01	82305094TEHML366H	AMAZON MARK* N68FJ52Q2 SEATTLE WA	26.88
06/05	06/05	82305094WEHMP0GKJ	AMAZON RETA* N65SK4HL0 SEATTLE WA	49.76
06/29	06/27	82305095JEHNWYTKQ	AMAZON RETA* NQ84V9GA0 SEATTLE WA	163.96
06/30	06/29	82305095MEHM7M95E	AMAZON MARK* NQ5OZ2KO0 SEATTLE WA	215.88

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$12,801.65	\$0.00	\$0.00	\$44.98 CR	\$12,756.67

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/02	06/01	02682634TSFGBHK67	GOOGLE* CLOUD PVTPHP G.CO/HELPPAY# CA	3.65
06/03	06/02	55480774T37RM9ETK	VOXTELESYS LLC WAHOO NE	1,564.45
06/05	06/04	55432864V5V0VAGXY	AMAZON MKTPL*N60QM5VM0 AMZN.COM/BILL WA	380.49
06/05	06/04	55432864V5V25W0F8	TMOBILE*POSTPAID TEL 800-937-8997 WA	1,889.79
06/05	06/04	75418234V6NZJ0QQ6	B&H PHOTO 800-606-696 NEW YORK NY	1,427.06
06/05	06/04	15270214V00314QSW	MSFT* E0400W9ETV MSBILL.INFO WA	50.40
06/05	06/04	02703404V2RENJYHN	3CX USA CORP TAMPA FL	2,750.00

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

**CARDHOLDER ACCOUNT ACTIVITY (continued)**

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

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/05	06/04	87021304VEHMGD2XV	TELESTREAM LLC NEVADA CITY CA	845.88
06/05	06/04	87021304VEHMJ86QZ	CLIPTO INC SAN FRANCISCO CA	103.93
06/10	06/09	5541734507KLEB166	PRECISION ROLLER PHOENIX AZ	259.90
06/11	06/10	853839051EHN3YD5W	WHOLSALEKEYS.COM LONDON LN	16.00
06/12	06/11	823050953EHMGVEX8	AMAZON MARK* NA3VD6V52 SEATTLE WA	63.98
06/20	06/18	05436845A2X6DBEYR	MICRO CENTER #055-RETA MADISON HEIGH MI	849.83
06/20	06/18	52707155A09FT28EW	THE HOME DEPOT #2731 MADISON HEIG CREDIT	44.98 CR
06/25	06/24	82305095GEHMR7R70	WWW.SPLASHTOP.COM CUPERTINO CA	1,798.00
06/26	06/25	89101785GEHPV6MB3	ALOHI * FAXPLUS PLAN-LES-OUAT DU	199.79
06/30	06/29	57540245LMLXALZ85	COURSRA*21LHXS15G1QL8K 6509639884 CA	598.50

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$288.56	\$0.00	\$0.00	\$0.00	\$288.56

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/11	06/11	15270215200LVLF4Q	FACEBK *VWZUSQCLA2 MENLO PARK CA	125.00
06/24	06/23	15270215E013S2867	FACEBK *FYWHNRCLA2 MENLO PARK CA	125.00
06/29	06/27	15270215J010SG4VN	FACEBK *L3D4BRGLA2 MENLO PARK CA	10.75
06/29	06/27	15270215J016T5YLM	FACEBK *6NGDJSLLA2 MENLO PARK CA	27.81

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$8,830.27	\$0.00	\$0.00	\$0.00	\$8,830.27

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/04	06/03	12302024S02A4K62R	ACMETOOLS.COM GRAND FORKS ND	20.26
06/06	06/05	87021304WEHML87HT	MILLER TRAINING APPLETON WI	350.00
06/08	06/06	55417344YTBP60VRT	DELTA 00623372475913 DELTA.COM CA NAME:SHIRLEY,ADAM TICKET#:00623372475913 LEG 1: ITINERARY#:2985 DATE:07/21/2025 DEPARTURE TIME:14:47 CARRIER:DL ARRIVAL TIME:00:00 ORIGINATION:DTW DESTINATION:PHL LEG 2: ITINERARY#:2985 DATE:07/23/2025 DEPARTURE TIME:17:12 CARRIER:DL ARRIVAL TIME:00:00 ORIGINATION:PHL DESTINATION:DTW	646.96
06/08	06/06	55500364XAK16MAM5	GRIZZLY INDUSTRIAL PHO BELLINGHAM WA	1,269.90
06/08	06/06	12302024X02A6Q888	ACMETOOLS.COM GRAND FORKS ND	278.78
06/08	06/06	82305094YEHMLWDVK	SP WOODCRAFT SUPPLY PARKERSBURG DE	533.80
06/08	06/06	52707154Y09FM8HJF	HOMEDEPOT.COM 800-430-3376 GA	614.68
06/08	06/06	57540244XLXBVD985	BKG*HOTEL AT BOOKING.C 8888503958 NY	264.61
06/10	06/09	555003650AN5ZZY1B	GRIZZLY INDUSTRIAL PHO BELLINGHAM WA	1,299.00
06/10	06/09	5525956513H8EZ1G6	BEAR WOODS SUPPLY LANGLEY BC	165.00
06/10	06/09	870213050EHMHLGYF	CYBERBIZ* OSKOOL CERRITOS CA	242.99

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

**CARDHOLDER ACCOUNT ACTIVITY (continued)**

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

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/11	06/10	5554750514LGFKV1P	VEEERSUPPLIES.COM FOREST HILL MD	770.71
06/15	06/13	7541823546PJRDGX9	COLLEGEBOARD*PRODUCTS NEW YORK NY	1,620.00
06/18	06/17	5543286585Z6B9Q4X	NYTIMES DISC* 800-698-4637 NY	4.00
06/20	06/19	55446415A2NAGVMRA	CARSON DELLOSA EDUCATI GREENSBORO NC	635.58
06/27	06/26	55432865H620S9R6B	IN *RULING OUR EXPERIE 614-4888080 OH	100.00
06/29	06/27	55480775J3FSXTTQP	OAKLAND PRESS PONTIAC MI	14.00

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$1,600.39	\$0.00	\$0.00	\$0.00	\$1,600.39

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/05	06/04	05436844V8PL1SKSM	KROGER #743 ROYAL OAK MI	198.22
06/08	06/06	05436844YEHVWV7WT6	LITTLE CAESARS #174 FERNDALE MI	71.88
06/10	06/09	123020250008R208G	MI SCIENCE CENTER DETROIT MI	100.00
06/12	06/11	555062953ARSFG8H4	GET & GO FERNDALE MI	58.29
06/17	06/16	0543684578PL0QWAD	KROGER #447 HAZEL PARK MI	94.94
06/17	06/16	02305375800KE2EY4	BJS WHOLESALE #383 MADISON HEIGH MI	568.16
06/25	06/24	55432865F61BXWDNG	MEIJER # 268 DETROIT MI	109.90
06/26	06/25	12302025G017KK6H8	MI SCIENCE CENTER DETROIT MI	399.00

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

PURCHASES	CASH ADV	FEES CHARGED	CREDITS	TOTAL ACTIVITY
\$1,679.13	\$0.00	\$0.00	\$1,874.00 CR	\$194.87 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/05	06/04	05345884WHEVDTDA2	A 1 FINGERPRINT OAK PARK MI	75.00
06/08	06/06	51043234X1Z29HS0D	PAYPAL *SUCCESSORIES, 40293577 CREDIT	1,874.00 CR
06/11	06/10	053458852EHWPVPR1	A 1 FINGERPRINT OAK PARK MI	75.00
06/11	06/10	053458852EHWPVPSM	A 1 FINGERPRINT OAK PARK MI	75.00
06/11	06/10	053458852EHWPVPX8	A 1 FINGERPRINT OAK PARK MI	75.00
06/12	06/11	053458853EHX1X7PZ	A 1 FINGERPRINT OAK PARK MI	75.00
06/12	06/11	02305375300KMAQ5D	USPS PO 2542600030 HAZEL PARK MI	38.63
06/12	06/11	5174295532ATJH67K	IDENTOGO - MI FINGERPR 877-512-6962 MA	65.50
06/13	06/12	053458854EHXA6NXF	A 1 FINGERPRINT OAK PARK MI	75.00
06/13	06/12	053458854EHXA6NZR	A 1 FINGERPRINT OAK PARK MI	75.00
06/15	06/13	053458855EHZ2RWT8	A 1 FINGERPRINT OAK PARK MI	75.00
06/20	06/18	05345885BEHXXDK0Q	A 1 FINGERPRINT OAK PARK MI	75.00
06/20	06/18	05345885BEHXXDK2Z	A 1 FINGERPRINT OAK PARK MI	75.00
06/20	06/18	05345885BEHXXDK5G	A 1 FINGERPRINT OAK PARK MI	75.00
06/20	06/19	05345885BEHXXDKAW	A 1 FINGERPRINT OAK PARK MI	75.00
06/22	06/20	05345885QEHZ17FE2	A 1 FINGERPRINT OAK PARK MI	75.00
06/24	06/23	05345885FEHWKPLS9	A 1 FINGERPRINT OAK PARK MI	75.00
06/24	06/23	05345885FEHWKPLWW	A 1 FINGERPRINT OAK PARK MI	75.00
06/24	06/23	05345885FEHWKPLZ6	A 1 FINGERPRINT OAK PARK MI	75.00
06/24	06/23	05345885FEHWKPM1T	A 1 FINGERPRINT OAK PARK MI	75.00
06/27	06/24	05345885H2X6FKD71	A 1 FINGERPRINT OAK PARK MI	75.00
06/27	06/25	05345885H2X6FKDQ5	A 1 FINGERPRINT OAK PARK MI	75.00
06/27	06/25	05345885H2X6FKD9J	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)**

<b>KRISTY CALES</b>				
XXXX XXXX XXXX 1852				
<b>CREDIT LIMIT</b> \$5,000.00				
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>
06/27	06/26	05345885H8PLGMW2F	A 1 FINGERPRINT OAK PARK MI	75.00

<b>JAMES PATERSON</b>						
XXXX XXXX XXXX 7817						
<b>CREDIT LIMIT</b> \$5,000.00						
		<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$598.26	\$0.00	\$0.00	\$0.00	\$598.26
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>		
06/02	05/31	55432864R639EN THX	SPRINGHILL SUITES GRANDVILLE MI CHECK IN:05/30/2025 NUMBER OF NIGHTS:0001 CHECK OUT:05/31/2025 DAILY RATE: 169.00	398.84		
06/02	05/31	55432864R639ENTJF	SPRINGHILL SUITES GRANDVILLE MI CHECK IN:05/30/2025 NUMBER OF NIGHTS:0001 CHECK OUT:05/31/2025 DAILY RATE: 169.00	199.42		

<b>SHANA E WILLIAMS</b>						
XXXX XXXX XXXX 8194						
<b>CREDIT LIMIT</b> \$5,000.00						
		<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$378.51	\$0.00	\$0.00	\$0.00	\$378.51
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>		
06/17	06/16	5543286575YRRR8ALN	TIM HORTONS #911247 HAZEL PARK MI	17.69		
06/19	06/18	55463155A1TQXW605	SIGNS-N-DESIGNS INC ROYAL OAK MI	113.30		
06/20	06/19	05436845A8PLS1R42	KROGER #447 HAZEL PARK MI	3.99		
06/20	06/19	05314615BEHXM2JBH	JIMMY JOHNS - 2213 - E HAZEL PARK MI	122.68		
06/24	06/23	05436845E8PKY7H6P	KROGER #447 HAZEL PARK MI	56.95		
06/25	06/24	05436845F8PKYJ9KM	KROGER #447 HAZEL PARK MI	63.90		

<b>HEATHER L AGUEROS</b>						
XXXX XXXX XXXX 8621						
<b>CREDIT LIMIT</b> \$5,000.00						
		<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$21.18	\$0.00	\$0.00	\$0.00	\$21.18
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>		
06/02	05/31	02305374R00JJ8WDN	BJS WHOLESALE #383 MADISON HEIGH MI	21.18		

<b>JULIE KAMINSKI</b>						
XXXX XXXX XXXX 0778						
<b>CREDIT LIMIT</b> \$5,000.00						
		<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$1,738.00	\$0.00	\$0.00	\$0.00	\$1,738.00
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>		
06/27	06/26	55500365HB81V2GH3	GRIZZLY INDUSTRIAL PHO BELLINGHAM WA	1,078.00		
06/27	06/26	55259565H8FPMPN5A	MYWOODCUTTERS COM SOOKE BC	660.00		

<b>LISA BERNYS</b>						
XXXX XXXX XXXX 3002						
<b>CREDIT LIMIT</b> \$5,000.00						
		<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$878.68	\$0.00	\$0.00	\$0.00	\$878.68
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>		
06/05	06/04	55432864V5V1A7V2Z	MEIJER # 222 MADISON HGTS MI	15.85		
06/05	06/04	05436844WBLK4QZ22	SAMS CLUB #6659 MADISON HEIGH MI	410.30		
06/05	06/04	82117554VEHMK2KYH	JETS PIZZA MI 005 WARREN MI	119.71		
06/08	06/05	55483824X09V6897E	SAMSClub.COM 888-746-7726 AR	63.60		

Corporate Account Name: HAZEL PARK SCHOOLS

Corporate Account Number: XXXX XXXX XXXX 5846

**CARDHOLDER ACCOUNT ACTIVITY (continued)**

**LISA BERNYS**  
 XXXX XXXX XXXX 3002  
**CREDIT LIMIT** \$5,000.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/12	06/11	023053753EHZEQK1S	OFFICEMAX/DEPOT 6026 MADISON HEIGH MI	74.18
06/25	06/24	55432865F61QFHY0Z	AMAZON MKTPL*NQ1FK6FO1 AMZN.COM/BILL WA	136.76
06/27	06/26	55432865H62074H0R	AMAZON.COM*NQ2DM2TG0 AMZN.COM/BILL WA	58.28

**MONICA PAPASIAN**  
 XXXX XXXX XXXX 3813  
**CREDIT LIMIT** \$5,000.00

	<b>PURCHASES</b>	<b>CASH ADV</b>	<b>FEES CHARGED</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00

Post Date	Tran Date	Reference Number	Transaction Description	Amount
06/25	06/23	55421355FVAM3PG9R	MICHIGAN SCHOOL BUSINE LANSING MI	150.00

# Application: United Oaks Elementary School

Hazel Park School District  
FY 2025-26 Community Schools

## Summary

ID: 2153305367

Status: Contract Being Generated

Last submitted: Jun 5 2025 04:18 PM (EDT)

## Review Organizational Information

Completed - Jun 5 2025

### Review your organizational information

# Requested Update as of December 9, 2024

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)**
- **Primary and Mailing Addresses**
- **FY 2023 or 2024 Financial Statement**

If you have not edited your Organizational & Financial Information Program **as of December 9, 2024**, 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):

### 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:** Zimis

**Title:** Chief Financial Officer

**Email:** jason.zimis@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

178

**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**

---

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

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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.

## CS25: Contact Information

Completed - May 13 2025

## CS25: 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
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	<a href="mailto:amy.kruppe@myhpsd.org">amy.kruppe@myhpsd.org</a>
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	<a href="mailto:stephanie.dulmage@myhpsd.org">stephanie.dulmage@myhpsd.org</a>
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	<a href="mailto:karla.graessley@myhpsd.org">karla.graessley@myhpsd.org</a>
Phone	248-658-5284
Pronoun(s)	She/Her/Hers/Herself

## CS25: Community Schools Mission, Vision, and Priorities

Completed - May 15 2025

## CS25: 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 5 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.*

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

Vision: Inspire and empower all learners.

---

### 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.*

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.

## CS25: Community School Capacity

Completed - Jun 5 2025

## CS25: Community School Capacity

## 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
- Managing Partnerships

**Did your school have a Community Schools Coordinator for the 2024-2025 School Year?**

Yes

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

2 years

**Please provide the contact information for your Community School Coordinator:**

Contact Name	Brooke Barnett
Email	<a href="mailto:Brooke.Barnett@myhpsd.org">Brooke.Barnett@myhpsd.org</a>
Phone Number	248-658-2410

**School Capacity**

**For the 2025-2026 grant year, 0% of the coordinator's salary may be paid from this grant.**

United Way for Southeastern Michigan has supported 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.**

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 nonprofit and for-profit partners who will provide large-scale funding that will cover the CSC salary for the long-term.

## **CS25: Community Schools Narrative**

**Completed** - Jun 5 2025

## **CS25: Community Schools Narrative**

### **Community Schools Narrative**

For the past four 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 this year.

**Recommended Practice: 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 four 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.**

The strengths of the community school model at United Oaks Elementary are multi-faceted and ever evolving. While year three of the grant was predominantly focused on the continuation of systems implementation, year four of the grant was mainly focused on service delivery and expansion efforts.

The staff at United Oaks make up the bedrock of the Community Schools model within the building. Without their dedication and understanding of the Community Schools model, the model would not be nearly as effective or successful as it has been at United Oaks. Significant effort has been put forth to establish a robust system that enmeshes Community Schools into the school environment instead of remaining in its own silo. This was managed by multiple years of training of staff and exposure to the Community Schools model.

The dedication of our staff lends itself to the increased community cohesion noted within the community at large. We continue to see an increase in attendance at events as well as families aiming to get involved with the school. Additionally, families continue to self-report hardships for themselves or a neighbor which allows United Oaks staff to offer assistance or resources. Families have become more comfortable with coming forward with issues that do not put them in a good light. This goes to illustrate the trust that has been built up over the last few years between the school and community.

We would not be able to do this work without our strong, reliable community partnerships that have grown throughout the years of this grant. We work very closely with multiple agencies and nonprofits to provide the necessary resources to our families. This has allowed us to put on numerous parent workshops, family engagement events, and our yearly Resource Fair. These partnerships are oftentimes utilized when families or community members are in need of emergency assistance. We have worked with MDHHS and other like minded agencies on multiple occasions to match funding, provide resources, etc. for families in crisis.

Additionally, the diversity of options available to our students through our extended day offerings are another strength of our Community Schools model at United Oaks. 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 a 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.

**Considering the work you've done over the past four years, please describe the areas of growth that you hope to turn into strengths over the next year. 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. We will continue to identify future sustainable funding streams for the Community Schools model at United Oaks. Additionally, we will continue to approach additional community organizations for potential collaborations and/or partnerships. It is our intention to design partner agreements and expectations this year as well to provide more structure around our partnerships.

The past several years we have put substantial resources into our parents through offerings such as parent workshops, trainings, and other opportunities. We will continue to look to grow not only our offerings for parents, but building their capacity as well. As families approach our staff for resources, we will look to not only provide them with a helping hand up, but also a helping hand out of their situation.

Additionally, the Director of Community Schools and Community School Coordinator plan to continue to refine the process of community schools with regard to the community, partners, and district staff. The district will be expanding its Community Schools model into three additional schools in the coming year. With expansion efforts in mind, the Director and CSC will continue working on a system to streamline the Community School initiative between the respective schools. For example, instead of having separate community councils at the respective Community Schools sites, there will be one community council at large. Instead of operating in isolation, the community council at large will act as a "one stop shop" for community event planning, resource assistance, etc.

## **CS25: Family & Community Engagement**

Completed - Jun 5 2025

## **CS25: 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
Childcare Support
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:**

Adult Education
Housing

## 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 the Detroit Historical Society and Camp Hazelwoods, Visual and Performing Arts Night, Parent Teacher Conferences, Welcome Picnic, Dinner and Data, 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, emails, flyers, Facebook, Class Dojo, monthly newsletters, and the school's scrolling marquee sign.

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, Kickboard, phone calls, etc.

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## Community Engagement

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

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

*Select all that apply.*

**Responses Selected:**

Partnerships that address identified goals/needs
Partner attendance or donation support at school events
Active community school council
Events are open to community members
Platforms are available to share happenings with your larger community
Community members and partners have opportunities to share feedback and ideas with the school

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
Increase community member participation with programming and/or events
Increase opportunities for community voice

## How are you currently supporting Community Engagement?

We have partnered with local community organizations to provide after school programming, as well as supplement parent workshops with activities for students.

This year we worked with the University of Michigan Concussion Clinic to offer Safety Town to students across the district. Students and their families were able to come and participate in a mock town setting where they learned about common household dangers and how to mitigate them. Students were provided with free bicycle helmets and books to take home.

We continued working our MDHHS Pathways to Potential worker to continue to be an eligible drop off station for One Warm Coat.

The United Oaks Community Council and the district's Community Engagement Team planned and implemented a community wide Resource Fair with 50 plus vendors and 200 community members in attendance for the third year in a row. 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, MDHHS, Hazel Park Recreation Center, etc.

## CS25: Family & Community Engagement Goal Setting

Completed - May 14 2025

## CS25: Family & Community Engagement Goal Setting

### Family and Community Engagement Goal Setting

#### Family Engagement in Student Learning

Engagement 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 2024-2025 school year:**

244

Parent participation in school sponsored programs should see at least a 5% increase year over year, using 2024-2025 as a baseline.

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Goal for total number of families engaged in their student's learning during the 2025-2026 school year:

260

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Based on your School Year 2025-2026 projection, what is the target percentage increase?

6

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## 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

Held on the first day of school, this event gives families and staff a relaxed opportunity to connect and build positive relationships. It sets a welcoming tone for the year while offering families important early-year information. Strengthening the school-home connection from day one is the primary goal.

### Camp Hazelwood

Each fall, approximately 150 community members travel to Camp Hazelwood for a day of lunch, activities, and connection. This off-site event is especially effective in reaching families who don't often attend school-based functions. It builds rapport among staff and families, fosters inclusivity, and nurtures community spirit.

### Books and Breakfast

New this grant year, this event will take place during March Reading Month and replace one of our Open School Days. Students and their families will enjoy a free breakfast and receive free books. Students will showcase their reading skills to families and Book Buddies. Instructional coaches and MTSS staff will offer practical literacy tips families can use at home.

### Powerword Night

Designed for students scoring below grade level in ELA, this event provides targeted literacy support. Families receive dinner and personalized take-home materials. Participants rotate through engaging stations to learn Power Words in fun, hands-on ways. Families leave with tools to replicate the games at home. Due to its popularity, two sessions will be held this year—one for upper and one for lower elementary.

### Open School Days (Family Fun Days)

These Saturday events welcome families into the school for crafts, gym activities, and robotics exploration. We are strategically aligning them with existing PTA events (such as rummage sales and the Santa Shop) to increase attendance. These days are designed to strengthen the school-family connection in a fun, informal environment.

### Dinner and Data

Families enjoy a free dinner and childcare while learning about key academic data—IREADY, Reading Steps, and IRLA scores. Staff will answer questions and provide tools to support learning at home. Each attending family will receive a Thanksgiving turkey as a take-home gift, making the event both informative and supportive.

## Visual & Performing Arts Night

A high-attendance, late-year event, this evening celebrates student creativity as they showcase talents and hobbies in front of families and community members. Light refreshments are served. This event also provides a valuable opportunity to collect perception data and conduct year-end surveys, helping us assess family needs and improve programming.

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## 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.

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

75

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**Goal number of families supported with key services in the 2025-2026 school year:**

80

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**Based on your School Year 2025-2026 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.*

We will be continuing partnership and collaboration with MDHSS. The placement of a Pathways to Potential state worker within the school environment 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 support to as many families as possible. Our CSC works closely with our P2P worker to address attendance issues, housing issues and other situations that arise with any United Oaks family.

The school district will be opening a Community Hub at Longfellow in the coming months. The Hub will be a one stop shop for a multitude of services including mental health services, job/workforce training, tutoring, etc. The Hub will be open to all those in the community and will aim to be the focal point of resources within Hazel Park. Our CSC will be able to direct families to one place for resource assistance.

Food distribution continues to be a hallmark of our work, with many new families added to the food distribution list this past year. We had great success with coupling our food distribution dates with Open School/Family Fun Days and other weekend events. 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.

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**Community Events**

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

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**Total number of Community Events hosted in 2024-2025:**

3

**Number of attendees at Community Events hosted in 2024-2025:**

519

Attendance at community events should see at least a 10% increase year over year, using 2024-2025 as a baseline.

**Planned number of Community Events hosted in 2025-2026:**

4

**Goal number of attendees at Community event hosted in 2025-2026:**

600

**Based on your School Year 2025-2026 projection, what is the target percentage increase?**

15

## 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 fourth 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 a 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 continued our work with our pollinator 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 pollinator area as well as a few other areas around the school. By working together it builds a sense of community and connects us to the neighborhood. Next year, we will look to partner with additional community groups to expand our capacity.

Safety Town - We partnered with the University of Michigan Concussion Clinic to put on the district's first pop up Safety Town this past fall. This initiative provides critical education on concussion prevention, pedestrian and medication safety and dog bite prevention to schools and communities across the state. We invited students and their families from across the district to join us for an evening of safety. Dinner, free bike helmets and free books were provided to those that attended.

Hometown Huddle - The Hometown Huddle is an annual district event that occurs before the first football game of the year. The Huddle brings together community groups, local businesses, churches, as well as the schools (and their respective groups) in one place. Free food and activities are provided to those in attendance. Families and community members are able to mingle and learn about the offerings within the schools, as well as the community at large. Our goal this year is to be able to showcase the resources available at the Hub at Longfellow, as well as to recruit more community members for our Community Engagement Team.

## CS25: Integrated Student Supports

Completed - Jun 5 2025

## CS25: 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:

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

Housing Security

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

## How are you currently supporting Integrated Student Supports?

### Food Distribution

We provide monthly food assistance to 25–30 families. Each distribution includes frozen proteins (chicken and beef), potatoes, milk, cheese, eggs, fruit, bread, peanut butter, jelly, pasta, and sauce. Families can choose to pick up their groceries, have them delivered, or receive them during school pick-up in the car line—ensuring flexibility and access for all.

### Family Care Closet

Our Family Care Closet offers essential items for families in need. This includes warm coats, backpacks, hygiene products, cleaning supplies, and a range of clothing. When possible, we also supply bedding to help families create a safe and comfortable home environment.

### Emergency Family Assistance

Emergency funding has been used in critical situations to support families facing unexpected hardships. This includes assistance with utility bills, car repairs, and even furnace replacements. These funds help ensure basic needs are met during times of crisis.

### DHHS Support via P2P Worker

Our partnership with the state-assigned Pathways to Potential (P2P) worker has been a strong and collaborative effort. Together, we combine local and state resources to better support families and connect them with vital services.

### Parent Office

We have established a dedicated Parent Office in the Community Family Room. This space includes a donated Chromebook from Tech United, as well as newly purchased desktop and laptop computers. Though a washer and dryer were initially considered, lack of space led to this shift in resources, which now supports digital access for families.

### Transportation Support – McKinney-Vento

Through Title IX funding, we provide transportation services for students experiencing homelessness. This critical support has made a significant impact on improving attendance and educational continuity for our McKinney-Vento-eligible students.

# CS25: Integrated Student Support Goals

## Integrated Student Support Goals

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

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

297

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**Please identify the goal number of students supporting with Individualized or Small Group Integrated Student Supports in 2025-2026:**

311

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

**Responses Selected:**

One on One Counseling
Uniforms/Clothing/Laundry
Transportation outside of school bussing
Truancy Support
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

Tax Preparation

Job Support (Resume writing, career fairs, etc.)

**Please identify the Partners providing Integrated Student Supports.**

Michigan Works has provided a lot of support to our parents via referrals for service and job assistance.

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 helps provide glasses to students who need them but cannot afford them.

Rideshare companies, (ie Uber, Hop, Skip, Jump, Lyft, Many of our families have had major health issues and the parents cannot drive. We provided transportation to and from school for that child

**Please identify target service provisions for Integrated Student Supports in 2025-2026:**

*Check all that apply.*

**Responses Selected:**

One on One Counseling
Uniforms/Clothing/Laundry
Transportation outside of school bussing
Truancy Support
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
Tax Preparation
Job Support (Resume writing, career fairs, etc)

**Please identify any Integrated Student Support providers you are targeting for 2025-2026.**

Mental Health services - Many of our students are in need of mental help support. We are looking for providers to assist our students with mental health issues. 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. The district is working on providing in house mental health services at the Community Hub at Longfellow.

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**BEHAVIOR INTERVENTIONS**

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**Please share the number of INDIVIDUAL STUDENTS suspended in 2024-2025:**

6

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**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?**

Implement a Positive Behavior Intervention and Support (PBIS) Framework  
Use Restorative Practices  
Provide Targeted Interventions and Supports (MTSS, Beh Plan)  
Equitable Discipline Practices  
Engage Families and Community Partners

**ABSENTEEISM**

**Please identify the percentage of students on track to be chronically absent by the end of the 2024-2025 school year:**

36

**Is your school above the state average of 31%\*?**

*\*State Average (according to [MISchoolData.org](https://mischooldata.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 2025-2026?**

10

**If you achieve your goal, what percent of students do you expect to be chronically absent in 2025-2026?**

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.*

To address chronic absenteeism, the district is implementing a three-tiered system of support. Tier 3 is designed for students who are chronically absent or at high risk of becoming so. This level offers the most intensive, individualized interventions to remove barriers and improve attendance.

### Data Analysis & Monitoring

A multidisciplinary attendance team meets regularly to review attendance data, identify trends, and examine individual student barriers. These data-driven meetings help identify at-risk students and guide the development of tailored intervention plans. Ongoing monitoring ensures progress is tracked and supports are adjusted as needed.

### Policies, Practices, and Actions

For students whose attendance is impacted by behavioral or emotional challenges, Functional Behavioral Assessments (FBA) and Behavior Intervention Plans (BIP) are developed. Attendance contracts are used to establish clear expectations. The team also explores alternatives to suspension, access to credit recovery, and alternative education placements for students with unique circumstances.

### Communication and Engagement

Strong relationships with families are key. Home visits help rebuild trust and uncover barriers to attendance. Parent meetings are held to review data and co-create attendance improvement plans. Students are directly engaged in creating their own support plans, encouraging accountability and participation in the process.

### Referral and Support Services

When needed, families are referred to Community Mental Health and other support agencies. This ensures a wraparound approach that addresses both school-based and external challenges.

Through consistent data monitoring, family and student engagement, and targeted supports, Tier 3 provides a comprehensive, collaborative strategy to combat chronic absenteeism and help every student stay on track for success.

## CS25: Collaborative Leadership

Completed - Jun 5 2025

## CS25: Collaborative Leadership

208

## 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.

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### Collaborative Leadership

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

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What are **AREAS OF STRENGTH** as it relates to Collaborative Leadership?

*Select all that apply.*

### Responses Selected:

CS Council inclusive of multiple stakeholders (youth, families, teachers, admin, non- teaching staff, community, other)

Regular and frequent communication with stakeholders

Opportunities for youth, family, teachers/staff and community voice in decision making

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)
Opportunities for professional learning

Please identify the areas of growth for OPPORTUNITIES FOR PROFESSIONAL LEARNING.

Select all that apply.

**Responses Selected:**

Youth
Families
Community

## 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.

## CS25: Collaborative Leadership Goals

Completed - Jun 5 2025

## CS25: 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 - Director of Community School

Brooke Barnett - Community School Coordinator

Lisa Bernys - Building Administrator

Caroline Dimas - Kindergarten Teacher

Rachel Klecha - 3rd grade Teacher

Brooke is in charge of 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. The Director of Community Schools is instrumental in setting the pace for the year and the yearly priorities.

## CS25: Expanded Learning Time & Opportunities

Completed - Jun 5 2025

## CS25: 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
Develop the 4 Cs – Critical thinking, Collaboration, Creativity, and Communication

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
Increase partnerships/offerings support school curriculum and learning goals

What are the Expanded Learning Time opportunities you CURRENTLY OFFER, and will those continue in 2025-2026?

*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, Zoo Club, Living Arts Detroit, Student Government, Writing club, Lit Craft Club, Soapbox Derby, Girl Scouts, STEAM, Soccer Camp, Girls Movement Club, Running Club, and Performing Arts Club.

What NEW Expanded Learning Time opportunities would you like to offer in 2025-2026?

Our focus in the 25-26 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.

What Enrichment Opportunities would you LIKE TO OFFER in 2025-2026?

*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.*

We would like to offer more reading and publishing opportunities to our students. Additionally, we would like to offer more coding, comic book, gardening and music opportunities as well.

## CS25: Expanded Learning Time Goals

Completed - Jun 5 2025

## CS25: 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.

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**Total number of Expanded Learning Time opportunities offered in 2024-2025:**

7

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**Total number of Enrichment opportunities offered in 2024-2025:**

7

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**Total number of unique students participating in expanded learning and/or enrichment activities:**

*Please count each student only once.*

297

Based on your current enrollment, please identify the percentage of students enrolled in an expanded learning time or enrichment activity in 2024-2025:

*Please count each student only once.*

79

Each school is charged with increasing participation in expanded learning and enrichment activities by 10% of the baseline established in 2024-2025 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 2025-2026:

10

Please identify the total number of students to be engaged in 2025-2026, including the students required to achieve the percent goal increase identified above:

*This should not exceed your current enrollment.*

326

## CS25: Climate & Culture

Completed - Jun 5 2025

## CS25: Climate & Culture

### 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
Multiple ways for students to express their thoughts and ideas
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
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  
Student of the Month  
Free staff massages  
Kindness Coupons  
Home visits  
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, Student Council  
School Pledge and Song,  
Positive announcements daily  
Back to School Picnic  
Family Events and Field trips  
Secret Santa  
Staff luncheons  
Staff games - duck search  
"The Chocolate Basket"  
Caught a class  
SOAR drawings  
Staff field day race with inflatables  
Mystery singers  
Hatching chick and duck eggs  
Eagle Grams  
Teacher Appreciation Week  
Staff social committee

## CS25: Climate & Culture Goals

Completed - Jun 5 2025

## CS25: Climate & Culture Goals

### Climate & Culture Goals

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What initiatives WERE IMPLEMENTED in 2024-2025 to improve Climate and Culture at your school?

Free staff massages  
Mystery staff singer  
Staff field day inflatable race  
Positive Eagle raffle

How many NEW INITIATIVES WOULD YOU LIKE TO IMPLEMENT in 2025-2026 to improve Climate and Culture at your school?

3

Please describe the TYPES OF INITIATIVES YOU WOULD LIKE TO IMPLEMENT in 2025-2026 to improve Climate and Culture at your school.

Targeted team building activities for students.  
  
Increased celebrations surrounding positive behavior.  
  
Community mentors and student mentors.

## CS25: Academic Growth

Completed - Jun 5 2025

## CS25: 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
Supporting parents in understanding grade-level curriculum
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
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 biweekly 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. 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 montly training based on school needs by an expert trainer. The training encompasses all instructional staff , including our MTSS (intervention staff)

## CS25: Academic Growth Goals

Completed - May 15 2025

## CS25: 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://www.mischooldata.org)) for the 2022-2023 school year and your 2023-2024 data. We recognize 2024-2025 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 2025-2026 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.

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### Math Proficiency

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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's Proficiency – 21-22 (baseline)	Your School's Proficiency – 22-23	Your School's Proficiency – 23-24	Your School's Estimated Proficiency– 24-25	Your School's Target Proficiency – 25-26
3rd Grade	13.6	24.1	30	35	35
4th Grade	8.6	14	34.1	29	35
5th Grade	14.5	10.7	24	25	35

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 2025-2026 target proficiency for standardized testing in Math.

The district has hired a math consultant to support the development of a meaningful and cohesive K–12 math curriculum. In addition, each school now has three interventionists who will focus their efforts on addressing foundational skill gaps in student learning. Within the math block, teachers will also work with small groups to reinforce key concepts and ensure students build a strong understanding.

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's Proficiency – 21-22 (baseline)	Your School's Proficiency – 22-23	Your School's Proficiency – 23-24	Your School's Estimated Proficiency – 24-25	Your School's Target Proficiency – 25-26
3rd Grade	15.9	20.7	26.9	58	36
4th Grade	22.4	16.3	20	30	36
5th Grade	34.5	26.8	20	22	45

Are each of your grade levels testing at or above the state average for proficiency in English and Language Arts?

No

Please describe the steps and activities you will engage in to reach your 2025-2026 target proficiency for standardized testing in English and Language Arts.

We are now in the third year of implementing the American Reading Company (ARC) program. When we adopted this program, we committed to extensive training for both teachers and administrators to ensure successful implementation. As part of this support, teachers use ARC reading toolkits to plan effective small group instruction. Daily data entry and regular level checks help ensure that students progress at an appropriate pace and are advanced when ready. Our interventionists continue to work closely with Tier 3 students, providing targeted support to address their specific needs.

# CS25: 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.

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### School-Wide Initiatives

How many school-wide initiatives will you facilitate this year?

17

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### Individual Students

How many unique, unduplicated individual students will you serve this year?

311

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### Family Services

How many individual families will you serve this year?

80

## 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?

600

## CS25: Budget

Completed - May 15 2025

## CS25: Budget

### Budget Instructions

### Please fill in your proposed grant budget for the FY 2025-26 Community Schools program year.

You have been invited to apply for a grant of **\$50,000**. Please complete the below budget to reflect no more than the max award amount for this funding opportunity.

For guidance on the definitions of the line item categories and what to include in the narrative, please consult [this guide](#). You can also 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.**
- **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.**
- **Budget must equal \$50,000**

**Personnel**

	Grant Budget (\$)	Line Item Narrative
Personnel	12185	Staff compensation for Extended day learning, Enrichment, Home Visits, Family Engagement Events, Parent Workshops

**Fringe Benefits**

	Grant Budget (\$)	Line Item Narrative
Fringe Benefits	4744	Staff Fringe for Extended day learning, Enrichment, Home Visits, Family Engagement Events, Parent Workshops

**Contractual Services**

	Grant Budget (\$)	Line Item Narrative
Contractual Services	2200	Outside speakers for family engagement events and extended day enrichment opportunities.

**Wraparound Support to Participants**

	Grant Budget (\$)	Line Item Narrative
Wraparound Support to Participants	18221	Family care closet items, snack refrigerator fruits, veggies and cheese, Emergency funds

**Travel**

	Grant Budget (\$)	Line Item Narrative
Travel	3450 226	Mileage for home visits, registration and travel expenses for 1 people to attend the National Community School Conference

**Equipment**

	Grant Budget (\$)	Line Item Narrative
Equipment	0	N/A

**Supplies**

	Grant Budget (\$)	Line Item Narrative
Supplies	3600	Purchase of items to support extended day, enrichment, Open School Day, Parent Workshops

**Occupancy**

	Grant Budget (\$)	Line Item Narrative
Occupancy	0	N/A

**Utilities**

	Grant Budget (\$)	Line Item Narrative
Utilities	0	N/A

**Evaluation**

	Grant Budget (\$)	Line Item Narrative
Evaluation	0	N/A

**Professional Development & Training**

	Grant Budget (\$)	Line Item Narrative
Professional Development and Training	0	N/A

**Other Program Costs**

	Grant Budget (\$)	Line Item Narrative
Other Program Costs	5600	Food costs for family engagement & parent workshops, family field trip costs for tickets, registration,

**Indirect/Administrative Costs**

	Grant Budget (\$)	Line Item Narrative
Indirect/Administrative Costs	0	N/A

**Budget Total**

Budget Total (\$)	50000
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**Please describe how these line items are critical to executing the program narrative you described.**

These line items are critical to executing the Community Schools grant because they directly support the core pillars of the Community Schools model: integrated student supports, expanded learning time, family and community engagement, and collaborative leadership. By funding home visits, basic needs assistance, family engagement events, and extended-day programming, we are addressing the academic and non-academic barriers that impact student success. These strategic investments allow us to create a school environment that is responsive, inclusive, and deeply connected to the community it serves—ensuring that every student has the support needed to thrive both in and out of the classroom.

## Budget Narrative

Our proposed budget for the 2025–26 school year is intentionally aligned with the identified needs of the United Oaks community and designed to strengthen trust and engagement with families. Each line item directly supports initiatives that address barriers to student success and promote long-term, sustainable relationships between the school and the community.

### Home Visits to Reduce Chronic Absenteeism

In the 2023–24 school year, we initiated home visits as a strategy to reduce chronic absenteeism and establish meaningful relationships with families. This effort continued in 2024–25 with measurable success, prompting us to sustain and expand this work in 2025–26. Grant funds will again be allocated to support trained staff in conducting home visits, which have proven highly effective in both reducing absenteeism and fostering deeper community engagement.

### Basic Needs Assistance

A critical area of need in the United Oaks community is access to basic necessities. In 2025–26, a significant portion of funding will be dedicated to meeting these needs through support for food assistance, emergency family aid, and a student and family care closet. Addressing basic needs is foundational to building mutual trust and enabling families to more fully engage in their children's education.

We will continue to prioritize parent and family engagement by investing in events both on and off campus that foster strong, positive relationships among students, staff, and families. These gatherings are a proven strategy for deepening trust, improving communication, and strengthening the school's connection to the community. To ensure accessibility and inclusion, we provide dinner and childcare at many events, removing common barriers to participation. Hosting these events at United Oaks reinforces our vision of the school as a central hub of community life, contributing to a more welcoming and supportive school climate. Additionally, we are actively partnering with the district's Family and Community Engagement Team to participate in the Build Up the Park Parent Series and the Parent and Community Council—expanding opportunities for collaboration, leadership, and shared decision-making with families.


### Extended-Day Programming

A portion of our funding will support high-quality extended-day programming focused on academic achievement and real-world skill development. The district will assume some of the cost for extended learning as well. Students will receive targeted instruction in literacy and mathematics from qualified educators twice a week for 24 weeks. Additionally, we partner with community organizations to offer enrichment clubs that address students' interests and needs—including career exploration, creative arts, STEM, and social-emotional learning. This comprehensive approach not only supports academic success but also nurtures the whole child.

The image below confirms that United Oaks has received the year 5 grant for \$50,000. To date, the contract has not been received by the district.

FY 2025-26 Community Schools [↗](#) Preview ⋮

## United Oaks Elementary School


 Hazel Park School District    ID: 2153305367    Status: Contract Being Generated

[APPLICATION](#)   [ACTIVITY](#)   **[DECISION DETAILS](#)**

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**Total award:** \$50,000.00 (USD)  
**Awarded on:** Jul 15 2025 02:07 PM (EDT)  
**Award Date:** 2025-07-14

**Payments**

Payment date	Payment status	Payment amount	Payment note
Jul 15 2025 02:07 PM (EDT)	 Award allocated - Approved	\$50,000.00	



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

To: Dr. Amy Wilcox, Superintendent  
From: Dr. Julie Kaminski, Principal, Hazel Park Junior High School  
Subject: 8th Grade Washington DC Trip, 2026  
Date: 7/21/25

I am seeking support for and approval of the annual 8th Grade trip to Washington D.C. This educational trip experience includes tours and experiences at key historical sites including but not limited to Pentagon Memorial, Ford's Theatre, National Archives Museum, Lincoln, Vietnam, and Korean Veterans Memorial, Arlington National Cemetery, and the Smithsonian and Holocaust Museums. Please see the attached trip itinerary for additional details.

This trip is open to all 8th grade students attending the Hazel Park Junior High School and will take place in May of 2026 if approved, with specific dates to be determined. The cost per student is \$1255 and will include bus transportation, lodging, admission to all attractions/experiences, 3 breakfasts, 3 lunches, and 3 dinners.

This learning experience has proven to be a success in previous years. We are hopeful to continue this tradition and allow more students to be immersed in the Washington D.C. area, learning about key events in history.

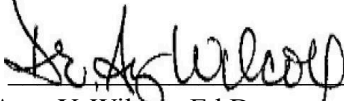
**Strategic Goal Alignment**

- Curriculum & Instruction: Hazel Park Schools will develop innovative, independent, and persistent learners who think critically, communicate effectively, and positively influence the local and global community.
- Climate and Culture: The Hazel Park School District will provide a unified system of support for all students, embracing diversity, and fostering a positive school climate.

**Recommendation**

That the Board of Education approve the annual trip to Washington D.C. for 8th graders

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

  
\_\_\_\_\_  
Amy Y. Wilcox, Ed.D.  
Superintendent



DEPART DATE: XX/XX/XXXX

RETURN DATE: XX/XX/XXXX

TRIP PRICE: \$ X,XXX

[additional customized text to go here if necessary. Pricing based on; special incentives; etc.]

# Washington, D.C. History in 4 days

## YOUR DAY-BY-DAY ADVENTURE

### DAY 1

Arrive **Washington, D.C**

Dinner

**9/11 Pentagon Memorial** Experience this elegant and peaceful, open-air memorial with reflecting pools, trees, and illuminated benches that pay tribute to the 184 victims of the 9/11 Pentagon attack.

### DAY 2

Breakfast

**Capitol Hill Grounds tour** Explore the exterior grounds of Capitol Hill, including scenic gardens and walking past the Supreme Court building, Library of Congress, and other historic landmarks.

**Ford's Theatre visit** Explore this landmark theater to see the box where President Lincoln was assassinated in 1865 and learn about poignant insights on his legacy as one of our most celebrated presidents.

**National Archives Museum visit** At the home of the original U.S. Constitution, Bill of Rights, and Declaration of Independence, immerse yourself in interactive exhibits with original, historic documents.

Lunch

**White House - picture stop** Home of the U.S. president.

**Washington Monument - picture stop** Turn your gaze up at world's tallest stone monument, which honors our nation's first president.

**World War II Memorial** Reflect on the sacrifices made by the over 400,000 American service members who died

during World War II as well as those who supported the war effort from home.

Dinner

**Lincoln, Vietnam and Korean Veterans Memorials**

### DAY 3

Breakfast

**Mount Vernon Education Center and Grounds tour** Immerse yourself in George Washington's landmark estate, with interactive exhibits about his life and presidency, and picturesque grounds with gardens and historic buildings.

**Holocaust Memorial Museum visit**

Experience a chronological narrative of the Holocaust, from the rise of the Nazi party to the victory of Allied forces, including personal objects and eyewitness testimonies of individual survivors.

Lunch

**Smithsonian Museum of American History visit** Walk through centuries of American history on display, including artifacts like President Lincoln's top hat and the infamous Greensboro lunch counter.

**Smithsonian Museum of Natural History visit** Explore one of the world's largest collections of artifacts and exhibits about human cultures, the natural world, and the universe, including the insectarium and a 94-foot-long blue whale.

Dinner

**Jefferson, FDR and MLK Memorials**

### DAY 4

Breakfast and hotel check out

**Arlington National Cemetery visit** Pay respects in America's most famous military cemetery, seeing the Changing of the Guard, Tomb of the Unknown Soldier, Kennedy Gravesites, and Space Shuttle Challenger Memorial.

**US Marine Corps Memorial - picture stop**

Pay tribute to our past and present U.S. Marines while learning about this striking bronze statue, which is based on a famous WWII photo by Joe Rosenthal.

Lunch

Depart for home

WorldStrides  
all-inclusive  
experience



**Round trip transportation**



**Three meals a day**  
*(Unless otherwise stated)*



**24 hour emergency support**



**Admission & fees for scheduled activities**



**Hotel accommodations**



**Transportation to/from activities**



**Expertly trained course leaders**



**Academic credit**



**Learning through Exploration & Active Participation**



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

To: Amy Wilcox, Superintendent  
From: Stephanie Dulmage, Assistant Superintendent of Teaching & Learning  
Subject: After-School Academic Support  
Date: July 21, 2025

**Implementation of Out-of-School Time Supports**

Research shows that explicit, direct instruction and extended-day supports can significantly enhance student growth and learning. While the most effective time for these supports is during the school day, these strategies can also be highly effective before or after school when implemented by certified teachers using high-quality instructional materials.. The articles below provide valuable information supporting the use of these strategies:

- [The Push to Scale Up High-Impact Tutoring](#)
- [High-Quality Tutoring: An Evidence-Based Strategy to Tackle Learning Loss](#)

To expand current learning opportunities, we are requesting approval to compensate staff members during the 2025–2026 school year for delivering these valuable services. Teachers providing these supports will be paid at the anticipated hourly curriculum rate of \$45.00. Given the impact of these strategies, Hazel Park Schools will provide the following academic supports 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
- Hazel Park High School
  - Direct Instruction in Math or Reading
  - Homework Help/Credit Recovery Course Support
- Advantage
  - Direct Instruction in Math or Reading
  - Homework Help/Credit Recovery Course Support

In response to required budget reductions, this proposal includes several changes from the version submitted for the 2024–2025 school year. These include:

- Reduction in the number of staff members
- Reduction in the number of days for out of school time supports
- Removal of staff compensation for detention

**Total Estimated Costs and Funding Sources**

Elementary

- Fully funded by carryover dollars from the 24-25 Community School Expansion grant





Elementary Building	Number of Tutors	Number of Weeks	Hours Per Week	Salary and Benefits	Total Estimated Cost
Hoover	6	28	3.75	67.5	\$42,525
United Oaks	6	28	3.75	67.5	\$42,525
Webb	6	28	3.75	67.5	\$42,525
				Grand Total	\$127,575

Hazel Park Junior High

- Fully funded by carryover dollars from the 24-25 Community School Expansion grant

Tutoring Category	Number of Tutors	Number of Weeks	Hours Per Week	Salary and Benefits	Total Estimated Cost
ELA & Math Tutoring and/or Interventions	4	28	3.75	67.5	\$28,350
Homework Help	2	28	4	67.5	15,120
				Grand Total	\$43,470

Hazel Park High School

- Funding Source: General Fund

Tutoring Category	Number of Tutors	Number of Weeks	Hours Per Week	Salary and Benefits	Total Estimated Cost
Tutoring and/or Direct Instruction Interventions	4	28	3.75	67.5	\$28,350
				Grand Total	\$28,350

Advantage

- Funding Source: 31a

Tutoring Category	Number of Tutors	Number of Weeks	Hours Per Week	Salary and Benefits	Total Estimated Cost
Tutoring and/or Direct Instruction Interventions	2	28	3.75	67.5	\$14,175
Homework Help Staff	1	28	3	67.5	\$5,670
				Grand Total	\$19,845

**Total Financial Impact: \$219,240**

- Community School Expansion Grant: \$171,045
- 31a Fund: \$19,845
- General Fund: \$28,350



**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.

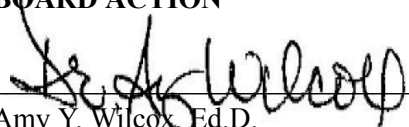
**Funding Source:**

- General Fund
- Community School Expansion - Ballmer grant
- 31a At-Risk Funding

**Recommendation**

That the Board of Education approve the estimated budget for academic out-of-school time support for \$219,240.

**APPROVED AND RECOMMENDED FOR  
BOARD ACTION**

  
\_\_\_\_\_  
Amy Y. Wilcox, Ed.D.  
Superintendent



# Hazel Park Schools Therapy Dog Handbook 2024<sup>5</sup>/2025<sup>6</sup>



# Hazel Park Schools Therapy Dog Handbook: Table of Contents

- A. INTRODUCTION..... Pg 3
- B. DEFINITIONS..... Pg 3
- C. PURPOSE.....Pg 4
- D. THERAPY DOG STANDARDS AND PROCEDURES.....Pg 5
- E. REFERENCES.....Pg 9
- F. APPENDIX A  
    Handler Request to use Therapy Dog in School
- G. APPENDIX B  
    Parent Consent for Therapy Dog Support
- H. APPENDIX C  
    Yes Door Sign
- I. APPENDIX D  
    No Door Sign

This handbook serves as a comprehensive guide for therapy dogs, providing essential information on handling, certification, visit preparation, conduct during visits, ongoing development, and available resources. It is designed to support handlers and their canine partners in their journey to bring comfort, joy, and healing to those in need within various settings.

## Hazel Park Schools Therapy Dog Handbook

Hazel Park Schools supports the use of therapy dogs for the benefit of its students ~~subject to the conditions of board policy~~. Benefits from working or visiting with a therapy dog include reduced stress, improved physical and emotional well being, lower blood pressure, decreased anxiety, improved self esteem and normalization of the environment, increasing the likelihood of successful academic achievement by the student. Examples of activities that students may engage in with a therapy dog include petting and/or hugging the dog, speaking to the dog, giving the dog simple commands that the dog is trained to respond to and reading to the dog.

### **DEFINITIONS**

*Animal* includes every vertebrate other than a human.

*Service Animal* pursuant to 28 C.F.R. Section 35.104, "means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition." The Americans with Disabilities Act (ADA) also defines a miniature horse as an animal that can serve as a service animal, so long as the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability. To better determine whether the Board must allow for the use of a miniature horse or make modifications to buildings, the Board should refer to Section 35.136 (c) through (i) of the ADA.

*Animal Assisted Activities and Animal Assisted Interactions* are non goal-driven interactions where the specific content of the visit is spontaneous and is meant to provide motivational, educational and/or recreational activities that enhance the quality of life.

*Animal Assisted Therapy* is a goal-driven intervention which is directed and/or delivered by a health, human or education service professional and is meant to improve physical, social, emotional and/or cognitive functioning of an individual.

A *therapy dog* is a dog that has been individually trained and registered to work with its

handler(s) to provide emotional support, comfort, therapeutic benefits, emotional well-being or companionship to school district students. Therapy dogs are not "service animals" as that term is used in the American with Disabilities Act (ADA), and therefore approval of the use of a therapy dog on district property is entirely within the discretion of the Superintendent and not considered a required reasonable accommodation under the ADA. Therapy dogs may be personal property of an individual or property of Hazel Park Schools. According to the Alliance of Therapy Dogs, "Their responsibilities are to provide psychological or physiological therapy to individuals other than handlers." Some traits of therapy dogs are:

- Stable temperaments, friendly, easy-going personalities
- They are encouraged to interact and be pet by a variety of people while they are on-duty
- Owners of therapy dogs do not have the same rights as service dogs to be accompanied by the dog in establishments where they are not permitted

A *handler* is an individual school district staff member or volunteer who owns a therapy dog and who has been individually trained, evaluated and registered with his/her therapy dog to provide animal assisted activities, animal assisted therapy and animal assisted interactions within a school or other facility.

## **PURPOSE**

Therapy dogs improve the culture and general mood of the school for all staff and students. Therapy dogs provide many healing effects including:

- Reduced stress and anxiety for staff and students
- Decreased feelings of depression loneliness, and feelings of isolation
- Decrease in aggressive behaviors
- Increased in socialization resulting in a sense of happiness and well-being
- Increase in mental stimulation
- Give children with learning disabilities confidence

Therapy dogs make a connection with at-risk students, and give them a reason to come to school. The emotional well being of students is a large factor in their success. The presence of a therapy dog can give students a sense of happiness that allows them to perform better academically. Animals have been incorporated into schools in order to allow children to discuss issues of grief (Mockler, 2010).

There are many children who struggle to open up to a teacher or counselor about issues that they are facing. Interaction with animals can relieve their anxiety and improve their mood (Siegel, 2004). The therapy dog will give our counselor opportunities to talk with children that otherwise wouldn't open up about their situation. Children may find comfort in talking to the dog, and in turn, be willing to share with a teacher. Many children who experience emotional troubles often lack trust, and using the intervention of a dog may help the child to develop trust. Interacting with animals helps to decrease anxiety, manipulative/abusive behaviors, depression, increase self-esteem, self-worth, expression of feelings, and ability to trust (Chandler, 2001).

Reading to dogs can eliminate the fear of judgment for many children. Many studies have shown that students are able to improve their reading ability because of the increased motivation and

interest they have in reading with a dog. A study of the All Ears Program was conducted at the Veterinary School at the University of California-Davis, and it showed that school children that read aloud with a handler/dog team improved their reading skills by 12 percent compared to children who read with an adult only. (Paddock, 2010).

## **THERAPY DOG STANDARDS AND PROCEDURES**

The following requirements must be satisfied before a therapy dog will be allowed in school buildings or on school district property:

**Request:** At the request of the principal or the principal's designee, a handler who wishes to bring a therapy dog to school district property shall submit a completed written request form (Appendix A) to the Superintendent or the Superintendent's designee, for approval. The request shall be submitted for approval each school year and/or whenever the handler wishes to use a different therapy dog. Such approval may be rescinded at any time at the sole discretion of the Superintendent. Once the Superintendent or the Superintendent's designee approves the request, a plan for dog visits shall be developed with the Principal or the Principal's designee.

**Training and Registration:** The handler shall submit proof of registration as a therapy dog handler with each individual therapy dog he or she plans to bring to the school district. Such registration shall be from Therapy Dogs International (TDI) or such other therapy dog registering organization as determined by the superintendent. Such registration shall be from an organization that requires an evaluation of the therapy dog and handler prior to registration and at least every two years and shall remain current and in good standing at all times.

**Health and Vaccination:** The handler shall submit proof from a licensed veterinarian that the therapy dog is in good health and has been immunized against diseases common to dogs. Such vaccinations shall be kept current and up to date all times.

**Licensing:** The handler shall submit proof of licensure from the local dog licensing authority.

**Insurance:** The handler must submit a copy of an insurance policy that provides liability coverage for the work of the handler and therapy dog while the two are on school district property.

**Responsibility:** A therapy dog is the personal property of the handler and is not the property of the school district. The handler, including handlers that are employed by Hazel Park Schools, shall assume full responsibility for the therapy dog's care, behavior and suitability for interacting with students and others in the school while the therapy dog is on school district property.

## **DISTRICT RULES**

Once a handler has been approved by the Superintendent to bring a therapy dog on school

district property, such handler shall adhere to the rules of his/her registering organization and the following rules of Hazel Park Schools:

**Identification:** The handler and therapy dog shall wear appropriate identification issued by the registering organization identifying them as a registered handler and therapy dog. The handler shall bring only registered therapy dogs onto school district property and may bring only one such dog at a time. The handler shall not bring young children along to the school district when handling a therapy dog.

**Health and Safety:** The handler shall ensure that the therapy dog does not pose a health and safety risk to any student, employee, or other person at school and that the therapy dog is brought to the school district only when properly groomed, bathed, free of illness or injury and of the temperament appropriate for working with children and others in the schools.

**Supervision and Care of Therapy Dog:** The handler shall be solely responsible for the supervision and humane care of the therapy dog, including any feeding, exercising, and cleaning up after the therapy dog while the therapy dog is in a school building or on school property, shall not leave the therapy dog unsupervised or alone on school property at any time and shall limit the therapy dog's work to two consecutive hours at a time.. The school district is not responsible for providing any care, supervision or assistance to the therapy dog.

**Authorized Area(s):** The handler shall ensure that the therapy dog has access to only such areas of the school buildings or properties that have been authorized by school district administrators.

**Allergies and Aversions:** The handler shall remove the therapy dog to a separate area as designated by the school administrator in such instances where any student or school employee who suffers dog allergies or aversions is present in an office, hallway or classroom.

**Recordkeeping:** Volunteer handlers shall sign themselves and their therapy dog in upon arrival at any school and shall sign both out on departure from the building. Handlers who are school district staff shall sign in their therapy dog upon arrival and sign him/her out on their departure.

**Photographs:** The handler shall not take any photographs of students or staff without first obtaining a photo release.

**Fees and Gratuities:** The handler shall not charge a fee for the work they perform with the therapy dog, shall not borrow money or personal items or receive any personal gratuity, gift or tip, such as money or jewelry from students in the district.

**Multiple Therapy Dogs on Site:** The handler shall confirm whether or not there will be any other therapy dog(s) on site prior to scheduling any visit with a therapy dog and shall take steps with appropriate staff to ensure that the dogs do not engage inappropriately while on school property. When multiple therapy dogs are engaged in a planned activity on school district property, the handlers shall ensure that the dogs have an opportunity to greet each other prior to entering the school building. Once inside the building, the handlers shall ensure

that the dogs are each on a four-foot leash, given work space at least eight feet from each other and are given no opportunity for contact or socialization with each other while working.

**Damages and Injuries:** The handler shall assume full responsibility and liability for any damage to school property or injury to district staff, students or others in the school caused by the therapy dog.

**Exclusion or Removal from School District Property:** A therapy dog may be excluded from school district property Superintendent/Designee determines that:

- The handler does not have control of the therapy dog
- The therapy dog is not housebroken
- The therapy dog presents a direct and immediate threat to others in the school
- The therapy dog's presence otherwise interferes with the educational program.
- The handler shall immediately remove his/her therapy dog from school property when instructed to do so by a school administrator.

### **Student/Staff Notification**

- Once the handler and therapy dog has been approved by the Superintendent, a letter from the building administrator (Appendix B) must be sent to school families and staff notifying them that it has been recommended that a therapy dog come to school. A copy of that communication will also be forwarded to the Superintendent.
- Families/staff will have ten (10) days to notify the school of any concerns. If concerns are received that could not be addressed by the school, it is the responsibility of the building administrator to notify the Superintendent. If no concerns are received within the communicated deadline, the Superintendent will notify the handler that the request has been approved and the therapy dog can begin the next school day.

### **Methods of Implementation**

- The handler will meet any and all requirements of the district to be a volunteer in a school or on school property. This includes a cleared iChat and possibly background check.
- The therapy dog will be in the presence of its handler at all times to provide care, supervision and any and all assistance for the therapy dog.
- The handler and the therapy dog shall stay within the areas designated as safe for dog therapy, both inside and outside.
- If any student or school employee assigned to a classroom in which a therapy dog is permitted suffers an allergic reaction to the therapy dog, the handler of the therapy dog will be required to remove the therapy dog to a different location designated by the building administrator.
- The therapy dog must have appropriate identification identifying it as a therapy dog.
- The therapy dog must not disrupt the education process by barking, seeking attention or any other behavior.
- The therapy dog must not pose a health or safety risk to any student, employee or other person at school.

- The handler has sole responsibility for the therapy dog, including but not limited to feeding, exercising, and clean up.
- If decided as necessary, a kennel for the therapy dog will be on campus and placed in an area agreed upon by the handler and building administrator.
- The handler will provide age appropriate instruction to staff and students about how to appropriately interact with the therapy dog. Staff may assist with this instruction. This instruction will include but is not limited to the following:
  - verbal commands used with the therapy dog
  - any limit to number of students around the dog
  - Rewards or treats, if any
  - Time limits
- The therapy dog will be at school during school hours to walk around and greet students both inside and outside of the school.
- Teachers can sign up with the handler and/or building administrator to have the therapy dog come to their classroom at any time the handler and therapy dog are available. That process can be created by the handler and/or building administrator. That process may include a sign for doors (Appendix C) that indicates to the handler whether or not they currently want the therapy dog in their room.
- The handler and therapy dog should avoid students that are in crisis and/or emotional distress.

## REFERENCES

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Paddock, C. (2010, April 27). Dogs helped kids improve reading fluency. *Medical News Today*. Retrieved on October 14, 2014, from <http://www.medicalnewstoday.com/articles/186708.php>.

Siegel, W. L. (2004). The Role of Animals in Education. *Revision*, 27(2), 17-26.

**APPENDIX A**

**Handler Request to use Therapy Dog in School**

~~Board of Education Policy 8390 governs the use of therapy dogs in schools.~~ The request shall be submitted to the Superintendent of Schools (or Designee) for approval each school year and/or whenever the handler wishes to use a different therapy dog.

Date: \_\_\_\_\_ Name of Handler: \_\_\_\_\_

Handler Address: \_\_\_\_\_

Handler Phone Number: \_\_\_\_\_ Handler Email: \_\_\_\_\_

Name of Dog: \_\_\_\_\_ School where the Dog will be used: \_\_\_\_\_

Please describe, in detail, what the dog will do at the school?

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Please attach the following to this form:

- Proof of registration as a therapy dog handler with the individual therapy dog to be used (Note: Such registration shall be from an organization that requires an evaluation of the therapy dog and handler prior to registration and at least every two years)
- Proof from a licensed veterinarian that the therapy dog is in good health and has been immunized against diseases common to dogs. Such vaccinations shall be kept current and up to date all times.
- Proof of licensure from the local dog licensing authority.
- Copy of an insurance policy that provides liability coverage for the work of the handler and therapy dog while the two are on school district property.

Handler's Signature \_\_\_\_\_ Date \_\_\_\_\_

Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_

Superintendent's Signature \_\_\_\_\_ Date \_\_\_\_\_

**APPENDIX B**

Parent Consent for Therapy Dog Support

Hazel Park Schools will be implementing a therapy dog program. Research has shown that therapy dogs in schools can help build strong social emotional skills in students. A therapy dog presence has also been shown to reduce anxiety, help students work through anger management concerns, reduce bullying tendencies, and address other personal and social issues that all of our developing students deal with. There are specific goals of the therapy dog program:

- Increase empathy and compassion in all students
- Help students connect with something in the school setting and reduce anxiety
- Improve academic performance, while increasing confidence and self-esteem

Our therapy dog will be certified through the Therapy Dogs International (TDI) **or another certified organization approved by the Superintendent**. To belong to TDI, the dog must be tested and evaluated by a Certified TDI Evaluator. A dog must be a minimum of one (1) year old and have a sound temperament. Each dog must pass an TDI temperament evaluation for suitability to become a certified Therapy Dog. The test also includes the evaluation of each dog’s behavior around people in a variety of settings.

TDI has specific guidelines to meet cleanliness grooming requirements. TDI also requires regular veterinarian checks for registered Therapy Dogs along with regular evaluations to maintain certification.

*Please complete the form below acknowledging your preference as to whether you wish your child to have contact with the therapy dog.*

=====

Student’s Name: \_\_\_\_\_ Grade: \_\_\_\_\_

I understand that my child may have incidental or student-initiated contact with the school therapy dog. I understand that the Therapy Dog may be in my child’s room and may be part of the counseling process. I understand that this permission form will remain “active” during the years my child attends Hazel Park Schools. If I should change my mind regarding my child’s interaction and participation with the Therapy Dog, I understand I must provide this in writing to the school office. If this form is not returned to the district upon enrollment/start of the program 20235-20246 school year, you are giving permission for your child to participate in the Therapy Dog program.

- No, my child may NOT have contact with the Therapy Dog.
  - Due to Allergies
  - Fear of Dogs
  - Other

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you have questions please contact the building administrator at your child’s school.

# Yes, please!

Our classroom would love to have a visit from our therapy dog!



**No, thank you!**  
Our classroom will enjoy  
the therapy dog  
another time!

