

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

CALL TO ORDER

The Regular Meeting of the Hazel Park Board of Education was held at the Ford School Administration Office on January 28, 2015, and was called to order by President Nagy at 6:30 p.m.

ROLL CALL

Members Present: Nagy, Polowski, Hammonds, Hemple, Adkins, Hinton, Noth  
Members Absent: None  
Others Present: André, Barlow, Berger, Meisinger, Stefanski, Hazekamp, Paterson

INVOCATION

The Invocation was delivered by Pastor Barry David of the Landmark Community Church, and was followed by the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved by Mrs. Polowski, supported by Mrs. Noth, that the Agenda be approved as written.

Discussion

None

Roll Call Vote

Yeas: Polowski, Noth, Hammonds, Hemple, Adkins, Hinton, Nagy  
Nays: None

AUDIT OF THE BILLS

Moved by Mrs. Polowski, supported by Mrs. Hammonds, that the Bills dated January 13, 2015, be approved as follows: Capital Projects Funds – \$2,155.98; Special Revenue Funds – \$132,486.59; General Fund – \$1,838,907.40; Total Expenditures – \$1,973,549.97.

Discussion

None

Roll Call Vote

Yeas: Polowski, Hammonds, Hemple, Adkins, Hinton, Noth, Nagy  
Nays: None

## SPECIAL ORDER OF BUSINESS

1. Swearing in of Board of Education Members as elected members of the Hazel Park Board of Education for four-year terms
  - a) Laura Adkins
  - b) Beverly Hinton
  - c) Rachel Noth

Mr. James Meisinger, Superintendent, swore in newly appointed Board of Education Members Laura Adkins, Beverly Hinton, and Rachel Noth to the Hazel Park Board of Education for four-year terms ending December 31, 2018.

2. Students of the Month - Secondary
  - a) Sandra Martin (8<sup>th</sup> Grade) - Hazel Park Junior High School
  - b) Marques Hill (12<sup>th</sup> Grade) - Hazel Park High School

Superintendent Meisinger introduced each student, commented on their individual achievements and goals, and presented them with a certificate of achievement. He also asked family and friends of each student to stand and be recognized.

3. Board of Education Organizational Meeting

- A. Election of Officers

1. President

Moved by Mrs. Hammonds, supported by Mrs. Polowski, that Ricky Nagy be named President of the Board of Education for the 2015 calendar year.

Discussion

None

Roll Call Vote

Yeas: Hammonds, Polowski, Nagy

Nays: Hemple, Adkins, Hinton, Noth

Motion Failed.

Moved by Mrs. Hemple, supported by Mrs. Adkins, that Rachel Noth be named President of the Board of Education for the 2015 calendar year.

Discussion

None

Roll Call Vote

Yeas: Hemple, Adkins, Hinton, Noth

Nays: Polowski, Hammonds, Nagy

2. Vice-President

Moved by Mrs. Polowski, supported by Mrs. Noth, that Beverly Hinton be named Vice President of the Board of Education for the 2015 calendar year.

Discussion

None

Roll Call Vote

Yeas: Polowski, Noth, Hammonds, Hemple, Adkins, Hinton, Nagy

Nays: None

3. Secretary

Moved by Mrs. Polowski, supported by Mrs. Noth, that Sue Hemple be named Secretary of the Board of Education for the 2015 calendar year.

Discussion

None

Roll Call Vote

Yeas: Polowski, Noth, Hammonds, Hemple, Adkins, Hinton, Nagy

Nays: None

4. Treasurer

Moved by Mrs. Polowski, supported by Mrs. Hemple, that Rose Mary Hammonds be named Treasurer of the Board of Education for the 2015 calendar year.

Discussion

None

Roll Call Vote

Yeas: Polowski, Hemple, Hammonds, Adkins, Hinton, Nagy, Noth

Nays: None

B. County Appointments

1. Appointment of a Designate and an Alternate to aid on the budget of Oakland Schools and to elect members to the Board of Oakland Schools.

Moved by Mrs. Polowski, supported by Mrs. Hemple, that the Board of Education appoint Beverly Hinton as a Designate and Rose Mary Hammonds to aid on the budget of Oakland Schools and to elect members to the Board of Oakland Schools for the 2015 calendar year.

## Discussion

None

## Roll Call Vote

Yeas: Polowski, Hemple, Adkins, Hinton, Nagy, Noth

Nays: Hammonds

2. Appointment of a Board Member to the Oakland County School Board Legislative Committee.

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education appoint Beverly Hinton to the Oakland County School Board Legislative Committee Board for the 2015 calendar year.

## Discussion

None

## Roll Call Vote

Yeas: Polowski, Nagy, Hammonds, Hemple, Adkins, Hinton, Noth

Nays: None

C. Appointment of Attorneys

1. James Paterson, Board Counsel
2. Kotz, Sangster, Wysocki & Berg, Labor Counsel
3. Jackson Lewis, LLP, Labor Counsel
4. Giarmarco, Mullins & Horton, P.C., Labor Counsel
5. Howard L. Shifman, P.C., Labor Counsel
6. Clark Hill, PLC, General & Bond Counsel
7. Secrest Wardle Law Firm, Adair (Durant) Litigation

It is recommended that the Board of Education retain the services of the above attorneys for the 2015 calendar year.

Moved by Mrs. Polowski, support by Mr. Nagy, that the Board of Education appoint the above list of attorneys for the 2015 calendar year.

## Discussion

Mrs. Laura Adkins, Board Trustee, confirmed that the District is retaining the same counsel as last year, and that there are not changes in Attorneys since last year.

## Roll Call Vote

Yeas: Polowski, Nagy, Hammonds, Hemple, Adkins, Hinton, Noth

Nays: None

D. Appointment of Auditors

It is recommended that the Board of Education retain the services of Buss & Company, P.C. for the 2015 calendar year.

Moved by Mrs. Polowski, supported by Mrs. Hinton, that the Board of Education retain the services of Buss & Company, P.C. for the 2015 calendar year.

Discussion

Mrs. Sherrie Polowski, Board Trustee, verified with Superintendent Meisinger that he is recommending the District remain with the Buss & Company, P.C. auditors.

Mr. Ricky Nagy, Board Trustee, inquired about Buss & Company, P.C. fees. Mr. Meisinger stated that he believed they were close to the same.

Roll Call Vote

Yeas: Polowski, Hinton, Hammonds, Hemple, Adkins, Nagy, Noth

Nays: None

E. Bank Accounts

It is recommended that the Bank Accounts, as attached, be approved for the 2015 calendar year.

Moved by Mrs. Polowski, supported by Mrs. Hemple, that the board of Education approve the Bank Accounts for the 2015 calendar year.

Discussion

None

Roll Call Vote

Yeas: Polowski, Hemple, Hammonds, Adkins, Hinton, Nagy, Noth

Nays: None

F. Facsimile Signatures

It is recommended that the continuing resolutions be approved authorizing the use of facsimile signatures.

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education approve the necessary resolutions authorizing the use of facsimile signature for the 2015 calendar year.

Discussion

None

## Roll Call Vote

Yeas: Polowski, Nagy, Hammonds, Hemple, Adkins, Hinton, Noth

Nays: None

G. Authorization to Make Wire Transfers

It is recommended that authorization be given to the following personnel to make wire transfers:

1. Ryan Stefanski
2. Shirley Atcho
3. Ada Lynn Mirovsky

Moved by Mrs. Polowski, supported by Mrs. Hinton, that the Board of Education authorize Ryan Stefanski, Shirley Atcho, and Ada Lynn Mirovsky to make wire transfers for the 2015 calendar year.

## Discussion

Mrs. Rachel Noth, Board President, inquired about having three personnel assigned to make wire transfers. Mr. Meisinger stated that this has been the past practice and required by the bank.

Mrs. Beverly Hinton, Board Vice President, asked how long the three personnel will have the authorization to make wire transfers. It was stated that this could change once the Business Office hires permanent employees.

## Roll Call Vote

Yeas: Polowski, Hinton, Hammonds, Hemple, Adkins, Nagy, Noth

Nays: None

H. Complete the Board of Education Meeting Calendar through January 2016

**Hazel Park  
Board of Education Meetings  
February 2015 through January 2016**

*	<b>Monday, February 9, 2015</b>	<b>7:30 p.m.</b>
*	<b>Monday, March 9, 2015</b>	<b>7:30 p.m.</b>
	Monday, April 20, 2015	7:30 p.m.
	Monday, May 18, 2015	7:30 p.m.
*	<b>Monday, June 8, 2015</b>	<b>7:30 p.m.</b>
* **	<b>Monday, July 13, 2015</b>	<b>6:30 p.m.</b>
**	<b>Monday, August 17, 2015</b>	<b>6:30 p.m.</b>
	Monday, September 21, 2015	7:30 p.m.

	Monday, October 19, 2015	7:30 p.m.
	Monday, November 16, 2015	7:30 p.m.
*	<b>Monday, December 14, 2015</b>	<b>7:30 p.m.</b>
	Monday, January 18, 2016	7:30 p.m.

\* *Not the 3rd Monday*

\*\* *Meeting Time Change*

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education approve the above annual board meeting calendar through January 2016.

#### Discussion

None

#### Roll Call Vote

Yeas: Polowski, Nagy, Hammonds, Hemple, Adkins, Hinton, Noth

Nays: None

#### CONSENT AGENDA

1. Approval of Minutes – to be approved as written
  - a) December 19, 2014, Regular Meeting and Closed Session
  - b) January 9, 2015, Special Meeting
  - c) January 20, 2015, Special Meeting and Closed Session
  - d) January 21, 2015, Special Meeting and Closed Session
2. Notes of Appreciation – to be received and filed
  - a) The Family of David Hinz - Gratefully acknowledges the expression of sympathy from the Board of Education at the time of his father's death (Ralph Hinz).
  - b) The Family of Sherri Polowski - Acknowledges the expression of sympathy from the Board of Education at the time of her father's death (Chester Taylor).
3. Resignations/Retirements – to be received and filed
  - a) Edward Harpster - Informs the Board of Education his intention to retire Skilled Maintenance effective March 31, 2015.
4. Conference Reports – to be received and filed
  - a) **Jennifer Barrett-Benson**, Psychologist at Edison M.A.X., attended the "Michigan Association of School Psychologists" conference on October 27 – 28, 2014, in Novi. (Conference report submitted - Title 2, Part A funds)

- b) **Lenore Barshaw**, Teacher at Hazel Park High School, attended the “MDE Fall School Improvement Conference” on November 18, 2014, in Lansing. (Conference report submitted - Title 2, Part A funds)
- c) **Alicia Becker**, Teacher at United Oaks Elementary School, attended the “Grade Level Meeting for iTime and ELA” conference on September 15, 2014, at Hazel Park Schools Administration Building. (Conference report submitted - Title 2, Part A funds)
- d) **Alicia Becker**, Teacher at United Oaks Elementary School, attended the “Fountas and Pinnell Training” on September 22, 2014, at United Oaks Elementary School. (Conference report submitted - Title 2, Part A funds)
- e) **Alicia Becker**, Teacher at United Oaks Elementary School, attended the “Unpacking Fountas and Pinnell Assessments to More Effectively Assess Student Growth” conference on September 30, 2014, at United Oaks Elementary School. (Conference report submitted - Title 2, Part A funds)
- f) **Alicia Becker**, Teacher at United Oaks Elementary School, attended the “Improving Students’ Writing” conference on October 27, 2014, at Hazel Park Schools Administration Building. (Conference report submitted - Title 2, Part A funds)
- g) **Lisa Bernys**, Teacher at United Oaks Elementary School, attended the “Creating Compliant 504 Plans for students with Severe Allergies, Diabetes and Severe Medical Conditions” webinar on September 23, 2014, at United Oaks Elementary School. (Conference report submitted - Title 2, Part A funds)
- h) **Lisa Bernys**, Teacher at United Oaks Elementary School, attended the “Program Evaluation – School Improvement” conference on October 16, 2014, at Hazel Park Schools Administration Building. (Conference report submitted - Title 2, Part A funds)
- i) **Lisa Bernys**, Teacher at United Oaks Elementary School, attended the “Fall 2014 School Improvement Conference” on November 18, 2014, in Lansing. (Conference report submitted - Title 2, Part A funds)
- j) **Candice Bissonnette**, Teacher at Hoover Elementary School, attended the “Writing Pathways Assessment K-2” conference on August 14 and December 5, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- k) **Beverly Blair**, Teacher at Hazel Park Junior High School, attended the “Social Studies Assessment Practices” conference on December 2 and 16, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- l) **Melanie Claus**, Teacher at Edison M.A.X, attended the “Supporting Low Level Readers in the Content Area Classroom” conference on November 6 and December 10, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- m) **Jill Dauphin**, Teacher at Hoover Elementary School, attended the “Yoga Calm” conference on January 17, 2015, at Wayne State Oakland Center. (Conference report submitted - Title 2, Part A funds)



- n) **E. Yvonne Emlet**, Teacher at United Oaks Elementary School, attended the “CPI Edison M.A.X.” conference on January 6 – 7, 2015, at Edison M.A.X. (Conference report submitted - Title 2, Part A funds)
- o) **Elizabeth Flanigan**, Teacher at Hazel Park High School, attended the “Introduction to Sexuality HIV/AIDS for Secondary Teachers” conference on December 9 and 16, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- p) **Carlotta Gharra**, Teacher at Hoover Elementary School, attended the “Oakland County Fine Arts Council” conference on December 18, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- q) **Armen Gulian**, Speech Therapist at Jardon and Webb Elementary School, attended the “PODD 5 Day Advanced Training” conference on June 16 – 20, 2014, in Traverse City. (Conference report submitted - Title 2, Part A funds)
- r) **Scott Hanna**, Teacher at Webb Elementary School, attended the “Introduction to Sexuality HIV/AIDS for Elementary Teachers” conference on November 19, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- s) **Sarah Kurzhals**, Speech Therapist at Hoover Elementary School, attended the “Supporting Students with Language Delays in the CCSS” conference on January 12, 2015, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- t) **Jacob Linklater**, Teacher at Edison M.A.X, attended the “Introduction to Sexuality HIV/AIDS for Secondary Teachers” conference on December 9 and 16, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- u) **Courtney Malott**, Teacher at Hazel Par High School, attended the “Social Studies Assessment Practices” conference on December 2 and 16, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- v) **Lisa Mansour**, District Bilingual Instructor, attended the “WIDA English Language Development Standards” conference on December 5, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- w) **Lauren Osminski**, Teacher at Hazel Park Alternative High School, attended the “Common Core State Standards for Mathematics” conference on November 10 and December 15, 2014, at Wayne RESA. (Conference report submitted - Title 2, Part A funds)
- x) **Ryan Page**, Psychologist at Hazel Park Junior High School, attended the “Evaluation of SLD” conference on November 20, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- y) **Ryan Page**, Psychologist at Hazel Park Junior High School, attended the “Addressing Mental Health Needs in the Schools” conference on November 24, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)

- z) **Margaret Pease**, Teacher at Hazel Park High School, attended the “Best Strategies for using Mobile Learning Devices” conference on December 18, 2014, in Novi. (Conference report submitted - Title 2, Part A funds)
- aa) **Caryn Ross**, Teacher at Hazel Park High School, attended the “Best Strategies for using Mobile Learning Devices” conference on December 18, 2014, in Novi. (Conference report submitted - Title 2, Part A funds)
- bb) **Charles Sadler**, Teacher at United Oaks Elementary School, attended the “Nutrition – Enhanced EPEC K-5” conference on December 1, 2014, in Livonia. (Conference report submitted - Title 2, Part A funds)
- cc) **Nancy Sly**, Teacher at Hazel Park High School, attended the “Transforming Minds: National Art Standards” conference on January 10, 2015, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- dd) **Nancy Sly**, Teacher at Hazel Park High School, attended the “Oakland Schools Fine Arts Council” conference on December 18, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- ee) **Pamela Sparks**, Teacher at Hazel Park High School, attended the “Sam Rhine Genetics Update Conference” on November 4, 2014, at Seaholm High School. (Conference report submitted - Title 2, Part A funds)
- ff) **Heather Thick**, Counselor at Hazel Park High School, attended the “Counsel Holiday Breakfast/Lawrence Technological University Informational Luncheon” conference on December 5, 2014, in Southfield. (Conference report submitted - Title 2, Part A funds)
- gg) **Lori Wing**, Teacher at Hoover and Webb Elementary Schools, attended the “Oakland Schools Fine Arts Council” conference on October 28, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
- hh) **Lori Wing**, Teacher at Hoover and Webb Elementary Schools, attended the “Oakland Schools Fine Arts Council” conference on December 18, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)

5. Monthly Budgetary Report – to be received and filed

Moved by Mrs. Polowski, supported by Mrs. Hemple, that the Board of Education approve the consent agenda as presented.

Roll Call Vote

Yeas: Polowski, Hemple, Hammonds, Adkins, Hinton, Nagy, Noth

Nays: None

PUBLIC DISCUSSION - (Limited to items listed under “Unfinished Business” and “New Business”)

No Participants

## UNFINISHED BUSINESS

1. Board of Education Policy Book Revision  
5150 Technology Acceptable Use – Second Reading

Mr. Ryan Stefanski, Technology Director, asked the Board of Education to support the second reading of the Technology Acceptable Use Policy. This revision updates vocabulary, removes obsolete information and aligns the policy to support the one to one device submission.

**5150 TECHNOLOGY ACCEPTABLE USE**A. Staff Technology Code of Ethics and Rules for Technology Use

1. Employees acknowledge that the use of District technology is a privilege and with that privilege employees have no expectation of privacy in e-mail, data on a workstation, network communications, Internet use, telephone, voice mail, etc. and understand that use of this technology can be monitored electronically by District personnel at any time.
2. Employees will not make copies of software from school computers or networks.
3. Employees will not install any software on District computers without permission from the local building or District technology support staff.
4. Employees will not give computer software to others unless it is clearly identified as in the public domain, as freeware, or if employees have written permission from the copyright owner.
5. Employees understand that any illegal installation of copyrighted software on District computers is prohibited. The District upholds the copyright laws of the United States as it applies to computer programs or licenses owned by the District.
6. Employees will not knowingly or intentionally introduce a virus, worm, Trojan horse, **malware**, etc. into any computer system, **electronic device, or network**.
7. Employees will not try to obtain staff passwords and will not read or alter other users' files unless as a supervisor that knowledge is required to perform a job function.
8. Employees will not damage any computer systems, computer hardware, or alter files or software residing on any District computers.
9. Employees will not allow another user, staff or student, to use a computer while logged in with his/her ID.
10. Employees will not create or forward any type of chain mail (i.e. computer virus notification, good luck notices, etc.)

11. Employees will not try to gain unauthorized access to computers, servers or networks within or outside of the District.
12. Employees will not modify the existing hardware setup of any District technology without permission from local building technology support staff or District technology support staff. Employees will not use a ~~modem, or an Ethernet or wireless hub on a computer~~ **network switch, router, or wireless access point** without permission from District technology support staff.

It is each staff member's responsibility to report problems or malfunctions to the appropriate systems support personnel as soon as they occur.

Personal use of District technology on duty-free hours is acceptable within the parameters of legality, professional ethics and morality, notwithstanding the aforementioned prohibitions.

The following are illustrative of, (but not exhaustive of), inappropriate use of technology and violate District policy:

- Soliciting or fund raising for personal benefit and/or for causes not related to approved school business. Any district-wide emails must be approved through the Superintendent's Office (i.e. funeral announcements).
- Use of profanity or inappropriate language
- Personal advertising including advertising one's outside commercial/business activities
- Use of technology or networks in an illegal or unethical manner
- Accessing pornographic material
- Any use of the District network that ~~hampers~~ **impedes** District operations
- Creation of a ~~home page~~ **web site** on a District owned **computer or** server without proper identification and authorization
- Use of District time for personal/~~nonwork~~ **non-work** related access by staff members
- Activities of any type that are illegal or violate other board policies
- Unauthorized disclosure, use, and dissemination of personal information regarding minors

Hazel Park Schools may at any time make determinations that particular uses of the Internet are or are not consistent with the goals of the Hazel Park Schools.

It is the responsibility of staff to monitor all technology use for students that they are supervising.

Violation of the policy and/or regulation may result in disciplinary action taken in accordance with Hazel Park policy, up to and including termination and/or legal **action**.

Some examples of non-violations:

- Any school-related club, organization, activity email
- Tickets for sale to benefit a school program
- Activities that benefit the ~~Hazel Park Educational Foundation~~ **Promise Zone**

Some examples of violations:

- Tickets for sale (personal)
- Use of phone or Internet to run a travel agency or other business
- House for sale
- Advertising a personal business despite being told not to (deck washing, etc.)
- Repeated installation of software
- Accessing pornography
- Installation of p2p software applications

#### B. Student Technology Code of Ethics and Rules for Technology Use

1. The Board of Education recognizes the major shifts in everyday life and the workplace resulting from the influences of new technologies and telecommunications. The changes brought about by these innovations directly impact our responsibilities to educate students in preparing them to assume responsible and productive roles as parents, citizens and workers in society. Most profound of these changes are the means by which information is accessed, processed and communicated. These changes will alter instruction and student learning. The Board of Education supports access of students to resources or information previously directly unattainable and the development by the staff of appropriate skills to analyze and evaluate such resources.
2. The immediate access to information by way of technology expands the sources of information and alters the process by which information and material is made available to students. In the past, instructional and library media materials could easily be screened prior to use by committees of school personnel and community members using reasonable selection criteria. Instructional materials were selected based upon their consistency with the adopted Hazel Park Curriculum reflecting the instructional needs, learning styles, abilities and developmental levels of students. Telecommunications will open classrooms to electronic informational resources which have not been screened by educators and selection committees for use by students of various ages. **In accordance with the Children's Internet Protection Act (CIPA), Hazel Park Schools has filtering in place to greatly diminish the likelihood of students accessing inappropriate Internet materials.**
3. Central to access and distribution of information through electronic means is appropriate and responsible use of the media. The purpose for incorporating telecommunications and technology into the classroom is to enhance established educational goals. Consequently, it becomes fundamental for the staff to provide instruction for students in research and presentation skills to determine selection of instructional materials and the electronic demonstration of learning as to their appropriateness in accomplishing these stated goals.

4. Student behavior in using telecommunications and other forms of technology is governed by the same rules applicable to general school conduct and behavior. Access and use of telecommunications and other forms of technology are viewed as a privilege, not as a right. Codes of Conduct **and District Processes and Procedures** regulating student behavior are established for each building appropriate for each grade level. Further, all users of technology must comply with the policies, rules and regulations adopted by the Hazel Park Schools and those outlined by ~~Merit and moa.net~~ **Oakland ISD and their affiliated Internet Service Provider(s)**. Students and teachers should refer to these documents to judge the appropriateness of individual behaviors.
5. Independent use of telecommunications and electronic information sources will be permitted only after the recommendations of educational personnel and receipt of permission forms and agreements signed by parents/guardians and by students themselves. Independent use of telecommunications and electronic information sources occurs when the individual student controls the technology and makes independent decisions as to what sites are accessed or what information is transmitted or received.
6. The Hazel Park School District supports and respects each family's right to decide whether or not to apply for independent use. Access to telecommunications will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with people throughout the world. The Board of Education believes that the benefits to students from accessing informational resources, and opportunities for collaboration, exceed the disadvantages. Ultimately, parents and guardians of minors are responsible for seeking and conveying the standards that their children should follow when using media and information sources.
7. The use of telecommunications (including e-mail) or any technology equipment by the staff of Hazel Park Schools shall be governed by the same standards that apply to students. Illegal, fraudulent or criminal use of the equipment or communication channels is prohibited and contrary to Board of Education Policy.
8. ~~The Hazel Park School District recognizes the increasing reliance by families on electronic communication devices. In accordance with MCL 380.1303 (2) the Board of Education has adopted a policy which allows students to possess cell phones, pagers, and other personal electronic communication devices subject to the following regulations:~~
  1. ~~Personal electronic communication devices cannot be turned on during the period of time beginning 15 minutes before the start of school until 15 minutes after the end of student's school day.~~
  2. ~~During the time period specified above, personal electronic communication devices are to be kept out of sight in a pocket, purse, backpack or similar location. They may not be worn on a belt or other easily visible location.~~
  3. ~~The administrators in each building shall develop rules which address enforcement of this policy in a manner appropriate to the age of the students affected.~~

**8. The Hazel Park School District is compliant with CIPA (Children's Internet Protection Act) regulations including:**

- **Preventing user access over its network to, or transmission of, inappropriate material via Internet, electronic mail or other forms of electronic communications.**
- **Preventing unauthorized access and other unlawful online activity.**
- **Preventing unauthorized online disclosure, use or dissemination of personal identification of students.**

**9. Pursuant to Federal law, students shall receive education about the following:**

- **Safety and security while using email, chat rooms, social media, and other forms of electronic communications.**
- **The dangers inherent with the online disclosure of personally identifiable information.**
- **The consequences of unauthorized access such as hacking, cyberbullying and other unlawful or inappropriate activities by students online.**

Second Reading 01/28/15

Moved by Mrs. Polowski, supported by Mrs. Hemple, that the Board of Education approve the Board Policy Book Revision, 5150 Technology Acceptable Use, for the Second Reading.

Discussion

None

Roll Call Vote

Yeas: Polowski, Hemple, Hammonds, Adkins, Hinton, Nagy, Noth

Nays: None

NEW BUSINESS

1. Collective Bargaining Update

Mr. James Meisinger, Superintendent, informed the Board of Education that he and his negotiation team are working to expedite the collective bargaining negotiations process. He shared that dates that he and his negotiation team will be meeting with each collective bargaining group.

## 2. Schools of Choice – Second Semester

Mr. James Meisinger, Superintendent, stated that second semester Schools of Choice (SOC) kept the enrollment office busy with a steady flow of families during the ten day enrollment window. Mr. Meisinger asked Mr. Michael Barlow, Curriculum Director, to assist with the SOC numbers from second semester. Mr. Barlow informed the board that thirty-nine students enrolled during the enrollment period. For those newly enrolled students the district will receive revenue in the amount of \$29,250

Mrs. Sue Hemple, Board Secretary, reviewed the fall and second semester numbers with Mr. Barlow.

## 3. Financial Plan of Action Update

Mr. Charles Hazekamp, Interim Chief Business Official, reviewed the financial progression for the Board of Education. He indicated that he and Plante Moran are working on the 45 – 90 day cash flow; in addition he and Robert Moore, Deputy Superintendent of Finance & Operations of the Oakland Intermediate School District, are working on state grants, PA18 funds with the ISD, budget amendment, and the Deficit Elimination Plan (DEP). Mr. Hazekamp thanked Lynn Mirovsky, Mona Soulyrette and Ryan Stefanski for their indispensable assistance.

Mr. James Meisinger, Superintendent, thanked Mr. Hazekamp for stepping in and assisting the District through this financial crisis.

Mrs. Rachel Noth, Board President, informed Mr. Hazekamp that she is ready to have a work-session once he has himself more familiar with District finances.

## 4. Promise Zone Update

Mr. Michael Barlow, Director of Curriculum, updated the Board of Education in the absence of Ms. Kayla Roney, Promise Zone Director. Mr. Barlow spoke about the Skilled Trades event that will be occurring Thursday, January 29, 2015 at the high school for all who may be interested. He reminded the Board of Education of the second annual Race to College dinner that will be held February 28, 2015 at the Hazel Park Raceway. Tickets are available from several individuals, \$50 per person.

## 5. Board of Education Policy Book Revision 2290 Code of Ethics – Governing Relationships of Members of the Board of Education and the Superintendent of Schools – First Reading

Ricky Nagy, Board Trustee, asked the Board of Education to support the first reading of the Code of Ethics – Governing Relationships of Members of the Board of Education and the Superintendent of Schools. The revision reflects minor policy changes that were made during the recent Board Policy Revising Sub-Committee and one recommended change by Mr. James Paterson, Board Counsel.



2290 **CODE OF ETHICS - GOVERNING RELATIONSHIPS OF MEMBERS OF THE BOARD OF EDUCATION AND THE SUPERINTENDENT OF SCHOOLS**

(1) General Statement of Belief:

The Board of Education should delegate the administrative functions of the school to its executive office - - the Superintendent of Schools - - and through the Superintendent to other administrative officers, instructional and non-instructional personnel.

That decisions affecting the complex problems of organizing, of administering, of developing the curriculum, and of securing financial support for the schools should be made in terms of "*what is best for the child, society, and the nation*" to the end that each child shall receive the best possible education in relation to his/her abilities, interests, and potentialities.

That the development of effective public education demands that the rights, duties, and responsibilities of the Board of Education, and the Superintendent shall be recognized and that appropriate relationships shall be established and observed as presented herewith.

(2) Board Members shall:

- a) Recognize the function of the Board of Education as being legislative and judicial.
- b) Delegate executive responsibilities to the Superintendent of Schools and through the Superintendent to other administrative and staff personnel the function of administering the schools in accordance with statutory law, requirements prescribed by the State Constitution, the Michigan Department of Education, and the adopted policies of the Board of Education.
- c) Require that the policies adopted by the Board of Education shall be codified, made available, and kept up-to-date as required by periodic reexamination.
- d) Require that the administrative rules, regulations or procedures shall be in harmony with Board of Education policy, codified, made available, and kept up-to-date.
- e) Act on legislative and judicial matters only after seeking and receiving pertinent information, after receiving the Superintendent's recommendation and after full discussion by the Board of Education.
- f) Recognize that Board of Education members should act in what is conceived to be the best interests of the entire community.
- g) Recognize that authority to act rests with the entire Board of Education and that business shall be transacted only in official meetings.
- h) Refrain from making commitments to individuals or organizations as an individual member of the Board of Education.

- i) ~~Subordinate~~ **Separate** personal differences in order that actions of **a the** Board may be effective.
- j) Recognize that actions of a Board remain in effect until modified.
- k) Require that meetings of the Board of Education be conducted on the basis of a planned agenda prepared by the Superintendent of Schools and the Board Secretary and/or President in accordance with Board Policies and made available together with pertinent information relative to items on it to members of the Board for study prior to the Board meeting.
- l) Submit items to be placed on the agenda in ample time so that the Superintendent of Schools may assemble information bearing on the subject.
- m) Require the Superintendent of Schools ~~to~~ keep the Board continuously and adequately informed concerning the school program, its problems, current and anticipated, so that the Board may operate in conformity with General School Laws.
- n) Keep the Superintendent and fellow members of the Board of Education advised of community reaction to the school program and to school policies.
- o) Listen courteously to citizens with questions and complaints, referring them to an appropriate member of the schools' staff in accordance with the policies of the Board of Education.
- p) Refer personal requests and criticisms by employees directly to the appropriate administrative officer in accordance with the policies of the Board of Education.
- q) Act on the selection, assignment, transfer, promotion, demotion or dismissal of school personnel - both certificated and non-certificated - only after submission of a recommendation by the Superintendent. (If a recommendation of a new employee by the Superintendent of Schools is not accepted by the Board, the Superintendent shall be requested to make another recommendation.)
- r) Participate in County, Regional, State, and National Associations of School Board members.
- s) Vote to employ the most competent person available for the position of Superintendent of Schools after a careful canvass of all available candidates.
- t) Support the Superintendent of Schools as an administrator of Board of Education policies.
- u) Hold the Superintendent responsible for acceptable standards and results in the operations of the school system.
- v) Determine reasonable terms and conditions of administrative office and performance and in case of dissatisfactions with the services of a school administrator -

- (1) Prepare a written, clear-cut statement of any dissatisfaction or deficiencies and arrange a mutual discussion of any deficiencies.
  - (2) Allow an agreed upon period of time for the administrator to correct stated inadequacies.
  - (3) Allow opportunity for the administrator to meet with the Board prior to any final decision regarding termination of his/her services. At this point, the Board shall indicate deficiencies, in writing, and the administrator shall have the right to be represented by counsel.
  - (4) Give at least ~~six months~~ **90 days** notice to the Superintendent of Schools prior to the end of a contract period if appointment as Superintendent is not to be continued.
  - (5) In the event that the Board may wish to terminate the services of an administrator, notification of non-renewal shall be in accordance with those conditions prescribed and set forth in law and negotiated contracts.
- w) Work with others on the Board to ~~crystallize~~ **come together** ~~the~~ **with** educational ideals, values, and goals of the community into concepts of policy and see to it that these are translated into actual practice by the Superintendent and the staff.
- x) Recognize their responsibility to work with elected County, State, and National officeholders to see that educational needs of youth are met.
- (3) The Superintendent shall:
- a) Refrain from terminating his/her contract with a Board of Education without reasonable notice to the Board.
  - b) Respect the legislative and judicial functions of the Board of Education.
  - c) Serve as the executive officer of the Board. Attend all meetings of the Board except when matters concerning the Superintendent's employment are under consideration.
  - d) Formulate, with members of the school staff, Board of Education, and ~~lay~~ **community** groups, recommendations to be made to the Board of Education.
  - e) Present to the Board of Education for its advice, counsel, and approval administrative rules, regulations or procedures implementing the policies of the Board.
  - f) Keep the Board of Education continuously and adequately informed concerning school programs and problems - current and anticipated - as provided in General School Laws.
  - g) Accept items of importance to be placed on the agenda from members of the Board of Education and others, together with pertinent information relative to items on the agenda in accordance with the policies of the Board of Education.

- h) Recommend for employment only the best qualified candidate for any position. (In case of Board failure to appoint a person recommended, another recommendation shall be submitted.)
- i) Work cooperatively with the Board in formulating an organized program for the inservice education of members of the school staff.
- j) Make objective recommendations with adequate supporting data to the Board of Education in regard to cases of assignment, transfer, promotion, demotion, non-renewal of contract or dismissal.
- k) Interpret official actions of the Board of Education to school employees and community groups in a faithful, accurate, and objective manner.
- l) Provide an effective means of communication to and from the Board of Education for employees and community groups. Establish, in cooperation with the Board, a program of school-community relations which leads to ~~a two way flow of~~ understanding, cooperation, and mutual support.
- m) Increase efficiency and effectiveness through advanced study and through participation in professional organizations and professional conferences.
- n) Assume joint responsibility with the Board of Education for fiscal problems involving the relationships of the district to Local, County, State, or Federal units such as **National Spot Exchange Limited** ~~asset~~, and recommend to the Board of Education the purposes and scope of the educational program.
- q) Provide the Board of Education, with the cooperation of the staff, an appraisal of the effectiveness of the instructional program; **and make** ~~making~~ recommendations for further improvements.
- r) Assume responsibility for the development of an adequate program for the maintenance of school plant facilities, and present a program for meeting long-range building needs.
- s) ~~Recognize that administrative leadership can be exercised best by giving direction and balance to the thinking of the Board rather than by making decisions for or on behalf of the Board.~~

First Reading 01/28/15

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education approve the Board Policy Book Revision, 2290 Code of Ethics – Governing Relationships of Members of the Board of Education and the Superintendent of Schools, for the First Reading.

Discussion

None

## Roll Call Vote

Yeas: Polowski, Nagy, Hammonds, Hemple, Adkins, Hinton, Noth

Nays: None

## RECOGNITION/COMMENDATION

1. Mary Pirkola, Assistant Child Care Supervisor and GSRP Program Coordinator, would like to commend **Connie Lemon, Katelyn Campbell, Kayla Roberts, and Tracy Steen** for the exemplary work they do for the children and families in our GSRP classrooms and for sharing their knowledge and skills with early childhood professionals throughout the Detroit metropolitan area. These four GSRP teachers presented to a crowd of 150+ early childhood professionals at the Michigan Early Childhood Collaborative Conference in Dearborn on Friday, January 23, 2015. The workshop, "I have no friends here! Supporting child who struggle to make friends," was developed by the teachers using experience from their own work in the Hazel Park GSRP classrooms. Video and photos used to support participant understanding of the concepts were taken in their classrooms by Jennifer Champagne from Oakland Schools. The video and photos will continue to be used by Oakland Schools in professional development for early childhood practitioners throughout Oakland County. I am very impressed with the work Connie, Katelyn, Kayla and Tracy do every day teaching the children in our GSRP classrooms, collaborating with their colleagues, and supporting parents. They are to be commended for supporting their children in building an inclusive classroom community, working hard on their own time to document the many ways they support children struggling to build friendships and develop positive classroom behavior, and sharing their knowledge and skill with the larger early childhood community.
2. Mary Pirkola, Assistant Child Care Supervisor and GSRP Program Coordinator, would like to thank **Kirsten Hammond** and the employees of United Shore, 1414 E. Maple, Troy for the generous donation of 44 new coats for our children. Our children are proudly wearing their new warm coats and their families are extremely grateful for the generosity of the employees of United Shore.
3. Mary Pirkola, Assistant Child Care Supervisor and GSRP Program Coordinator, would like to thank **Kirsten Hammond** and the employees of United Shore, 1414 E Maple, Troy for adopting 11 of our GSRP families for the holidays. Employees of United Shore delivered boxes of wrapped gifts for the 11 families on December 17. Families receiving the donations were extremely grateful for the kindness and generosity of the employees of United Shore.
4. Webb Elementary - has the "can" do Spirit! The Webb community embraced the spirit of the giving season during the Hazel Park. Holiday Basket canned food drive. The PTA challenged the school with an incentive for a school-wide pizza party if we topped last years total of 2875 cans. Mr. Knapp added an ice cream treat to the pizza party if we topped the 3000 mark. The Webb Community collected a grand total of 3405. The special pizza party will take place on January 22. Thank you to all that donated items for the Holiday Baskets.

## PUBLIC DISCUSSION

1. Michael Vandever - Mr. Vandever introduced to the Board of Education a new organization in the city named Hazel Park Creative Arts. This organization will help the school and city art programs flourish.  
23321 Powell Ave  
Hazel Park
2. Ed Bullock - Mr. Bullock stated that he feels parents in the community are not fully aware of the Promise Zone. He would like the District to get the word out better. He would like to see more information on the cable channel, especially regarding the district financial matter.  
933 E. Robert  
Hazel Park

## BOARD MEMBER AND ADMINISTRATION COMMENTS

1. Beverly Hinton - Mrs. Beverly Hinton, Board Vice President, congratulated selected high school students who received awards in the art program. She announced a Youth Assistance Parent Workshop will begin March 4, 7:00 – 9:00 p.m. at Hazel Park High School. Forms are available in every school for this parenting event. Hazel Park Fire Fights Bowl-a-Thon on February 14.  
Board Vice President
2. Rachel Noth - Mrs. Rachel Noth, Board President, announced the Loins Club bowling fundraiser on Saturday, February 7, at 7:00 p.m., at Hazel Park Bowl.  
Board President

## ADJOURNMENT

Moved and supported that the meeting be adjourned at 7:26 p.m.

Unanimous approval.

Respectfully submitted,

Sue Hemple, Secretary  
Hazel Park Board of Education