

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 March 21, 2016, and was called to order by President Noth at 7:20 p.m.

ROLL CALL

Members Present: Noth, Hinton, Hemple, Hammonds, Adkins, Nagy, Polowski  
Members Absent: None  
Others Present: Berger, Kruppe, Romzek, Stefanski, 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 (Action Item)

Moved by Mrs. Hemple supported by Mrs. Hammonds, that the Agenda be approved with the following addition under "SPECAIL ORDER OF Business": add item E. Recommendation to Hire Community School Representative, (FTE 0.50).

Discussion

None

Roll Call Vote

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

PUBLIC COMMENT

No Participants

**SPECIAL ORDER OF BUSINESS****A. Students of the Month**

*March **Responsibility** Students of the Month:* a student that does what they are supposed to do, they plan ahead, diligent, persevere, do their best, exhibits self-control, they think before they act, accountable for their words, actions, and attitudes and set a good example for others.

Superintendent Kruppe interviewed each of the students before the Regular Board of Education meeting. Pictures were taken with the students, Dr. Kruppe and available Board of Education members. At the Regular Board of Education Meeting, Dr. Kruppe introduced each student, presented them with a “Responsibility” certificate, and board members congratulated the students on their achievement.

*Hoover Elementary School*

- 1) Hannah Russell (1st Grade)
- 2) Caleb Kerce (3rd Grade)
- 3) Youra Yasser (4th Grade)

*United Oak Elementary School*

- 1) Anthony Klingensmith (Kindergarten)
- 2) Matthew Garner (2nd)
- 3) Landon Davinich (5th Grade)

*Webb Elementary School*

- 1) Azarai Dinh-Gibbs (1st Grade)
- 2) Stephanie Borowicz (3rd Grade)
- 3) Madison Curtin (4th)

*Hazel Park Junior High School*

- 1) Brooklyn Weiss (6th)
- 2) Sally Eisho (7th)
- 3) Melanie Love (8th)

*Hazel Park High School*

- 1) Erik Reyna (9th Grade)
- 2) Jacob Houghton (12th Grade)

*Jardon*

- 1) Erik Smith

**B. Hazel Park High School 2016 Varsity Basketball Team**

Superintendent Kruppe and Dr. David Muylaert, Athletic Director, spoke about the 2016 Varsity Basketball Team and their accomplishments. Dr. Kruppe introduced each student, presented them with a certificate, and board members congratulated the students on their achievement.

- 1) Carl Bow
- 2) David Hearn
- 3) James Jenkins
- 4) Devin Pettus
- 5) Kamri Hill
- 6) Cameron Boatman
- 7) Andrew Mendoza
- 8) Kyle Washington
- 9) Malik Allen-Johnson
- 10) Jeremiah Williams

C. Hazel Park Employee of the Month

- 1) Rachel Keeton, Hazel Park High School Custodian

Dr. Amy Kruppe, Superintendent, introduced Mrs. Rachel Keeton, March Employee of the Month. She thanked Mrs. Keeton for her dedication to Hazel Park Schools and always going above and beyond. Mrs. Keeton thanked the Superintendent, administration and the Board of Education for this recognition.

a) Employees of the Month Honorable Mention

- (1) Sarah Bean, Webb Elementary School Paraprofessional
- (2) Karen Converse, Hazel Park Junior High Teacher
- (3) Cheryl Hayes, Athletic Secretary
- (4) Tamera Jones, Advantage Paraprofessional
- (5) Tina King, Alternative Education Social Worker
- (6) Carla Kinyon, Hazel Park Junior High Counselor
- (7) Darrin Matthews, Technology Technician
- (8) Blair Trombly, Advantage Teacher

D. Michigan Association of School Boards – Award of Merit

- 1) Rose Mary Hammonds

Dr. Amy Kruppe, Superintendent, introduced and thanked Mrs. Rose Mary Hammonds for her dedication to the Hazel Park Board of Education. Dr. Kruppe stated that Mrs. Rose Mary Hammonds has earned her Award of Merit by attending all the CBA Classes and earning 45 Education Credits.

E. Recommendation to Hire a Community School Representative, FTE 0.50

Moved by Mrs. Hemple supported by Mrs. Hammonds, that the Board of Education approve the recommendation to hire a Community School Representative, FTE 0.50.

Discussion

None

Roll Call Vote

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

Nays: None

**CONSENT AGENDA (Action Items)****A. Approval of Minutes**

- 1) February 2, 2016, Special Meeting
- 2) February 14, 2016, Special Meeting
- 3) February 29, 2016, Regular Meeting and Closed Session

**B. Monthly Financial Reports**

- 1) Cash Balances Report
- 2) Electronic Fund Transfers Report
- 3) Check Register
- 4) Cash Receipts Register
- 5) Budget Actual Financial Report
- 6) Deficit Elimination Plan Budgetary Control Report

**C. Leave of Absence**

- 1) Maria Lemon, H.P.P.A. Paraprofessional, Webster Preschool Center, requests a Leave of Absence

**D. Resignations/Retirements**

- 1) Leslie Baker, H.P.A.S.A. Principal, Hoover Elementary School, intends to retire effective July 1, 2016
- 2) Samira Gumma-Swiatkowski, H.P.E.A. Psychologist, Edison M.A.X., intends to resign effective June 30, 2016
- 3) Christine Morrill, H.P.P.A. Paraprofessional, Edison M.A.X., intends to resign effective February 22, 2016

**E. New Hire Personnel Recommendations**

- 1) Jamie Buczko, Unaffiliated (FTE .50), Community School Representative, effective date of hire March 16, 2016
- 2) Lisa Chrouch-Johnson, Unaffiliated (FTE 1.0), Community School Representative, effective date of hire March 16, 2016
- 3) Mary Hartman, H.P.P.A. Paraprofessional, Hoover Elementary School, effective date of hire and seniority March 15, 2016

**F. Recalls**

- 1) Celia Boswell, A.F.S.C.M.E. Custodian, various locations, effective date of recall March 14, 2016

**G. Additional Assignments**

- 1) Lucy Daccache, H.P.P.A. Paraprofessional (ESL), United Oaks Elementary School, effective March 15, 2016
- 2) Jason Guthrie, H.P.E.A. Teacher, Hazel Park High School, teaching Science during his Planning and Conference (P/C) period
- 3) Scott Guthrie, H.P.E.A. Teacher, Hazel Park High School, teaching Science during his Planning and Conference (P/C) period
- 4) Pamela Sparks, H.P.E.A. Teacher, Hazel Park High School, teaching Science during her Planning and Conference (P/C) period

- 5) Amy Zitzelberger, H.P.E.A. Teacher, Hazel Park High School, teaching Science during her Planning and Conference (P/C) period

#### H. VALIC 401(a) Plan Amendment

##### I. Conference Requests

- 1) District Pre-Conference Approval Requests Report
- 2) 2016 MSBO Conference – Daniel Romzek and Josephine Petitta

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

Mrs. Sue Hemple, Board Secretary, and Dr. Kruppe held a brief discussion regarding the Community School Representatives positions.

#### Roll Call Vote

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

Nays: None

#### UNFINISHED BUSINESS

##### A. Board of Education Policy Book – Neola of Michigan (Action Item)

- 1) 0000 Governance – Second Reading

Moved by Mrs. Polowski, supported by Mrs. Hemple, that the Board of Education approve the Second Reading of the 0000 Governance Policy.

#### Discussion

None

#### Roll Call Vote

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

Nays: None

- 2) 6000 Finances – Second Reading

Mrs. Laura Adkins, Board Trustee, held a discussion with Dr. Amy Kruppe, Superintendent and Daniel Romzek, Assistant Superintendent of Business & Operations, regarding the Finances policy/guidelines. Mr. Romzek stated he would send the Board of Education the “draft” of the policy tomorrow that was recently received from Neola. Dr. Kruppe explained that the Board of Education would not be voting on the guidelines; they are for review, only.

#### NEW BUSINESS

##### A. Promise Zone Update (Informational Item)

Mrs. Kayla Roney-Smith, Promise Zone Director, updated the Board of Education, administration and community on the recent Promise Zone events:

- She thanked everyone who supported the Promise Zone Race to College fundraiser and gave a special thank you to alumni students who spoke on the student panel, the Hazel Park Jazz Band and the cast of the Hazel Park High School Musical, *Little Shop of Horrors*.
- There are an additional six new slots for eleventh grade students to attend the Cranbrook Horizons Upper Bound program for the summer session.
- Hazel Park Career Fellowship Program application remains open; all applicants need to complete the online application.
- Chrysler UAW Co-operative Program talks are underway with Dr. Kruppe and herself.
- Free Application for Federal Student Aid (FAFSA) must be completed by all students to plan to attend college in the fall.
- If a student transfers colleges they must notify the Promise Zone; otherwise it could confuse payment.
- Students will be receiving financial award notifications. This notification can come via US Postal Service or can be posted to a student's online account.

B. Business Update (Informational Item)

Daniel Romzek, Assistant Superintendent of Business & Operations, gave the Board of Education an update on the Michigan Preliminary Review. He stated that the officials from the Michigan Treasury Office of School Review and Fiscal Accountability have begun the Preliminary Review process of the School District's data, as required by Public Act 436 of 2012. Under the statute, the Department shall provide an interim report of its findings to the school district within 20 days following the commencement of the preliminary review. The Department had a few questions regarding Schools of Choice within our District. Within five (5) days after the interim report is provided to the School District, the School District has an opportunity to provide comments. Thereafter, the Department shall prepare and provide a final report detailing its preliminary review to the state Emergency Loan Board within 30 days following commencement of the preliminary review.

Mr. Romzek stated that the District is in the process of finalizing the facility assessment with the architectural/engineering consulting team from Partners in Architecture. He stated that he and Dr. Kruppe have participated in a number of meetings to review and discuss preliminary findings of this facility assessment.

Mr. Romzek stated that the District is in the process of finalizing the Request for Proposals (RFP) for food services for the 2016/2017 year based on the direction provided by the Board at its February 29, 2016 meeting. Once the Request for Proposal (RFP) has been completed, it will go to the Michigan Department of Education (MDE) for its approval, and then can be released to bidders. We anticipate releasing the RFP at the end of March, with proposals due in late April. We expect to recommend a contract award to the Board on May 16, 2016 and be ready for the Summer Meal Program.

C. 2015/16 Budget Amendment (Action Item)

Daniel Romzek, Assistant Superintendent of Business & Operations, reviewed the 2015/16 Budget Amendment and recommended that the Board of Education adopt the amendment, as presented. He explained the General Fund Budget Summary and the Financial Forecast for Deficit Elimination hand out.

Moved by Mrs. Adkins, supported by Mrs. Hemple, that the Board of Education approve the 2015/16 Budget Amendment, as presented.

Discussion

None

Roll Call Vote

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

Nays: None

D. 2016/2017 Transportation Management and Maintenance Service Resolution – Ferndale School District (Action Item)

Daniel Romzek, Assistant Superintendent of Business & Operations, reviewed the resolution prepared by Clark Hill for the 2016/2017 Transportation Management and Maintenance Service Resolution – Ferndale School District. He recommends the Board of Education adopt this resolution as proposed.

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education approve the 2016/2017 Transportation Management and Maintenance Service Resolution – Ferndale School District, as proposed.

Discussion

None

Roll Call Vote

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

Nays: None

E. Dearborn Speech, Sensory and ABA Center Contract (Action Item)

Dr. Amy Kruppe, Superintendent, stated that the District had to enter in a independent contract with the Dearborn Speech, Sensory and ABA Center to assure that the District would remain in compliance with all our special students since the part time pathologist resigned from the District.

Moved by Mrs. Polowski, supported by Mrs. Hammonds, that the Board of Education approve the one-year contract with Dearborn Speech, Sensory and ABA Center, as presented.

## Discussion

None

## Roll Call Vote

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

Nays: None

F. Peer-to-Peer Grant – Edison M.A.X. (Informational Item)

Dr. Judy Berger, Director of Student Services, stated that Edison M.A.X. received a \$5,000 grant from Panasonic Automotive in Auburn Hills, to participate in a Peer-to-Peer-Grant Program with the Alternative High School. The Peer-to-Peer Program is an evidence based socialization program for students with autism, to help strength them socially and academically. The program has now been expanded to all programs with students with disabilities. The grant will be used to transport the Alternative High School students to the Edison M.A.X. Program.

G. Superintendent Update

## 1) Summer School Discussion (Action Item)

Dr. Amy Kruppe, Superintendent, reviewed each of the Hazel Park Summer Schools Programs with the Board of Education. She stated that she recommends approval to establish K -12 summer school programs this summer. The cost of summer school will be covered by Title I and 31A funds. It is found that students suffer during the summer from a loss of academic growth. Additionally, we need to offer our students a place to go during the summer. The superintendent hopes over the next several years the District can increase our offerings to our families during the summer as we produce summer programs that meet the needs of all learners.

Moved by Mrs. Hammonds, supported by Mrs. Hemple, that the Board of Education approve the Summer School Programs, as presented.

## Discussion

None

## Roll Call Vote

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

Nays: None

Abstain: Polowski (Conflict of Interest)

## 2) Science Discussion (Action Item)

Dr. Amy Kruppe, Superintendent, stated that after meeting with the Science Committee she is recommending the purchase resource materials for grades K-5 for the 2016/2017 school year. Currently, the teachers do not have a focused curriculum that they follow and have been gathering their own materials to teach science. During recent conversations a group of teachers have been able to utilize the resources of Carolina Science to test these resources. This proposal includes online materials, hard copy



materials, hands on resources and smart board materials. Yearly there will be a need to have materials filled in the containers for the science projects. Paying for the purchase of these materials will be finalized in the upcoming days with the vendor.

Moved by Mrs. Polowski, supported by Mrs. Hemple, that the Board of Education approve the purchase of resource materials for grades K – 5 for the 2016/17 school year, as presented.

#### Discussion

Mrs. Sue Hemple, Board Secretary, clarified that each grade level will be taught the same science materials.

Mr. Ricky Nagy, Board Trustee, inquired about the science bins being re-supplied with the necessary science items.

#### Roll Call Vote

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

Nays: None

- 3) Designation of Additional District Legal Counsel –  
Lusk & Albertson PLC (Action Item)

Dr. Amy Kruppe, Superintendent, recommended appointing Lusk & Albertson LLC for the District for legal services. This firm will assist the District in legal matters pertaining to Food Services as well as other school matters.

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education approve Lusk & Albertson LLC for legal services for the District, as presented.

#### Discussion

None

#### Roll Call Vote

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

Nays: None

- 4) Graduation Rate Data 2014/2015 (Informational Item)

Dr. Amy Kruppe, Superintendent, reviewed the 2014/2015 Data PowerPoint with the Board of Education. She spoke about the Graduation / Drop-Out Rates, Graduation Years and Cohorts, and Student Enrollment Data.

Discussion was held and questions were asked by the Board of Education of the superintendent.

5) Hiring Process for Elementary Principal (Informational Item)

Dr. Amy Kruppe, Superintendent, outlined the hiring process for the Hoover Elementary School Principal. She stated that she would screen each candidate that applies from within the district and give him or her the opportunity to interview. After that she will review external applications and narrow down the complete group to five or six candidates, Candidates will then be interviewed by stakeholders at Hoover Elementary School (teacher group, parent group and student group). A series of round-robin interviews with Central Office will be held. The Central Office Administration will use a rubric for interviewing; from the rubric scores the team will narrow the candidate pool to two. Then there will be a community open house to meet the two candidates. The final process will be the Board of Education and selected Administrators will take each of the candidates to dinner.

Mrs. Laura Adkins, Board Trustee, asked when the process would be finalized. Dr. Kruppe stated that she plans to bring it to the Board of Education at the May meeting.

6) Draft 2016/17 Staffing (Informational Item)

Dr. Amy Kruppe, Superintendent, reviewed the 2016/17 Staffing PowerPoint with the Board of Education. Dr. Kruppe reviewed the needs for each grade level for each building. She stated that the plan is currently in draft form, but plans to have the final version for the next Regular Board of Education Meeting. The staffing needs for special education or Title I have not been built in this draft, but will be in the final version.

7) Kindergarten Round-up (Informational Item)

Dr. Judy Berger, Director of Student Services, stated that the Kindergarten Open House in all three elementary buildings was well attended and lively with parents and students. All seemed to enjoy the experience. While parents viewed the PowerPoint presentation, the students received childcare from the National Honor Society Students and Youth Assistance Students at Hoover Elementary School. Dr. Berger stated that the District is thankful for our high school students who volunteered to do childcare.

Dr. Berger said that flyers were provided to families to inform them of the Spring Latchkey, Summer Latchkey, the Great Start Readiness Program, the tuition Preschool Academy, and information from the Oakland County Health Department. The technology team members were present in each building to take pictures of the students. All the incoming students received gift bags.

The principals believe that the attendance was higher this year than in 2015. It was reported that Hoover Elementary School had approximately 25 incoming kindergarten students in attendance, United Oaks Elementary also had 25 incoming kindergarten students in attendance and Webb Elementary School had 19 incoming kindergarten students in attendance.

Dr. Amy Kruppe, Superintendent, stated that the Community School Representatives will visit each of the incoming kindergarten students that attended Kindergarten Round-up to deliver their child's picture and their date for kindergarten screening.

Mr. Ricky Nagy, Board Trustee, inquired about parents signing Kindergarten Waivers. Superintendent Kruppe stated the District is not participating in the Kindergarten Waivers; students will follow the Michigan Department of Education age guidelines.

8) Superintendent Goals (Informational Item)

Dr. Amy Kruppe, Superintendent, gave a general update on her goals, including science, ELA, and Strategic Planning Committee.

9) Superintendent Committees (Informational Item)

a) Community Engagement Team

Mrs. Beverly Hinton, Board Vice President, gave an update on the Community Engagement Team. She stated that the Community Engagement Team will have four communities: Hazel Park High School Track Committee, for all our community members to utilize for walking; Home Town Huddle Committee, for the welcome back to school event; School Supplies Committee, to focus on collecting schools supplies; and Media Sign Committee, to raise funds for a sign to be placed at Nine Mile by the library.

b) Website Committee

Mr. Ryan Stefanski, Director of Technology and Custodial Services, stated that he and the committee members have met with all the groups and are now compiling all the input. Once everything is compiled they will begin to move forward working on the website. Currently the beta website can be viewed at [hazel.schoolwires.net](http://hazel.schoolwires.net).

c) Policy Committee

Dr. Amy Kruppe, Superintendent, stated the next policy meeting will be April 25, 2016 at 7:00 p.m.

d) Ruth Geise Committee

Dr. Amy Kruppe, Superintendent, stated that no meetings have been scheduled to date.

H. Board of Education Policy Book – Neola of Michigan (Informational)

1) 1000 Administration – First Reading

Mrs. Rachel Noth, Board President, stated that the Board of Education and Administration have worked on revising this policy section earlier this month.

## RECOGNITION/COMMENDATION

- A. Mr. Todd Ross, Hazel Park Junior High Band Director, is really happy to share how well our **Hazel Park Junior High band students** performed at Band Festival on March 4, 2016. They played wonderfully, and earned a Division I (Superior Rating) in both their stage performance and in sight-reading!

In case band Festival and ratings are new to you. Mr. Ross offers the following explanation. Three judges adjudicated us on our prepared stage performance. They evaluated us in terms of tone quality, intonation, rhythmic accuracy, technique, and interpretation. The judges averaged their scores and gave us a stage rating (I - V, I being the highest). Then our band students moved to the sight-reading room where they were given five minutes to study and perform a piece of music they had never seen before.

Band Festival is our favorite barometer of what we still need to work on in the band world, as we are judged against a standard of excellence by judges from the west side of the state who have not heard bands in our area. As their director, I was given suggestions to help them improve.

I am so proud of these young musicians! They really worked hard and were so excited with their results. They were one of only a handful of Junior High Band bands to earn this distinction at Festival. Not only was their music-making spectacular, but you would have been very proud of how they represented our school. The students were classy, polite, friendly and were terrific ambassadors for Hazel Park schools!

- B. Nancy Sly, Hazel Park High School Art Teacher, is happy to announce that **Charlie Faxer** has earned national recognition in the Scholastic Art and Writing Awards of 2016. He has been identified by a panel of creative professionals as one of the most talented young artists and writers in the nation. This year, nearly 320,000 works of art and writing were submitted. Only the top 1% were recognized at the national level. Charlie has been invited to the National Ceremony at Carnegie Hall in New York City June 2, 2016.
- C. Mrs. Corri Nastasi, Principal at Webb Elementary would like to thank **Sherri Thomas**, reading chairperson and her reading committee **Jamie Moran, Lisa McClellan, April Delude, Karen Liske, Angie Parente**, and **Rachel Martinez**, for their hard work and dedication organizing three different events this year for our families. This year they put together library nights at both the Ferndale Library and Hazel Park Library as well as a wonderful Reading Night during March is Reading Month. We would also like to thank the staff for their participation as well as the **Webb PTA** for their generous donations of time and money to help make the reading night such a success!
- D. Leslie Baker, Hoover Elementary School Principal, would like to thank and commend three wonderful volunteers who have opened Hoover's library and helped put books into our students' hands once again. **Lois Reithel, Bobby McDermott** and **Tanya Archambault** you are greatly appreciated!

## BOARD MEMBER AND ADMINISTRATION COMMENTS

- A. Board of Education Members - The Board Members thanked the community for attending the Board of Education Meeting. Board Members expressed their enjoyment of having all the Students of the Month, Hazel Park High School 2016 Varsity Basketball Team and the Employee of the Month present this evening to honor to be honored. They thanked the Administration Team for all the information they brought to the Board of Education Meeting this evening. They recognized Mrs. Tammy Scholz, Hazel Park Junior High Principal for reading to the 5<sup>th</sup> grade students for March is Reading Month. Board Members acknowledged the Hazel Park Junior High Band for the excellent job they did performing at the Piston's game. The Hazel Park Junior High Family Game Night was another great outing for families as was the talent show. The Hazel Park High School Drama Club presented the musical *Little Shop of Horrors*. It was outstanding as was the dinner that was sponsored by Mabel Gray. Board members expressed excitement to have STEM, Strategic Planning, and the interaction with our community stakeholders. They are looking forward to the May Board of Education Meeting where there will be a dedication to Wilfred Webb Art Gallery and a Hazel Park Youth Assistance Ice Cream Social prior to the board meeting. They offered congratulations to the City of Hazel Park for being chosen for a study by the Congress of New Urbanism. All these wonderful events that Hazel Park Schools exhibit can be used as marketing tools during our schools advertisements. Finally, they wished all the families a Happy Easter.
- B. Amy Kruppe  
Superintendent - Dr. Amy Kruppe, Superintendent, spoke about the joint venture with the Hazel Park Memorial Public Library and offering online TumbleBooks. She stated that the District has purchased the TumbleBooks Library for the use in the Hazel Park Memorial Public Library. All students attending Hazel Park Schools will be able to obtain a library card to utilize the program. There are over 10,000 online books through this program. The teachers can access and use TumbleBooks in their classrooms. She is proud of the Board of Education

because they are out and involved in the schools  
and community.

ADJOURNMENT

Moved and supported that the meeting be adjourned at 9:21 p.m.

Unanimous approval.

Respectfully submitted,

Sue Hemple, Secretary  
Hazel Park Board of Education