

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 February 10, 2014, and was called to order by President Nagy at 7:30 p.m.

ROLL CALL

Members Present: Nagy, Polowski, Mr. Hemple, Hammonds, Cook, Mrs. Hemple, LaForme
Members Absent: None
Others Present: Berger, Meisinger, Stefanski, Watripont, Paterson

INVOCATION

The Invocation was delivered by Superintendent Meisinger, and was followed by the Pledge of Allegiance.

APPROVAL OF THE AGENDA

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

Discussion

None

Roll Call Vote

Yeas: Mr. Hemple, Polowski, Hammonds, Cook, Mrs. Hemple, LaForme, Nagy
Nays: None

AUDIT OF THE BILLS

Moved by Mr. Hemple, supported by Mr. Cook, that the Bills dated February 5, 2014, be approved as follows: Capital Projects Funds – \$28,387.79; Special Revenue Funds – \$57,835.29; General Fund – \$883,627.48; Total Expenditures – \$969,850.56.

Discussion

None

Roll Call Vote

Yeas: Mr. Hemple, Cook, Polowski, Hammonds, Mrs. Hemple, LaForme, Nagy
Nays: None

SPECIAL ORDER OF BUSINESS

1. Students of the Month - Secondary
 - a) Marybeth Lunt (8th Grade) - Hazel Park Junior High School
 - b) Kayla Price (12th Grade) - Hazel Park High School

Superintendent Meisinger introduced the High School Student of the Month, Kayla Price, commented on her individual achievements and goals, then presented her with a certificate of achievement. He also asked her family and friends to stand and be recognized. The Junior High Student was not able to attend.

2. Safe Routes to School – Presentation

Mr. James Meisinger, Superintendent, stated that he would invite Mr. Jeff Campbell, Hazel Park City Planner, to the March Board of Education Meeting to give his Safe Routes to School Presentation.

CONSENT AGENDA

1. Approval of Minutes – to be approved as written
January 20, 2014, Regular Meeting
2. Leave of Absence – to be received and filed
 - a) Samira Gumma- - Requests a fourth year Family Leave of Absence for the Swiatkowski 2014/2015 school year.
Teacher
3. Conference Reports – to be received and filed
 - a) **David Dawson**, Teacher at Jardon School, attended the “ASD Success Suitcase for Centers” conference on December 9, 2013, at Wayne RESA. (Conference report submitted - Title 2, Part A funds)
 - b) **Chris Evans**, Teacher at Edison M.A.X. School, attended the “HIV/AIDS Prevention” conference on December 3 and 5, 2013, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
 - c) **Janet Langtry**, Counselor at Hazel Park Junior High School, attended the “Section 504 in Michigan” conference on December 3, 2013, in Sterling Heights. (Conference report submitted - Title 2, Part A funds)
 - d) **Corri Natasi**, Teacher at Hoover Elementary School, attended the “WIDA Training” on December 18, 2013, at Hazel Park Schools Administration Building. (Conference report submitted - Title 2, Part A funds)
 - e) **Angelika Parente**, Teacher at Webb Elementary School, attended the “Active Learning” conference on November 5 – 6, 2013, at Holiday Inn, Southgate. (Conference report submitted - Title 2, Part A funds)

- f) **Margaret Pease**, Teacher at Hazel Park High School, attended the “Best Use of iPads” conference on November 15, 2013, in Livonia. (Conference report submitted - Title 2, Part A funds)
 - g) **Nancy Skoczylas**, Educator at Hazel Park High School, attended the “WIDA Access Assessment Administration” conference on January 21, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
 - h) **Nancy Sly**, Teacher at Hazel Park High School, attended the “Transforming Minds: Arts Integration” conference on January 11, 2014, at Oakland ISD. (Conference report submitted - Title 2, Part A funds)
4. Monthly Budgetary and Financial Report - to be received and filed

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

Roll Call Vote

Yeas: Mr. Hemple, Hammonds, Polowski, Cook, Mrs. Hemple, LaForme, Nagy

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
5425 Conditions of Entrance – Second Reading

Mrs. Michelle LaPorte, Graduation Advisor, recommended to the Board of Education to update and streamline board policy, 5425 Conditions of Entrance, as it was suggested by the Oakland Schools Pupil Accounting Auditor for the alternative education registration process.

5425 CONDITIONS OF ENTRANCE

A. Eligibility of Resident / Nonresident Students

Legal eligibility is a condition of enrollment for children to attend the Hazel Park Schools. The Michigan School Code states that a child who is a resident of the Hazel Park School District generally has the right to attend school in the District and nonresident students may attend District schools under certain conditions.

To qualify as a student a child must meet at least one (1) of the following criteria:

1. The parent(s) reside in a dwelling in the District. If the student's parents reside separately in different Districts, either District may enroll the pupil as a resident, regardless of which parent has custody.
 - a) A person is said to reside in the dwelling where they sleep on a seven (7) day a week basis.
2. The student lives with a relative other than a parent in a dwelling within the District for the purposes of securing a suitable home and not solely for education purposes.
 - a) For residency purposes, a relative is defined as a parent, grandparent, brother, sister, stepparent, step-grandparent, stepsister, stepbrother, uncle, aunt, first cousin, great aunt or great uncle by marriage, blood or adoption.
3. The student is 18 years of age or an emancipated minor and resides in the District.
4. The student lives with a guardian where court has granted a "Limited or Full Guardianship" within the District.
5. The student has been issued an F-1 Visa and resides in the District.
6. The student is a foreign exchange student living with a host family whose members are residents of the District.
7. The student is a homeless child per the McKinney Homelessness Act, 42 USC 11431.
8. The student is placed in a foster or group home by a court or agency order located in the District.
9. Annually, the Board of Education shall decide as to the District's participation in the State Schools of Choice program. If the District does participate all applicable rules and regulation shall apply.
10. Senior students may be allowed to finish their senior year if they move from the District after the fall count day.
11. Students from any grade may be allowed to finish the current school year at a school located in the Hazel Park District if they move from the District after the fall count day and then must attend their school of residence the following school year or apply for School of Choice if offered and eligible.
12. Students who secure a written waiver from their District of residence may be allowed to attend Hazel Park Schools under extenuating circumstances.
13. Alternative Education students may be accepted into one of the District's programs without a residency requirement.

14. **Upon registration, Alternative Education students are required to provide one piece of proof of current address.**
15. Students must be in good standing with the District. Students expelled from Hazel Park Schools are subject to conditions and terms set by the Board of Education and the State of Michigan.

The school District shall require reasonable documentation to verify the child meets the residency requirements for purposes of attendance **without payment of tuition.**

B. Proof of Identity and Age

Upon initial enrollment in Hazel Park Schools, the parent/legal guardian shall provide either an original or true copy (notarized) of the child's birth certificate or other reliable proof, as determined by the School District, of the child's identity and age.

If the person enrolling the child fails to provide the documentation, the principal shall notify, in writing, the person enrolling the child that, unless he/she complies within thirty (30) days after notification, the case shall be referred to the appropriate law enforcement agency for investigation. In the event the person enrolling the child fails to comply within the thirty (30) day period, the principal shall notify the law enforcement agency.

The principal shall immediately report any documentation received that appears inaccurate or suspicious in form or content to the law enforcement agency.

Acceptable documents for personal identification, and proof of age:

- Valid Michigan driver's license, personal photo I.D. card, or Passport –
NOT FOR PROOF OF RESIDENCY
- Certified birth certificate (must have a raised seal or be a true notarized copy)
- Adoption records (must have a raised seal or be a true copy)

C. Entrance Information Packet

The Hazel Park Schools Entrance Information Packet contains several forms needed by the District to provide services and support for the student and family. Some of these documents are provided to the families as informational items. Other forms must be completed by the parent/legal guardian and returned to the District as part of the enrollment process. Failure to complete the required forms or provide the required information may delay or prevent the enrollment of the student.

D. Enrollment Documentation

All parents/legal guardians or host families wishing to enroll their child(ren) in the Hazel Park Schools must present reasonable verification of residency for purposes of attendance in District schools. Such verification shall include required forms, residency documents, certificates, and evidence of child custody, when applicable.

Certain documents are considered determinative and other documents corroborative in nature. Since a family may establish residence as a private homeowner, a renter, by living with a relative or friend, by court placement, or any of the residency exceptions provided by Michigan statute and referenced in this policy and administrative procedures, specific documents are required. Additional corroborative documents may be required or accepted by authority of the administrator.

1. **HOME OWNER**
 - Closing statement, or
 - Mortgage documents, or
 - Property tax statements, or
 - Utility receipts (gas or electric) in Parent/Guardian Name
 - Valid Michigan Picture I.D. of Resident
 - ◆ Birth Certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - ◆ Entrance information packet

2. **RENT/LEASE**
 - Apartment/home rental lease, and
 - Utility receipts (gas or electric) in Parent/Guardian Name
 - Valid Michigan Picture I.D. of Resident
 - ◆ Birth Certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - ◆ Entrance information packet

3. **FOSTER HOMES/GROUP HOMES**
 - Court order, or
 - Agency order
 - Birth certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - ◆ Entrance information packet

4. **EMANCIPATED MINOR**
 - Emancipation petition filed with Probate Court
 - Proof of residence *
 - ◆ Birth Certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - ◆ Entrance information packet

5. **AGE OF MAJORITY**
 - ◆ Birth Certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - Proof of residency *
 - Proof of program/course acceptance

6. **CHILD(REN) LIVING WITH A RELATIVE**
 - Proof of residency by host family *
 - Affidavit in support (Form B)
 - Guardianship document(s) if available
 - ◆ Birth Certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - ◆ Entrance information packet
 - ◆ Administrative conference with all parties

7. **PARENT(S) AND CHILD(REN) LIVING WITH A RELATIVE OR FRIEND**
 - Proof of residency by host family *
 - Affidavit in support (Form A)
 - ◆ Immunization record of Student(s)
 - ◆ Entrance information packet
 - ◆ Administrative conference with all parties

8. **FOREIGN STUDENTS/ALIENS/REFUGEES**
 - Green card, or resident alien card, or white/red card with picture and fingerprint (replacement for green card)
 - I-94 Entry permit
 - ◆ Birth certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - ◆ Proof of District residence *
 - ◆ Enrollment packet
 - ◆ Administrative conference with all parties

9. **FOREIGN EXCHANGE STUDENTS**
 - Form IAP-66, Certificate of Eligibility Passport
 - J-1 VISA
 - Form I-94 Departure record
 - ◆ Birth Certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - ◆ Entrance information packet
 - Proof of District residency by host family *

10. **SCHOOLS OF CHOICE**
 - Approved School of Choice application
 - Proof of residency in allowable District *
 - ◆ Birth Certificate of Student(s)
 - ◆ Immunization record of Student(s)
 - ◆ Entrance information packet
 - ◆ Administrative Conference

11. **ALTERNATIVE EDUCATION STUDENTS**
 - Application if required
 - ◆ Birth Certificate of Student(s)
 - ◆ Immunization record of Student(s)

12. NON RESIDENT OTHER STUDENTS

- Superintendent's agreement, or
- Waiver agreement releasing the student
- Acceptable standards and eligibility by Hazel Park Schools
- ◆ Birth Certificate of Student(s)
- ◆ Immunization record of Student(s)
- ◆ Entrance information packet

13. CHILDREN OF DISTRICT EMPLOYEES

Starting with the 2008/2009 school year, the District will accept and enroll pupils who are the children of District employees. The term "children," as used in this policy, includes adopted children, stepchildren, and legal wards.

However, the District will not accept nor enroll a child of a District employee who resides in another County and is a "child with a disability" within the meaning of the Individuals with Disabilities in Education Act or Michigan's Mandatory Special Education Act, in the absence of a written agreement with the resident district of the pupil for the purpose of providing a free appropriate public education; which agreement will include, but not be limited to, an agreement on the responsibility for the payment of the added cost of special education programs and services for the pupil.

- * Proof of Residency – Items required for homeowner or renter providing proof of residency shall be required.
- Determinative Documents - items required to enroll a student and start classes.
- ◆ Corroborative Documents - items needed to complete an enrollment and may cause delay, suspension or removal from the District if not completed within requested or required time.

E. Annual Proof of Residency

Once a student has been enrolled in the Hazel Park School District an update of proof of legal and eligible residency may be required. Current proof of residency shall be the same as required for new enrolling student and a copy of the documentation kept on file by the District.

When the District becomes aware of the questionable eligibility of a currently enrolled student, notice shall be given to the parent/guardian to clear up any issues of eligibility to attend Hazel Park Schools. If eligibility to attend Hazel Park Schools is not established within five (5) school days of notice of the apparent infraction of eligibility policies the student will be dropped from school rolls.

Moved by Mr. Hemple, supported by Mrs. Polowski, that the Board of Education approve the Board of Education Policy Book Revision, 5425 Conditions of Entrance, for the Second Reading.

Discussion

Mr. Charles Hemple, Board Secretary, reviewed the board policy suggested change with Mrs. LaPorte.

Roll Call Vote

Yeas: Mr. Hemple, Polowski, Hammonds, Cook, Mrs. Hemple, LaForme, Nagy

Nays: None

NEW BUSINESS

1. 2013/14 Revised Deficit Elimination Plan Approval

Mr. Steven Watripont, Director of Business Services, referenced the 2013/14 Revised Deficit Elimination Plan that he distributed to all the Board of Education Members. He stated that the plan he distributed has a few minor revisions from the plan that was in their Board Packets. Mr. Watripont reviewed the complete revised Deficit Elimination Plan. He informed the Board of Education that the newly revised plan will state that the District will be repurposing an elementary building, in place of closing an elementary building. Mr. Watripont stated that designated administration recently traveled to Lansing to discuss the District's financial situation and confirm that the District will not be subject to the review process as it occurred last school year. The state suggested to the administration to work on the Deficit Elimination Plan until the District could show a positive balance. Once the Deficit Elimination Plan is showing a positive balance the state will wait until September to reevaluation the District's financial situation. With the states recommendation the District revised the Deficit Elimination Plan to a positive figure at the end of the 2014/15 school year.

Moved by Mrs. Polowski, supported by Mrs. Hammonds, that the Board of Education approve the 2013/14 Revised Deficit Elimination Plan, as requested.

Discussion

Mrs. Sue Hemple, Board Trustee, reviewed the Deficit Elimination Plan's figures for accuracy. Mr. Watripont stated that the unknown number is how many students will be enrolled for the 2015 school year. He projects a loss of 100 students for the 2015 school year. Mr. Watripont stated that Governor Snyder's proposed increase in districts full time equivalent (FTE) foundation allowance is also not calculated in the Revised Deficit Elimination Plan, since the governor has not clarified the amount of the increase to date.

Roll Call Vote

Yeas: Polowski, Hammonds, Mr. Hemple, Cook, Mrs. Hemple, LaForme, Nagy

Nays: None

2. Board of Education Meeting Calendar Modification

Mr. James Meisinger, Superintendent, stated that he and several other administrators have prior obligations on July 21, 2014 and will not be in attendance at that July Board of Education Meeting. Mr. Meisinger recommended to the Board of Education to move the July 21, 2014 meeting to Monday, July 14, 2014 at 6:30 p.m.

Moved by Mrs. Polowski, supported by Mrs. Hammonds, that the Board of Education approve the modified 2014 Board of Education Meeting Calendar, as requested.

Discussion

None

Roll Call Vote

Yeas: Polowski, Hammonds, Mr. Hemple, Cook, Mrs. Hemple, LaForme, Nagy

Nays: None

3. Promise Zone Update

Ms. Kayla Roney, Promise Zone Executive Director, gave a heartfelt thank you to all 175 that attended the Hazel Park Promise Zone *Race to College Fund Raiser*. Ms. Roney gave a special thank you to four former Hazel Park High School graduates, as they reflected on how the Promise Zone changed their educational opportunities; Hazel Park Raceway; Christine Hill with Fairy Tale Flowers; the entire Hazel Park Promise Zone Planning Committee; and Darrin Fox, Hazel Park Schools, Manager of Media and Technology. Ms. Roney stated that the winter scholarships for current Promise Zone scholars are being processed. This week is Free Application for Federal Student Aid (FAFSA) week at the high school; if anyone needs assistance or has any questions regarding FAFSA please contact Julie Tashjian or herself. Ms. Roney gave an update on a recent visit that she, Ms. Tashjian, Mr. Barlow, and Mr. Hitchcock made to the Electrical Industry Training Center in Warren. Ms. Roney commented that she and other members of the Hazel Park Promise Zone will be visiting other trade school facilities in the near future. They would like to gain more knowledge regarding trade schools in order to best inform and assist students. Ms. Roney said that the Hazel Park Promise Zone is also reaching out to Hazel Park adults that would like to further their education.

RECOGNITION/COMMENDATION

1. Kathryn Borowicz, proud principal of Webster Elementary School, would like to thank and commend Webster's Reading Committee for another successful Family Literacy Night. On Thursday, January 23rd over 150 parents and children gathered to learn useful tips to use in approaching informational texts. The theme, "A Sweet and Salty Literacy Night" was highlighted throughout the evening with plenty of sweet and salty snacks in addition to informational reading about chocolate and popcorn. Each child received a book to take home. Thank you to committee chairperson Lenore Barshaw and all of the teacher volunteers for a wonderful evening - **Rob Roberts, Kayla Roberts, Debbie Dimas, Julie Gorski, Lauren Roach, Jessica Gieche, Sandy Hamilton, Amber Delisi Lynn Lashbrook and Stephanie Dye.**

2. Kathryn Borowicz, proud principal of Webster Elementary School would like to thank **Mojo in the Morning** from **Radio Station 95.5** and **Stephanie Broner Miller** from **Broner Hat & Glove** for a donation of over 300 hats and gloves for the students of Webster School. Webster paraprofessional **Tanya Archambault** was interviewed on air in December about the need for hats and gloves for our children. All Webster children grades PreK through 5 went home with new hats and gloves the week before the holidays. We are very appreciative of the kindness shown our students.
3. On January 14th, five members of the Hazel Park High School Viking Vision Team, **Toby Gordon, Linda Rogers, Carla Brown, Cheryl Kelly** and **James Gordon**, traveled to Lansing, Michigan. They were invited by the State Reform Office to be involved in a workshop titled "Turnaround Competencies." This invitation was given in lieu of the high school's turnaround, after being named a Priority School in August of 2012. The rapid turnaround, (from 5% to 48% on the state school top to bottom list) occurred after the Priority Plan was conceived by faculty ideas and written by the Vision Committee. The committee presented their plan in a breakout session titled, "People, Time, Curriculum and Funds," and was attended by schools seeking successful ideas. The presentation was very well received and several schools inquired for more information on Hazel Park's plan. Thanks to the Vision Committee for an outstanding job in representing the high school, the district and community in such a positive manner.

PUBLIC DISCUSSION

No Participants

BOARD MEMBER AND ADMINISTRATION COMMENTS

1. Charles Hemple
Board Secretary - Mr. Charles Hemple, Board Secretary, discussed the street light outage at the high school tennis courts. Mr. Nix stated he would investigate the outage, however, those poles are owned and maintained by DTE. Mr. Hemple also inquired about the light poles that were taken down for the renovations at the high school. Mr. Nix stated those light poles have been relocated and reinstalled.
2. Sue Hemple
Board Trustee - Mrs. Sue Hemple, Board Trustee, inquired about the high school commencements. She asked if the high school seniors were going to have an opportunity to express their desire where to hold graduation. Mr. Meisinger stated that the seniors overwhelmingly voted today to have commencements at the Redford Theatre. Mr. Meisinger expressed his concerns regarding holding commencements outside the community; however, due to the new athletic facility commencements cannot be held on the newly installed AstroTurf football field. Mr. Nagy, Board President, asked Mr. Meisinger to organize a time for interested Board Members to visit the Redford Theatre.

3. James Meisinger
Superintendent
- Mr. James Meisinger, Superintendent, spoke about this years problematic winter and having to cancel school due to heavy snow falls and sub-zero temperatures. Mr. Meisinger stated that he normally goes along with what the other schools within the consortium; however, most recently he broke away from the consortium and closed school due to the sub-zero temperature. Mr. Meisinger stated there are several factors to take into consideration when closing school, such as, student safety to and from school, childcare, meeting the states required 75% attendance law, among other aspects. He said that the District has exceeded the number of days school is allotted to be closed and will now need to make up this time. Mr. Douglas Esler, Junior High Principal stated that students must have 1098 hours of educational time. Currently State Superintendent Flanagan's stand on the matter is if a district misses a day of school, the district makes up a day of school, however, there is pending legislation that speaks about adding minutes to the school day. Mr. Meisinger said that until the direction is clear from the state, the District will hold on making up the inclement weather time. The Board of Education Members fully supported Mr. Meisinger's decision in closing schools due to the severe weather.
4. Mr. Ricky Nagy
Board President
- Mr. Ricky Nagy, Board President, thanked everyone who supported the variety of school events that occurred on Saturday, February 8, 2014. Mr. Nagy asked Mr. Meisinger to contact the city regarding the sidewalks that have not been shoveled, or in some areas the snow has been plowed onto the sidewalks and it leaves no place for the pedestrians to walk.

ADJOURNMENT

Moved and supported that the meeting be adjourned at 8:13 p.m.

Respectfully submitted,

Charles E. Hemple, Secretary
Hazel Park Board of Education