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 September 16, 2013, and was called to order by President LaForme at 7:30 p.m.

ROLL CALL

Members Present: LaForme, C. Hemple, Hammonds, S. Hemple, Nagy, Polowski

Members Absent:

Others Present: André, Barlow, Berger, Mayo, Meisinger, Stefanski, Watripont, Paterson

INVOCATION

The Invocation was delivered by Mr. Don Vogt, Principal of Hazel Park High School, 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: C. Hemple, Polowski, Hammonds, S. Hemple, Nagy, LaForme

Nays: None

AUDIT OF THE BILLS

- a) August 2013
- b) September 2013

Moved by Mr. Hemple, supported by Mr. Nagy, that the Bills dated August 21, 2013, be approved as follows: Capital Projects Funds – \$1,141,954.56; Debt Service Funds – \$23,400.00; Special Revenue Funds – \$15,414.18; General Fund – \$1,209,722.07; Total Expenditures – \$2,390,490.81; Bills dated September 9, 2013, be approved as follows: Capital Projects Funds – \$201,003.00; Special Revenue Funds – \$25,548.92; General Fund – \$883,786.22; Total Expenditures – \$1,108,338.14.

Discussion

None

Roll Call Vote

Yeas: C. Hemple, Nagy, Hammonds, S. Hemple, Polowski, LaForme

Nays: None

SPECIAL ORDER OF BUSINESS

1. None

CONSENT AGENDA

- 1. Approval of Minutes to be approved as written
 - a) July 15, 2013, Regular Meeting
 - b) August 26, 2013, Regular Meeting
- 2. Note of Appreciation to be received and filed
 - a) The Family of Edward Kuhn

 Gratefully acknowledges the expression of sympathy from the Board of Edward's death.
- 3. Conference Reports to be received and filed
 - a) **E. Yvonne Emlet**, Teacher at Webster Elementary School, attended the "Oakland Schools: Arts First!" conference on August 26, 2013, at Oakland ISD. (Conference report submitted Title 2, Part A funds)
 - b) **Genette Farnsworth-Dunn**, Teacher at Hazel Park High School, attended the "Modeling Inheritance in High School Biology Instruction" conference on August 12 16, 2013, at Oakland ISD Technical Campus. (Conference report submitted Title 2, Part A funds)
 - c) Lauren Roach, Teacher at Webster Elementary School, attended the "Understanding and Using New High Scope" conference on August 20 21, 2013, at Oakland ISD. (Conference report submitted Title 2, Part A funds)
 - d) **Linda Rogers**, Teacher at Hazel Park High School, attended the "MASSP EdCon13" conference on June 19 28, 2013, at Hazel Park High School. (Conference report submitted Title 2, Part A funds)
 - e) Nancy Sly, Teacher at Hazel Park High School, attended the "AP Summer Institute Studio Art" on July 15 18, 2013, at Columbia College. (Conference report submitted Title 2, Part A funds)
 - f) **Pamela Sparks**, Teacher at Hazel Park High School, attended the "Michigan Earth Science Institute 2013" conference on August 5 9, 2013, at Oakland ISD, Alpena, Gaylord, Ludington and Grand Ledge. (Conference report submitted Title 2, Part A funds)
 - g) **Amy Zitzelberger**, Teacher at Hazel Park High School, attended the "Vernier" conference on July 26, 2013, in Dearborn. (Conference report submitted Title 2, Part A funds)

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

Roll Call Vote

Yeas: Polowski, Nagy, C. Hemple, Hammonds, S. Hemple, LaForme

Nays: None

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

No participants.

UNFINISHED BUSINESS

1. None

NEW BUSINESS

1. Introduce High School Assistant Principal – James Gordon

Mr. James Meisinger, Superintendent, welcomed newly appointed Hazel Park High School, Assistant Vice Principal, Mr. James Gordon. Mr. Meisinger stated that the high school staff and students have warmly welcomed Mr. Gordon to his new position.

Mr. Gordon received a round of applause from the audience.

2. Resignation of William Love, Board President, from the Hazel Park Board of Education

Mr. James Meisinger, Superintendent, stated School Board Member, William Love, resigned from his position on the Hazel Park Board of Education effective September 11, 2013. Mr. Meisinger read Mr. Love's letter of resignation.

Mrs. Laura LaForme, Board President, indicated that the board vacancy had been placed in the local newspaper and on the district web site, along with the application. If anyone has any questions they can contact Shirley Atcho, in the superintendent's office. Mrs. LaForme said that interested applicants must have an application submitted to the superintendent's office by 3:00 p.m., Friday, September 20, 2013. Mrs. LaForme asked board members to form a committee to review the applications and interview applicants for the vacant position. Mr. Ricky Nagy, Chairperson, Mrs. Sherrie Polowski and Mrs. Sue Hemple indicated they were available for the committee. Mrs. LaForme stated that the Board of Education will be filling the vacancy within twenty calendar days.

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education will receive and file the resignation of William Love, from the Hazel Park Board of Education, as presented.

Discussion

None

Roll Call Vote

Yeas: Polowski, Nagy, C. Hemple, Hammonds, S. Hemple, LaForme

Nays: None

3. <u>HPEA Personnel Recommendations</u>

a) The following professional employees are recommended for **first year**, **non-tenure ancillary service status** for the 2013/2014 school year:

Dr. Judy Berger, Director of Special Education, stated that each of the newly hired employees are replacing employees that have either retired or resigned from the district. Four of these employees are located at the Edison M.A.X. Program; their salaries are fully reimbursed through special education funding. Dr Berger recommended to the Board of Education to approve the following ancillary employees for a first year, nontenure ancillary service status for the 2013/2014 school year.

1) Emily Avendt - School Psychologist
 2) Jennifer Barrett-Benson - School Psychologist
 3) Esther Faber - Social Worker
 4) Erin Roddis - Social Worker
 5) Crystal Witherell - Social Worker

Moved by Mr. Hemple, supported by Mrs. Polowski, that the above teachers be approved for a first year, non-tenure ancillary service status for the 2013/2014 school year.

Discussion

None

Roll Call Vote

Yeas: C. Hemple, Polowski, Hammonds, S. Hemple, Nagy, LaForme

Nays: None

4. <u>HPEA Personnel Recommendations</u>

a) The following teachers are recommended for **first year**, **non-tenure probationary status** for the 2013/2014 school year:

Dr. Judy Berger, Director of Special Education, stated that two of the four employees are located at the Edison M.A.X. Program; which their salaries are fully reimbursed through special education funding. The autistic teacher is needed in the junior high to accommodate the Individual Education Plans of the autistic students. The one special education teacher is replacing two special education teachers at the high school. Dr Berger recommended to the Board of Education to approve the following ancillary employees for a first year, non-tenure probationary status.

1) Christopher Evans - EI Teacher 2) Emily Hanna - SE Teacher 3) Anita Harris - AI Teacher 4) Michael Millman - EI Teacher Moved Mrs. Hemple, supported by Mr. Nagy, that the above teachers be approved for a **first year**, **non-tenure probationary status** for the 2013/2014 school year.

Discussion

None

Roll Call Vote

Yeas: S. Hemple, Nagy, C. Hemple, Hammonds, Polowski, LaForme

Nays: None

5. Promise Zone Update

Mr. Michael Barlow, Director of Curriculum said that he is substituting for Ms. Kayla Roney since she is in Nashville attending a Promise Zone Director Conference. Mr. Barlow clarified untrue dialogue he has heard regarding the Promise Zone. The Promise Zone Board has changed the rule regarding local scholarships; they no longer offset funding from the Promise Zone, the only scholarships that will offset Promise Zone funding are Pell, state and federal grants. Hazel Park Promise Zone offered nineteen scholarships to Hazel Park students over the summer. Many of those students are first time college attendees in their family. Currently the Promise Zone has approved thirty scholarships for this fall, and the district expects to see more scholarships approved for students and colleges submit invoices. Last year for the first time the Promise Zone hosted an on site submission from various colleges. The college representatives interviewed students and offered them college placement, on the spot. This year the first on site college submission will be tomorrow. There will be representatives from Eastern University to interview twenty interested students. On Wednesday, October 23, Kayla Roney, Promise Zone Director, and Julie Tashijian, Hazel Park High School College Advisor will be taking forty students to the University of Michigan and Eastern Michigan University to tour the campuses. The Promise Zone fundraising committee will be selling commemorative bricks and doing a jail fundraiser at the Hazel Park Harvest Fest. Mr. Barlow stated that families new to the Hazel Park community complete a questionnaire regarding why they've moved to the Hazel Park School District, eight of the families cited the Promise Zone.

Mr. Charles Hemple, Board Secretary, held a discussion with Mr. Barlow regarding the Promise Zone self-funding.

6. 2013 Summer Meal Program Update

Mr. Ken Mayo, Director of General Services, informed the Board of Education that last year the district served approximately 11,573 meals. This year the district had three open sites; five closed sites and served approximately 17,963 meals, with a profit of approximately \$9,288. The profits earned can be only used in the foods department for certain items. Mr. Mayo thanked all the employees that worked the meal program this summer, especially Gina Brew, Transportation Supervisor, secretaries Lynn Pylak and Robin Glasgow, and the three Food Managers; Lisa Randall, Pam Reese and Dawn Norgren. Mr. Mayo stated that he has been asked, "Why can't all the students in Hazel Park Schools receive free meals." Mr. Mayo stated that the Food Department recently answered a survey and was audited to determine if district wide the students would

qualify for free meals. If the results of the survey and audit, later this school year, determine the students in the district could receive free meals he will bring the results to the Board of Education to determine if the students and district will benefit.

Mrs. Laura LaForme, Board President, asked what types of meals were served to the students over the summer. Mr. Mayo stated that the high school and junior high school students are served hot meals, the satellite programs; Jardon Vocational School, United Oaks Elementary School, Webb Elementary School and the Indian Education Program, received meals much like what is served during the school year.

7. Michigan Department of Education Scorecards and Top to Bottom Rankings

Mr. Michael Barlow, Director of Curriculum, reviewed the methods of how the Michigan Department of Education (MDE) ranked student progress in previous years. Today, Adequate Yearly Progress (AYP) is no longer a measurement and most of the No Child Left Behind (NCLB) is dismantled. Replacing the AYP is the Michigan Department of Education (MDE) School Accountability Scorecards, they will use a color coding system of green, lime, yellow, orange and red to indicate the school performance, which also includes the Priority Schools and Focus Schools. Mr. Barlow stated that the government is requiring 85% of the students in 2021/2022 be proficient. According to the Top-to-Bottom Rankings 76% of the schools in the state are coded yellow, meaning the school is in the median range. On the Accountability Scorecards Hazel Park Schools scored as follows: Hoover Elementary School 71.34%; Webster Elementary School 77.27%; Webb Elementary School 66.67%; United Oaks Elementary School 80.0%; and Hazel Park Junior High School 75.81%, these schools all fall in the yellow range, however, the Hazel Park High School is in the red range, due to being a priority school last school year. This school year the district has no priority schools; the high school and junior high school are being observed by the state since they were formerly a priority school. Last school year, 2011/2012, Hazel Park Schools Top-to-Bottom Rankings were as follows: United Oaks Elementary School ranked in the 15 percentile, this year they ranked in the 19 percentile; 2011/2012 Webb Elementary School ranked in the 12 percentile, this year they ranked in the 16 percentile; 2011/2012 Webster Elementary School ranked in the 8 percentile, this year they ranked in the 16 percentile; 2011/2012 Hoover Elementary School ranked in the 18 percentile, this year they ranked in the 15 percentile; 2011/2012 Hazel Park Junior High School ranked in the 10 percentile, this year they ranked in the 20 percentile, and 2011/2012 Hazel Park High School ranked in the 5 percentile, this year they ranked in the 48 percentile.

Mr. Don Vogt, Principal of Hazel Park High School, reviewed with the Board of Education how the high school staff moved forward planning and implementing their strategies last fall after being placed on the Priority School list. The high school plan was submitted and approved by the state in January 2013. Mr. Vogt stated that the staff began to focus on strengthening strategies in areas such as; test taking, the Core Curriculum, the ACT, MME and MEAP tests, as well as other areas. The high school enrolled over 100 students in summer school and credit recovery classes, due to lowering the tuition cost through the Walmart Grant. Mr. Vogt said that the entire district is scaffolding the curriculum together, making the district grow stronger. Since the high school, met the atrisk criteria specified in the legislation, they received the Section 31a funding. With this funding, the high school bought Reading 180, Study Island, and the Cambridge Learning

Program; that will assist with the ACT test. Mr. Vogt stated that other support material and equipment have been obtained to assist in reinforcing the academics of the high school. Mr. Vogt spoke of the new staff evaluation tool that administrators will be implementing this school year. Mr. Vogt read a very positive e-mail regarding Hazel Park High School's growth from Louretta Cunningham-Powell, MDE Education Consultant.

The entire Board of Education congratulated the high school staff on all their hard work and overwhelming academic growth.

8. SET SEG – Third Party Administrator for Employee Benefits

Mr. Steven Watripont, Director of Business Services, recommended to the Board of Education to take into service SET SEG as a third party administrator for employee benefits. SET SEG would assist the district in the recently adopted Public Employees Health Benefit Act 152 and monitor other ways the district can save funds within the employee benefits area.

Mr. Ricky Nagy, Board Trustee, asked what the cost factor would be for this service. Mr. Watripont stated the monthly service fee will be \$3,750.

Mrs. Laura LaForme, Board President, asked what specific coverages would SET SEG offer the district. Mr. Watripont stated coverages would be health, dental, life, all the employee benefits. Mr. Watripont introduced Chadd Hodkinson, SET SEG Representative; he stated that SET SEG is a non-profit organization that deals only with public education in the state of Michigan. He stated that SET SEG's role would be to come along side with Hazel Park Schools, help the district evaluate the market place for medical, dental, life, vision, and disability coverage. Mrs. LaForme confirmed with Mr. Hodkinson that his dialogue would be with the Business Office, not the district employees. Mr. Hodkinson stated that the deficit districts primarily employ SET SEG as third party administrator for employee benefits. Mr. Hodkinson said that the contract is yearly, however, SET SEG typically establishes a long-lasting relationship.

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education approve SET SEG – Third Party Administrator for Employee Benefits be approved as presented.

Discussion

None

Roll Call Vote

Yeas: Polowski, Nagy, C. Hemple, LaForme

Nays: Hammonds, S. Hemple

9. Board of Education Policy Book Revision

5031 Graduation Requirements for Adult High School Completion Program Pupils (under 20 years of age) and Participants (20 year of age and older) (Beginning with the June Class of 2011) – First Reading

Mrs. Kathy André, Coordinator of the Adult and Alternative Education, introduced Mrs. Michelle LaPorte, Graduation Advisor, to review the board policy recommendation. Mrs. LaPorte stated that if the board policy revision is approved it would be effective with the class of 2014. These changes are being proposed to benefit the students due to the change in curriculum.

5031 GRADUATION REQUIREMENTS FOR ADULT HIGH SCHOOLCOMPLETION PROGRAM PUPILS (under 20 years of age) AND PARTICIPANTS (20 years of age and older) (Beginning with the June Class of 2011 2014)

(1) Eligibility

Any adult 18 years of age or older. 14 -- 17 year old students (out of school) must obtain Adult/Alternative Education Administrative approval prior to registration. All 14 -- 17 year old students will have to comply with the following requirements:

- a. Birth Certificate.
- b. Parents must meet with an Adult/Alternative Education Administrator prior to enrollment.

(2) Credit Minimums

Hazel Park Adult / and Alternative Education requires 19 credits for graduation with a minimum of four three credits earned through course work taken through Hazel Park Adult / and Alternative Education.

MINIMUM DISTRIBUTION OF CREDITS:

A. LANGUAGE ARTS 4.0 Credits

REQUIRED COURSES: English 9A, 9B, 10A, 10B, 11A, 11B, 12A, 12B

B. SOCIAL STUDIES 3.0 Credits

REQUIRED COURSES: Civics – 0.5 ½ Crcredit, Economics – 0.5 ½ Crcredit; U.S. History with Geography – 1.0 1 Crcredit; World History with Geography – 1.0 1 Crcredit

C. PHYSICAL EDUCATION/HEALTH 1.0 Credit

REQUIRED COURSES: 0.5 ½ Crcredit of each

D. MATHEMATICS 4.0 Credits

REQUIRED COURSES: Algebra I – 1.0 1 Crcredit; Geometry – 1.0 1 Crcredit; Algebra II – 1.0 1 Crcredit; 1.0 1 additional math credit in final senior year.

E. SCIENCE 3.0 Credits

REQUIRED COURSES: Biology – 1.0 1Crcredit; Physics or OR Chemistry – 1.0 1 Crcredit: 1.0 1 additional sScience credit.

- F. <u>VISUAL, PERFORMING, APPLIED ARTS</u> 1.0 Credit **REQUIRED COURSES: 2 courses from available electives.**
- G. ADDITIONAL GRADUATION REQUIREMENTS 3.0 Credits

3 credits of Elective courses. Online learning experience. Beginning with the class of 2016: World Languages 2 credits and 1 credit of electives.

ELECTIVES 3.0 Credits

Additional Graduation Requirements On Line Learning Experience

(3) Credit Applicable Toward Completing Work for a High School Diploma

Credits and experience allowed for successful completion of:

- a. Accredited high school courses
- b. Trade or business school courses approved by the Michigan Department of Education
- c. Community College or University credits equated by equivalent hours of class time
- d. Approved competency or equivalency tests
- e. Community Service
- (4) Personal Curriculum Modifications

A student's curriculum that is modified must meet guidelines as specified by the state.

05/21/07 Rev 08/26/13

Moved by Mrs. Polowski, supported by Mr. Nagy, that the Board of Education approve Board of Education Policy Book Revision, 5031 Graduation Requirements for Adult High School Completion Program Pupils (under 20 years of age) and Participants (20 year of age and older) (Beginning with the June Class of 2011), for the First Reading.

Discussion

None

Roll Call Vote

Yeas: Polowski, Nagy, C. Hemple, Hammonds, S. Hemple, LaForme

Nays: None

10. Alternative Education Vendor Contract

Mrs. Kathy André, Coordinator of the Adult and Alternative Education, stated that Access Academy approached her regarding opening an off site program, keeping the programs separate. This program will be called A & I Enterprises. Mrs. André has applied and received seat time waivers from the Department of Education to support this particular program. A & I Enterprises will accommodate students that may not have access to the Internet or a computer, as the district is not prepared to furnish those requirements.

Moved by Mrs. Hemple, supported by Mrs. Polowski, to move forward with the Alternative Education Vendor Contract, as requested.

Discussion

None

Roll Call Vote

Yeas: S. Hemple, Polowski, C. Hemple, Hammonds, Nagy, LaForme

Nays: None

11. Report on Summer School 2013

Mr. Michael Barlow, Director of Curriculum, informed the Board of Education of the successful summer school programs. Mr. Barlow stated the high school had an effective summer school with approximately 100 students attending credit recovery classes, at a discounted tuition fee. The junior high and elementary students received summer school at no cost, due to transferring Federal Grant funds. The junior high had two summer school sessions, one at the beginning of summer and one at the end of summer, with about 60 students at each session. There were about 60 students, kindergarten through third grade, which attended elementary summer school. Students were evaluated in reading and approximately 77% of the students showed improvement or remained the same. On the last day of the elementary summer school, there was a celebration with the students and parents. Students made an art project with their parent, had lunch and the student received a well-stocked backpack.

12. Board of Education HPPA Grievance Subcommittee Report

Mr. Charles Hemple, Board Secretary, stated that the Grievance Subcommittee heard the grievance and recommended that the grievance be denied.

Moved by Mrs. Hammonds, supported by Mrs. Polowski, that the Board of Education deny the HPPA Grievance, as recommended by the Grievance Subcommittee.

Discussion

None

Roll Call Vote

Yeas: Hammonds, Polowski, C. Hemple, S. Hemple, Nagy, LaForme

Nays: None

13. 2012 Bond Project Update and Recommendations

Mr. Fred Nix, Owner's Representative for the 2012 Bond Project, updated the Board of Education on both the technology and construction projects. Mr. Nix stated that the security systems and cameras have been installed in each school building. The plan is to begin the classroom infrastructure this winter, with completion by late winter 2014. In order to move forward with the infrastructure as planned, the district will need to make necessary electrical modifications. Mr. Nix recommended to the Board of Education to approve the change order of \$50,310 to the existing contract with McNulty Electric Inc.

Moved by Mr. Nagy, supported by Mr. Hemple, that the Board of Education approve a change order for McNulty Electric Inc., for necessary electrical modifications, not to exceed \$50,310.00, as requested.

Discussion

Mr. Charles Hemple, Board Secretary, asked Mr. Nix to clarify the timeline of the electrical modification completion. Mr. Nix stated that the late winter 2014 would be February/March 2014.

Roll Call Vote

Yeas: Nagy, C. Hemple, Hammonds, S. Hemple, Polowski, LaForme

Nays: None

Mr. Nix stated that the beautiful new high school athletic facilities are a credit to the Hazel Park District community. Basically, the football field and track has been finished; there are a few punch list items that need finishing, but that is a normal process in renovation projects such as ours. The practice field turf will soon be installed. Today the tennis court area is being prepped to begin the construction of the tennis courts. Mr. Nix stated that many years ago the high school land was wooded and often used by individuals and companies to dump waste materials. As the construction companies dig up waste items, it costs the district additional funds to dispose of the waste materials, but remain within the budget. If there are any budget issues, it will be due to the \$50,000 that was spent for the bleacher safety issues.

Mrs. Laura LaForme, Board President, commented that she attended the first home football game and appreciated that there was no admission charge as a "thank you" to all the residents. The athletic complex looks breath taking, and others in attendance felt the same. That evening the track was rededicated to Jack Bouton, whom the track is named after, and Robert Fulcher.

RECOGNITION/COMMENDATION

- Curriculum Director, Michael Barlow, wishes to commend the following members of the Hazel Park faculty: Mr. Larry Marks, Mrs. Emily Burkett, Mrs. Sabriena Bennett, Mrs. Pam Kenny, Mr. Robert York, Mrs. Shelley Parks, Mrs. Jennifer Bryson and Mrs. Emily Hanna. Mr. Marks helped immensely with advertising in the media and in print. Mrs. Burkett, Mrs. Bennett, Mrs. Kenny, Mr. York, Mrs. Parks, Mrs. Bryson and Mrs. Hanna devoted many hours at Oakland Mall on August 3rd and 4th recruiting new students to enroll in the Hazel Park Schools. Their commitment exemplifies their professionalism.
- 2. Curriculum Director, Michael Barlow would like to commend the leadership of High School Principal, **Don Vogt** and High School English teacher, **Toby Gordon**, for their leadership in organizing two days of training so as to implement the High School's new Reading 180 Program. This innovative reading program will address the needs and reading levels of all High School students. In addition to Principal Vogt and Mrs. Gordon, attending teachers included **Amy MacIntosh**, **Gordon Pogue**, **Kendal Smith**, **Jean Ericson** and **Amy Chimovitz**. That six of the seven English teachers at the High

School took part in this training shows the admirable professionalism of the High School staff. This training for the staff will surely bode well for the students at Hazel Park High School.

PUBLIC DISCUSSION

1. Kathleen Hall 1141 E. Milton Hazel Park Ms. Hall, President of the Hazel Park High School Athletic Boosters, announced the annual Powder Puff Football game, on September 30, 2013, at 7:00 p.m. Admission will be \$5.00 for adults and \$3.00 for students, no passes, please. It is a fun night, come out and offer your support to the senior and junior teams.

BOARD MEMBER AND ADMINISTRATION COMMENTS

1. Laura LaForme Board President

Mrs. Laura LaForme, Board President, thanked Mr. Love for his years of service on the Hazel Park Board of Education. Mr. Love devoted many hours to the Board of Education, the students, and the Hazel Park community. She wishes him well.

ADJOURNMENT

Moved and supported that the meeting be adjourned at 8:47 p.m.

Unanimous approval.

Respectfully submitted,

Charles E. Hemples, Secretary Hazel Park Board of Education