April 27, 2020

Dear Hazel Park Schools’ Families and Community,

We hope the first week of our new learning at Hazel Park Schools went well. Please feel free to reach out to your Principal/s or my office with any questions you may have.

While technology is an important tool for use in learning, we must continually be aware of our childrens’ use as they learn the importance of internet safety. Here are some safety social media guidelines to consider to use in your home:

1. Keep your student on a schedule as much as possible. Routines are healthy for students.
2. Have your student work at a desk, not on their bed, so as to create a classroom atmosphere. We want to help you keep private areas, private. If you do not have a desk or a table where they can sit up to work, an open quiet place away where they can concentrate is the next best place.
3. Make sure students are dressed appropriately and family members that walk by are dressed appropriately as well.
4. It is HPS school policy that students can not record or take photos of online sessions. Student privacy rules prevail and your child is not privy to who has permission to have their picture on social media.
5. Check on who your child is talking to after hours on social media, if you allow anyone at all. Have them ask permission to use social media for communicating with friends or other adults.

Hazel Park Schools’ students can download learning materials from Google classrooms and our Hazel Park Website. New learning folders and packets are updated every Wednesday morning for the following week.

Packet Pickups are weekly on Fridays for next week’s learning and again on Monday, if needed. We highly encourage packet pick up on Friday, May 1st for the week of May 4th as students will need these materials on Monday morning, May 4th. These materials are for families who can not download and print them from the website. Also, if your child’s teacher uses Google Classroom, they may be able to complete the work online.

Important Change: In an effort to improve the HPS Packet Pick-up process, we will be making a slight change. When you complete the form, you will be asked if you plan on picking up a work packet each week for the remainder of the school year. The day and time that you select for this week will be your pickup day and time until the end of the year. For example, if you choose to
pick up a packet on Friday, May 1 at 10:30 a.m., then Friday at 10:30 a.m. will be the pickup day and time for the remainder of the year. You will not need to fill the form out each week. If you indicate that you will not be picking up work packets on a weekly basis, we will contact you for a follow-up call to determine if you have questions or need additional assistance.

Click the following link to schedule a time for packet pick-up on May 1: [May 1 Packet Pick Up](#). If you are unable to pick up this Friday or the schedule gets filled, packet pick up is also available on Monday, May 4th. To schedule a time on Monday, May 4th click the link that follows: [May 4 Packet Pick Up](#). If all slots are taken and the form is no longer accepting responses, please email joan.rybinski@hazelparkschools.org.

Following social distancing guidelines, it will be curbside pickup into your trunk. Please have your trunk open at the curb for curriculum packets to be placed inside your vehicle's trunk. Children are prohibited at packet pick up. Please place a sign in your dashboard or taped to the window with your child or children's names and their school. This will ensure our pick-up line moves quickly and efficiently.

**Packet Drop Off:** Please make sure your student's name and school is on the front of the packet and your student’s name on every page to ensure credit and the packet is secured together. You can drop off packets as they are completed and your student’s teachers will reach out with feedback.

There are three options by which to turn in homework:
- Google Classroom
- Scanning (CamScanner is a great free app) or photographing and emailing to your teacher
- Packet Drop-off Bin located in front of the Ford Administration at 1620 E. Elza, Hazel Park 48030 from Monday through Friday, 8 a.m to 4 p.m.

**Student’s Belonging Pick Up** started last week. Please follow your student’s school guidelines found [here](#).

If you have not already taken this survey, and your student has a need for a device or access the internet, please take this [Internet Access Survey](#). We have already distributed 420 devices to our students who do not have any devices within their homes. If you have a school-issued device at home for your student and are needing technology support, email athome@hazelparkschools.org with your contact information and a best time to call. We will try to assist you as soon as possible.
Last week we served over 7,000 meals. This brings our total meals served to over 37,000 since the beginning of the school closure. We are so thankful that we are able to offer this service to our families. Our pick-up and delivery schedule for our **free breakfast and lunch** is offered on Mondays, Wednesdays and Fridays to accommodate breakfast and lunch for all seven days. Pick-up times are from 10:30 a.m. to 12:30 p.m. at United Oaks Elementary, Webb Elementary and Hazel Park High School.

**Meal deliveries**, in the case of disability or illness, can be scheduled for Mondays, Wednesdays and Fridays by emailing HPNutrition@hazelparkschools.org or calling Lisa Chrouch-Johnson at 248.658.5525 by 3 p.m. on Sundays, Tuesdays and Thursdays. Remember to include: your name, number of children, address, phone number and days requested.

We miss our students and want to help them connect with each other and our community so we have multiple social media campaigns that will feed into our website. We are calling this the **Determination Campaign** as the word Determination came up over and over in the winter research we conducted with Hazel Park students, community and staff as a core characteristic of HPS. Please upload your images of “Determined” **Seniors**, **GSRP students** and any **Active Learning Moments** from any students, anytime. Additionally, please upload your photos for the **Junior High Spirit Week** as well. Please label the files with the name of the student and a tip about what they are doing. Just click on the clink and then click your video from your desktop and drag it into the folder.

If you know of someone who is saying they have **not received our updates**, please contact our Director of Communications at kristen.lambert@hazelparkschools.org. Receiving these updates is crucial to keeping your students on target for learning during this time as well as many other community updates. If our communications have a salmon background with grey writing, they will be much more legible if your phone is not in dark mode.

If you have any questions, please email me at amy.kruppe@hazelparkschools.org.

With Students In Mind,

Dr. Amy Kruppe
Superintendent