



Annual Notices



2020-2021 School Year



School Closing Information

You will be notified of school closings by telephone, email, and SMS text message* via the district’s parent notification system. Closings will also be posted on the district’s website HowellSchools.com and the district’s Facebook Page. In the case of school closings, all buildings will be completely shut down and all school activities canceled, including Kid’s Kare and Little Highlanders Learning Center.

School closings will be announced on the following radio and TV stations:

Radio Stations	AM	FM	TV Stations
WJR (Detroit)	760	96.3	Channel 2 WJBK
WHMI (Howell)		93.5	Channel 4 WDIV
			Channel 7 WXYZ

**In order to receive SMS text messages you must Opt In to receiving messages from Howell Public Schools. To Opt In, text “Y” to 67587 from your wireless device. You will receive the following reply: “You’re registered 4 SchoolMessenger notifications.”*

Release of Information Guidelines and Opt Out

The Family Educational Rights and Privacy Act of 1964 (FERPA) requires the district to obtain written consent prior to the disclosure of personally identifiable information from a student’s education records with limited exceptions. The district may disclose “directory information” without written consent, unless you advise the District otherwise in accordance with [Board Policy #8330](#).

The district has designated the following student information as directory information:

- Name
- Address
- District provided email address
- Telephone number
- Date and place of birth
- Major field of study
- Participation in officially recognized activities and sports
- Height/weight (if the student is a member of an athletic team)
- Dates of attendance
- Date of graduation
- Awards received
- Honor rolls
- Scholarships
- Telephone numbers for inclusion in school or PTO directories
- Student’s photo or likeness
- School photographs or videos of students participating in school activities, events or programs

The primary purpose of directory information is to allow the district to include this type of information from your child’s education records in certain school publications. Examples include but are not limited to: annual yearbook; a Playbill showing your student’s role in a drama production; graduation programs; and sports activity sheets (showing weight and height of team members). Additionally, the district shall provide military recruiters, upon request, with the following information: student’s names, addresses, and telephone listing(s) – unless a student or the parent or legal guardian of a student have advised the district that they do not want the student’s information disclosed without their prior written consent.

Parents and eligible students may refuse to allow the district to disclose some or all of such “directory information” upon written notification to the District within fourteen (14) days after receipt of this public notice. A list of student names wherein disclosure has been refused is compiled at the district’s central office and distributed to each building.

Address written notice and questions regarding this policy to:
Liza M. Kelly, J.D., PHR, Executive Director of Labor Relations & Personnel
411 N. Highlander Way, Suite B, Howell, Michigan 48843
517.548.624, kellyl@HowellSchools.com

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA may be addressed to: Family Policy and Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5920.

Curriculum

Howell Public Schools continues to create an aligned curriculum that prepares students to successfully meet the academic rigor of state and national standards. Curriculum information may be found online at

HowellSchools.com > [Academics](#) > [Curriculum Subjects](#).

Furthermore, Howell Public Schools has implemented a research-based instructional framework, 5D+, approved by the state of Michigan and designed for the professional effectiveness and growth of our teachers' instructional practices: <http://bit.ly/hps5d>.

Annual Report

Information on student achievement in English language arts and math for each grade level and school may be found in our HPS Annual Report. This publication can be found at HowellSchools.com > [Academics](#) > [Annual Report](#).

All Day, Every Day Kindergarten & Begindergarten Elementary Schools

Howell Public Schools offers All Day, Every Day Kindergarten to all families. We also offer All Day, Every Day Begindergarten (a pre-kindergarten year). The location of Begindergarten classes varies from year to year. Please contact the district's Registration Office at 517.548.6232 for this year's locations.

English Learners

All qualified English Learners (EL) are eligible to receive support services in Howell Public Schools. The most in-depth services are available in magnet programs at Southwest Elementary, Highlander Way Middle School, and Howell High School. ESL / Bilingual teachers and EL tutors work with our students in English language development and access to the core curriculum. All services take place during the school day. Our EL Handbook may be found at HowellSchools.com > [Academics](#) > [English Learners](#).

Innovation Academy

Innovation Academy is a high school program designed to personalize learning to meet the unique needs of each student. We also offer an online program at the Way School. Students engage in a yearlong study that follows the Michigan Merit Curriculum (MME), graduating with a Howell High School diploma. Call 517.540.8313 for more information. Students who may not be able to attend Howell High School are encouraged to consider these alternative options.

Personal Curriculum

The Personal Curriculum (PC) is a Michigan Department of Education (MDE) endorsed process, permitting modification of specific credit requirements and/or content expectations based on the individual learning needs of a student. It is designed to serve students who want to accelerate or go beyond the Michigan Merit Curriculum (MMC) requirements and students who need to individualize learning requirements to meet the MMC requirements.

Special Education Services All Schools

Special Education services are provided on a continuum of program/service options to meet the needs of students identified as having a disability under Michigan's Administrative Rules for Special Education and/or Section 504 of the Rehabilitation Act for students in grades K-12. Please visit HowellSchools.com > [Services](#) > [Special Education](#) for more details.

Title I and At-Risk Services for Elementary & Secondary Schools

All schools offer a Multi-Tiered System of Supports (MTSS) through Title I or At Risk funding, including highly qualified teachers and tutors at elementary schools, core support courses at middle and high schools, as well as support for counselors and student services advisors at all schools.

Howell Public Schools Offers Enrichment Opportunities to Our Students Through the Following Formats:

- Elementary: Acceleration and Enrichment Project Based Learning
- Elementary: Daily Specials of Art, Music, Physical Education or Technology
- Middle School: Core Support Courses, grades 6-8
- Middle School: Advanced Math Courses, grades 6-8
- Middle School: Advanced English, grade 8
- Middle School: Advanced Courses for HS credit, including Math and Spanish, grade 8
- High School: Advanced Placement (AP) Courses
- High School: Dual Enrollment Courses
- High School: Early Middle College Program, including opportunities in construction, cyber security, data analytics, hospitality management, licensed practical nurse, machine tool, and welding
- Innovation Academy: Project Based Learning
- Highlander Virtual: Select electives in-person at a Howell school or in some cases virtually through a partner school

Teacher Credentials

All Howell Public Schools teachers are certified and highly qualified for their teaching assignment. All instructional aides and ELL tutors also meet highly qualified requirements. At Howell Public Schools, a highly qualified teacher instructs all core classes.

Highlander Virtual

Highlander Virtual (Highlander V) is a free, online program open to all students in grades Begindergarten through 12 who live in Livingston County or the surrounding areas. Students attend virtual classes and also work independently at their own pace. Virtual courses are created by Howell teachers and are aligned with the district's curriculum for math, English Language Arts, social studies, and science. Students enrolled in Highlander V can attend select electives in-person at a Howell school, or in some cases virtually through a partner school, and may also participate in sports, performing arts, social activities, and clubs.

Food Service Infomation

Each day, all school cafeterias serve students healthy, tasty breakfasts and lunches. The School Breakfast Program is available to all students every weekday morning. You do not have to register your child in advance. School breakfast is an ideal solution on busy mornings, when kids are running late or parents have to be to work early. Kids who eat a healthy breakfast are more alert and achieve better academically.

The high school serves breakfast from 7:00-7:35 a.m., the middle schools serve breakfast from 7:10-7:35 a.m., and the elementary schools serve breakfast from 8:30-9:00 a.m. If your student(s) is approved for free and reduced meals, breakfast is included.

Free Meals for All

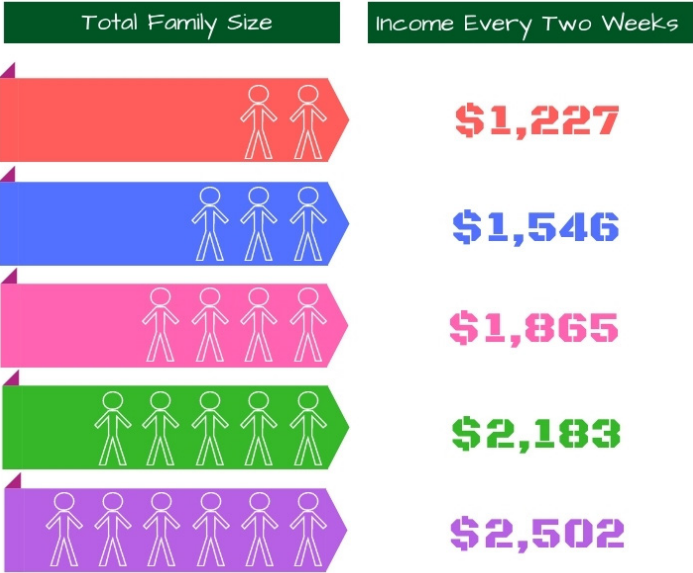
The U.S. Department of Agriculture (USDA) has extended several waivers regarding school meals for the 2020-2021 school year. These waivers will allow all children under the age of 18 to receive free school meals for the 2020-2021 school year. This means that all students purchasing a full breakfast or lunch at school will not be charged. However, if a student is only selecting an ala-carte item (bottled water, chips, granola bars), they will still be required to pay.

Additionally, the waivers will allow the district to provide free meal kits to families with children under the age of 18. These kits will include seven days of breakfast and lunch items. Distribution of the kits will take place weekly. Please visit the Food Service Department’s webpage for distribution locations and times. If you have any questions about this program, please contact the Food Service Department at 517.540.8347 or email foodservice@HowellSchools.com.

Free and Reduced Meal Information

Your student(s) may be eligible to receive meals at no charge or at a reduced price. Children or foster children who are recipients of Michigan’s Family Independence Program, Food Assistance Program, or Food Distribution Program on Indian Reservations, or who are enrolled in Head Start, Even Start, an at-risk afterschool center, or an emergency shelter

automatically qualify for free meals. Households with incomes less than or equal to the following guidelines qualify for free or reduced price meals.



Households may apply for benefits at any time during the school year. If a household is not currently eligible but has a decrease in household income, an increase in household size, or if a household member becomes unemployed, the household should fill out an application at that time. A new, completed meal application must be submitted at the beginning of each school year. Applications are available in all schools and online at HowellSchools.com > [Services](#) > [Food Service](#).

Free and reduced price meal applications are confidential and will be used only for the purpose of determining eligibility, verifying data, or qualifying children for other federal and state programs as authorized by the United States Department of Agriculture. The school or other officials may verify applications at any time during the school year. If you have further questions, please contact the Director of Food Service, Sharon Lenard, at 517.540.8344.

A full income eligibility chart can be found online at HowellSchools.com > [Services](#) > [Food Service](#) > [Free & Reduced Meals](#).

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived for any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call 866.632.9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington D.C. 20250-9410, by fax 202.690.7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at 800.877.8339; or 800.845.6136 (Spanish). USDA is an equal opportunity provider and employer.

Recognized National Holidays

Per Section 380.1175 (2) of the Michigan Revised School Code, Howell Public Schools recognizes the following holidays in our schools: Martin Luther King Jr. Day; Lincoln's Birthday; Washington's Birthday; Sept. 17: the Adoption of the Federal Constitution; Columbus Day and Veteran's Day.

District Policies & Administrative Guidelines

The Howell Public Schools Board of Education adopts district policies regarding student and staff behavior. Policies and administrative guidelines cover all areas of behavior (including attire, drugs, weapons, sexual harassment, and use of the Internet). In addition, the district has a Student/Parent Handbook that compiles information and specifies behavior expected of students. District policies, administrative guidelines, and the Student/Parent Handbook are available at HowellSchools.com.

McKinney-Vento Homeless Assistance Act

Howell Public Schools, in accordance with the McKinney-Vento Homeless Assistance Act, will ensure that homeless children and youth in transition have access to a free and appropriate public education, including preschool, and will be given a full opportunity to participate in state and district-wide assessments and accountability systems. A student may be considered eligible for services if they are presently living:

- In a temporary shared housing, a shelter, or transitional living program;
- In a hotel/motel, campground, or similar situation due to lack of alternatives;
- At a bus station, park, car or abandoned building; or
- In a temporary or transitional foster care placement.

Additional information is detailed in [Board Policy #5111.01](#).

For questions or assistance, please contact:

Linda Cunningham,
McKinney-Vento/Foster Liaison
411 N. Highlander Way, Suite D
Howell, Michigan 48843
517.552.7558

Child Find Notice

Howell Public Schools is required, by law, to locate, identify, and evaluate all children with disabilities, including children with disabilities attending private schools located within the district's boundaries as well as homeless children. The process of locating, identifying, and evaluating children with disabilities is known as Child Find. The district is obligated to provide parents with information related to Child Find within the district's boundaries. Child Find requires all school districts to locate, identify, and evaluate all children with disabilities, regardless of the severity of their disabilities, who are in need of special education and related services including children who are homeless or are wards of the state. The obligation to identify all children who may need special education and related services exists even if the school is not providing special education services to the child. Child Find extends to both children who may be eligible for special education services under the federal Individuals with Disabilities Education Act (IDEA) and those who may be eligible for support under Section 504 of the Rehabilitation Act of 1973 (Section 504).

Each school building in this district has a pre-referral process in place which is a vehicle for staff to review student performance concerns and collaboratively develop interventions. If you have concerns about your child's development and are interested in more information on special education, Section 504 and/or related services, contact your child's teacher and/or building principal.

If you have concerns about the development of your infant, toddler, or preschooler, contact:

Malissa Patrick
Director of Special Education
411 N. Highlander Way, Suite C
Howell, Michigan 48843
517.548.6358
patrickm@HowellSchools.com



Transportation Department

The Livingston Educational Service Agency (LESA) provides transportation for Howell Public Schools. They strive to make your child's bus ride a safe and positive part of their educational experience.

In order to make the first few weeks run smoothly, we have listed some suggestions, rules, and policies.

Bus routes will be posted on the district website at [HowellSchools.com > Services > Transportation > Bus Routes](https://www.howellschools.com/Services/Transportation/BusRoutes).

Be at the bus stop at least 10 minutes before the scheduled pickup. Route schedules are built to allow time for each student to board the bus. Please allow enough flexibility in your daily schedule for weather and traffic conditions outside of our control. If your student is not ready at the stop, the bus will be late for other stops and students.

LESA follows all Howell Public Schools' policies. Walking distances are up to one mile for secondary students and up to one-half (1/2) mile for elementary age students. Due to our continued growth and the volume of new registrations, stop locations and times are subject to change.

Elementary students may have their hands stamped with a hypo-allergenic stamp for the first few days of school to help them remember their bus number. Per the Student/Parent Handbook, all students grades K – 3 must be met by a parent or older sibling. If an adult/older sibling is not present, the student will be returned to Kid's Kare, and a \$20 fee will be charged.

Alternate stop locations must be located within the school neighborhood boundaries that the child attends. Guidelines for alternate stops are located in the Student/Parent Handbook, which is posted on the Howell Public Schools website, [HowellSchools.com > Parent Support > Student Handbook](https://www.howellschools.com/ParentSupport/StudentHandbook). In order to fully maximize the length of the educational day for all children, transfer buses are provided for educational reasons only. Applications must be turned into the Transportation Department no later than August 15 in order to be in effect the first day of school.

To better serve our families, our Transportation Department has implemented Versatrans My Stop. Versatrans My Stop is a mobile application that provides parents access to bus information such as a child's assigned bus, bus stop location, and real-time updates on the estimated time of arrival at the bus stop. This will allow parents and students to plan for late or on-time arrival and prevent missed pick-ups. You can download the Versatrans My Stop application from the Apple App or Google Play stores.

The first time you use the Versatrans My Stop app, you will need to select Howell Public Schools as your district. To help ensure student safety, Versatrans My Stop is a secure system, meaning that users will need a user ID and password to access the system. The user name is your child's student number and the password is their date of birth (MMDDYYYY).

For the safety of everyone, students are to follow bus rules at all times. Parent support is needed to emphasize that rules are for the protection of all students. The rules are posted on all buses, and the bus driver is responsible for enforcing them.

If you have questions or concerns, you may contact the Transportation Department at 517.540.8011

Early Childhood Education & Kids Kare

The Howell Public Schools Early Childhood Education Department proudly offers a variety of childcare, preschool, and enrichment programs to meet the needs of our community's youngest population. All programs are fully licensed and staff members are trained in developmentally appropriate practices and basic first aid, CPR, and AED. Further program information, including program details, pricing, and registration forms can be found online at [HowellSchools.com > Services > Child Care](https://www.howellschools.com/Services/ChildCare).

Kid's Kare

Kid's Kare offers before-and-after-school childcare services in each of the district's elementary buildings. Care is available from 6:30 a.m. until the start of the school day and from the end of the school day until 6:00 p.m. Full-day care is also available on teacher in-service days, during several school breaks, and throughout the summer. While at Kid's Kare, children can participate in arts and crafts activities, board games, homework and reading time, and outdoor or gym time.

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The Elementary and Secondary Education Act of 1965 (ESEA), 20 U.S.C. § 6318, requires school districts to disseminate specific written parent notifications. Howell Public Schools makes the following information known through various formats.

Parents' Right-to-Know Notifications

The Every Student Succeeds Act (ESSA), was signed into law by President Obama in 2015. The previous version of the law, the No Child Left Behind Act (NCLB), was enacted in 2002 as a reauthorization of the Elementary and Secondary Education Act of 1965 (ESEA). NCLB established the requirement for all teachers of core academic subject areas to be "highly qualified" (HQ). While ESSA removed references to HQ status, the Board of Education of the State of Michigan is continuing the requirement and definition of highly qualified teachers from 2007 and has stated this will remain in effect until further notice.

All parents of students attending Howell Public Schools have the right to request the professional qualifications of their student's classroom teachers and paraprofessionals. This includes: whether the teacher has met state certification requirements; whether the teacher is teaching under an emergency permit or other provisional status through which state licensing criteria have been waived; the teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees; and whether any instructional aides or paraprofessionals provide services to their child and, if so, the qualifications of the instructional aides or paraprofessionals providing such services.

Howell Public Schools shall provide written notification to individual parents if their student is taught for four or more weeks by a professional who is not considered "highly qualified" in accordance with the Michigan Department of Education's definition. This notice is required for schools that receive Title 1, Part A funds, specifically Challenger, Southwest, and Three Fires elementary schools. This and other information regarding Title 1 is detailed in Board [Policy #2261.01](#).

Annual Education Report (AER)

Districts and schools must post and make copies available of their Annual Education Report and cover letter with required elements fifteen (15) days before school starts. This information should remain available on the website(s) for a year, until the next year's report is prepared.

Notification of Adequate Accountability Scorecard

Michigan School Accountability Scorecard data is provided in the Howell Public Schools Annual Report posted on the District's website. Districts and schools must report, within their Annual Report, their District and school buildings' Michigan Department of Education Scorecard Accountability Status.

Student Academic Achievement

Howell Public Schools distributes the M-STEP, MI Access, MME and WIDA Parent Reports, provided by the State of Michigan. In addition, all teachers are made aware of this information, and it is recorded in each student's CA 60 file. The District shall ensure that schools provide information to each individual parent on their child's level of academic achievement on the state's assessments.

Funding Source Information

Howell Public Schools receives school-wide Title I, (Part A) funds from the federal government for the following qualifying schools: Challenger Elementary, Southwest Elementary, and Three Fires Elementary. Howell Public Schools receives At Risk (31a) funds from the State of Michigan that are used at the remaining schools: Hutchings Elementary, Northwest Elementary, Voyager Elementary, Parker Middle School, Highlander Way Middle School, and Howell High School. All academic services provided to homeless students are provided irrespective of their attendance at a Title 1 or Non-Title 1 school.

Parental Involvement Policy

Parental involvement in the schools is articulated in board policy. Specifically: [Board Policy #2112](#) – Parent Involvement in the School Program and [Board Policy #2261.01](#) – Parent Participation in Title I Programs. Each Title I school has created a Title I School Improvement Plan, which is also posted online at <https://bit.ly/3ekSkUT>. Finally, each Howell Public Schools Title I school utilizes a School-Parent Compact, which is available for review by contacting the building principal.

The district shall develop jointly and in agreement with parents of participating children a written parental involvement policy. The district must distribute a copy of the written policy to all parents. The District policy can be a school/district level parental involvement policy that applies to all parents, but must be amended to meet the requirements of ESEA, Section 1118.

Each Title I school shall also jointly develop a written parental involvement plan with parents of participating children in the school and distribute it to all parents. Each Title I school shall annually distribute to parents of participating children and discuss the written parental involvement policy. Parents also have the right to be involved in the planning, implementation, and evaluation of the Title I parental involvement plan. Each Title I school must jointly develop, with parents of children served under Title I, Part A, a school-parent compact. The school must annually disseminate and discuss the School-Parent Compact as a component of its written parental involvement policy.

Annual Notices

Notification of Parent Meeting, Planning, and Evaluation of Title I Program

Each Howell Public Schools Title I school gives notification of Title I Informational Meetings for parents. Families should contact their school for additional details, or watch for information in the school and Title I newsletters. Each Title I school shall provide written notification to parents of a Title I, Part A informational meeting, held at a time convenient for parents, to inform parents of the school's participation in Title I, Part A programs, and explain the program requirements and the right of parents to be involved in the planning, implementation, and evaluation of the Title I, Part A programs.

Limited English Proficient (LEP) Parental Notifications

Howell Public Schools service LEP students at Southwest Elementary, Highlander Way Middle School, and Howell High School. LEP students at the secondary level are serviced through the ESL course with a certified Bilingual teacher and ELL tutors. Parents whose children are in this program are invited to individual meetings to discuss their child's progress and programming needs. All LEP students take the annual (spring) WIDA assessment, provided by the Michigan Department of Education. Further information pertaining to LEP is detailed in [Board Policy #2225](#).

Drug-Free Environment/Protection

The Board recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the entire school community. In accordance with federal and state law, the Board establishes a "Drug-Free School Zone" that extends 1000 feet from the boundary of any school property. The Board prohibits the use, possession, concealment, delivery, or distribution of any drugs or any drug-related paraphernalia, including alcohol and marijuana, at any time on district property within the Drug-Free Zone or any district-related event. Further, the Superintendent or their designees, will take the necessary steps to ensure that an individual eighteen (18) years of age or older who knowingly delivers or distributes controlled substances so designated and prohibited by Michigan statute within the Drug-Free School Zone to another person is prosecuted to the fullest extent of the law.

Howell Public Schools is concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which s/he receives help through programs and services available in the community. Students and their parents should contact the school principal or counseling office whenever such help is needed. Additional information is detailed in [Board Policy #5530](#).

Wellness Policy

Howell Public Schools is committed to creating a school environment that enhances lifelong wellness practices. As required by law, the Board has adopted a Wellness Policy - [Board Policy #8510](#), which is periodically reviewed.

Bullying (Including Cyberbullying)

It is the policy of Howell Public Schools to maintain an environment that is free from all forms of unlawful harassment, including bullying and cyberbullying. Information regarding annual notification of this policy, reporting procedure for victims of and witnesses to bullying are detailed in [Board Policy #5517](#). For further information, please contact your student's building principal.

Statement of Compliance With Federal Law

Howell Public Schools complies with all federal laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education, including but not limited to: Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Age Discrimination Act of 1975, Americans with Disabilities Act of 1990, Americans with Disabilities Act, Amendments Act of 2008, and the Elliott-Larsen Civil Rights Act of 1977.

It is the policy of Howell Public Schools that no person, on the basis of race, color, religion, national origin, gender (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, veteran status, limited English proficiency or any other legally protected category (collectively, "Protected Classes") shall be discriminated against, excluded from participation in, denied benefits of, or otherwise subjected to discrimination in any program or activity for which it receives financial assistance from the U.S. Department of Education.

If you have questions or complaints, contact information for the Compliance Officer is as follows:

Liza M. Kelly, J.D., PHR
Executive Director of Labor Relations and Personnel
411 N. Highlander Way, Suite B
Howell, Michigan 48843
517.548.6241
kellyl@HowellSchools.com

Requirements for Student Immunizations

All children who enroll in Michigan schools are required by state law to be vaccinated in accordance with Part 92, Act 368 of the Public Acts of 1978. New enrollees must provide proof of immunization against diphtheria, tetanus, pertussis, poliomyelitis, measles, mumps, rubella, Hepatitis B and varicella, or present a statement signed by the parent/guardian that there are religious or other objections to the immunization. New enrollees, including kindergartners, cannot attend without the required immunizations or waiver. Effective January 1, 2015, parents/guardians must obtain a certified nonmedical waiver from a local health department.

Annual Notices

Nondiscrimination in Career and Technical Education Programs

Howell Public Schools is a member of the Livingston Applied Technology Education Consortium (LATEC). The Livingston Educational Service Agency is the administrative and fiscal agent for LATEC. The Livingston Educational Service Agency does not discriminate on the basis of race, religion, color, national origin, sex, disability, age, immigration status, English speaking status, or any other characteristic by applicable federal or Michigan law in its programs or activities.

Notice of Nondiscrimination and Complaint Procedures (Including Title II, Title VI, Title VII, And Title IX)

The Board of Education does not discriminate on the basis of race, color, national origin, gender (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.

Complaint Procedure

If a person believes that s/he has been discriminated/retaliated against or denied equal opportunity or access to the District's programs, activities or services, including employment opportunities, the person may contact the District's Compliance Officer:

Liza M. Kelly, J.D., PHR
Executive Director of Labor Relations & Personnel
411 N. Highlander Way
Howell, MI 48843
517.548.6241
kellyl@HowellSchools.com

Individuals may also utilize the complaint procedures found at HowellSchools.com > [Parents](#) > [Notice of Nondiscrimination Notice](#) as a means of reaching, at the lowest possible administrative level, a prompt and equitable resolution of the matter. A person may also, at any time, contact the U.S. Department of Education, Office for Civil Rights, Cleveland Office, 1350 Euclid Avenue, Suite 325, Cleveland, Ohio 44115; Telephone: 216.522.4970; Fax 216.522.2573; E-mail: ocr.cleveland@ed.gov; Web: <http://www.ed.gov/ocr>.

School Property

The Board acknowledges the need for a reasonable degree of in-school storage of student possessions and will provide storage places, including desks and/or lockers, for that purpose. Where lockers are provided, students may utilize assigned locker combinations or use locks to prevent against incursion by other students, however, lockers remain district property. Students do not have a reasonable expectation of privacy with respect to district personnel or their designees in lockers or other in-school storage places provided by the District.

Student Privacy and Parental Access to Information

Under the federal Protection of Pupil Rights Amendment (PPRA), no student will be required as a part of the school program or the districts' curriculum, without prior parental consent, to submit to or participate in any survey, analysis or evaluation that reveals information concerning: Political affiliations or beliefs of the student or their parents; Mental or psychological problems of the student or their family; Sexual behavior or attitudes; Illegal, anti-social, self-incriminating, or demeaning behavior; Critical appraisals of other individuals with whom students have close family relationships; Legally-recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers; Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

This requirement also applies to the collection, disclosure, and use of student information for marketing purposes ("marketing surveys"), and certain physical examinations and screenings.

Parents have the right to inspect, upon request, a survey or evaluation created by a third party before the survey/evaluation is administered or distributed by the school to the student. The parent will be given access to the survey/evaluation within a reasonable period of time after the request is received by the building principal.

Website Accessibility Compliance Standards

Howell Public Schools is committed to ensuring that all new or modified information provided through the district's website ("Online Content") is in compliance with the provisions of Section 504 of the Rehabilitation Act of 1973 ("Section 504"), 29 U.S.C. § 794, and its implementing regulation at 34 C.F.R. Part 104, and Title II of the Americans with Disabilities Act of 1990 ("Title II").

Howell Public Schools will adhere to the applicable and existing standards for website accessibility, including the World Wide Web Consortium's (W3C's) Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and the Web Accessibility Initiative Accessible Rich Internet Applications Suite (WAI-ARIA) 1.0 for web content.

If you have questions or complaints, contact information for the Website Accessibility Coordinator is as follows:

Thomas Gould
Director of Public Relations
411 N. Highlander Way
Howell, Michigan 48843
517.548.6335
gouldt@HowellSchools.com

Annual Notices

Search and Seizure

The Board authorizes the use of canines, trained in detecting the presence of drugs or devices. Canines are used to determine the presence of drugs in locker areas and other places where such substances may be concealed. Canine detection is usually conducted in collaboration with law enforcement authorities or other certified organizations and is not used to search individual students without legally sufficient suspicion, a warrant of parental permission has been obtained.

School authorities are authorized to take reasonable steps to ensure the safety and well-being of the students by, among other things, implementing the district's Student Code of Conduct. Within the realm of their responsibilities, district personnel may search students, student property, and school property in the manner permitted by law.

Title IX Policy

The Board of Education of the Howell Public Schools (hereinafter referred to as "the Board" or "the district") does not discriminate on the basis of sex (including sexual orientation or gender identity), in its education programs or activities, and is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The Board is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment. The Board prohibits Sexual Harassment that occurs within its education programs and activities. When the district has actual knowledge of Sexual Harassment in its education program or activity against a person in the United States, it shall promptly respond in a manner that is not deliberately indifferent. Pursuant to its Title IX obligations, the Board is committed to eliminating Sexual Harassment and will take appropriate action when an individual is determined responsible for violating this policy. Board employees, students, third-party vendors and contractors, guests, and other members of the School district community who commit Sexual Harassment are subject to the full range of disciplinary sanctions set forth in [Board Policy #2266](#). The Board will provide persons who have experienced Sexual Harassment ongoing remedies as reasonably necessary to restore or preserve access to the district's education programs and activities.

Integrated Pest Management - Advisory to Parents

Howell Public Schools utilizes an Integrated Pest Management (IPM) approach to control pests. IPM is a pest management system that utilizes all suitable techniques in a total pest management system with the intent of preventing pests from reaching unacceptable levels or to reduce an existing population to an acceptable level. Pest management techniques emphasize pest exclusion and biological controls. However, as with most pest control programs, chemical controls may also be utilized.

You have the right to be informed prior to any application of an insecticide, fungicide, or herbicide made to the school grounds or buildings during the school year. In certain emergencies, such as an infestation of stinging insects, pesticides may be applied without prior notice to prevent injury to students, but you will be notified following any such application. If you need prior notification, please contact the district's Operations Department at 517.540.8010. You can make this request at any time during the school year. We will provide anyone on the list with notice of any pesticide application made between the time they have joined the list and the end of the school year. We will provide notice either in writing or by phone at least 24 hours prior to the application, if possible; notice of applications made to control emergency pest problems will be provided as soon as possible after the application.

Asbestos Hazard Emergency Response Act (AHERA) 2020 Notification

The Environmental Protection Agency (EPA) requires that each year, district workers and building occupants receive notification about asbestos activities such as response actions and inspections. The purpose of this correspondence is to meet those requirements and familiarize you with the asbestos related activities that have been conducted in Howell Public Schools during the last year.

Management Plans and Surveillance Activities

Howell Public Schools contracted a private company to conduct inspections for asbestos containing material (ACM) within all district owned buildings. These Management Plans are available for review in the administrative office of each building. A copy of each building management plan is also located in the Maintenance and Operations office.

The AHERA regulation requires surveillance of the condition of ACM every six months and Reinspections every three years. The Three-Year Reinspection within each of our buildings was conducted in September/October of 2020. The next Reinspection will be conducted in September of 2023. The next periodic surveillance will be conducted in March of 2021. All of these surveillance activities will be included as part of the building's Management Plans.

Asbestos Abatement

During the past year there were various asbestos abatement projects at buildings in the district. Flooring and other miscellaneous materials were removed at the following buildings: Howell HS, Southeast, Northwest, Southwest, and Freshman Campus. All documentation regarding past and future asbestos abatement projects are available to be viewed. For access please contact Matthew Cox, Supervisor of Maintenance, Operations & Custodial Services, at (517) 540-8010. Air tests will be conducted throughout all phases of the future asbestos removal projects at each building. The air samples will be collected and analyzed in accordance with all regulatory agency requirements.

Howell Public Schools Board of Education



Stacy R. Pasini
President
Term Ends:
December 31, 2020



Brent Earl
Vice President
Term Ends:
December 31, 2022



Marcus D. Wilcox
Secretary
Term Ends:
December 31, 2020



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Term Ends:
December 31, 2020



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Trustee
Term Ends:
December 31, 2022



Grace Trudell
Trustee
Term Ends:
December 31, 2022



Michael E. Yenshaw
Trustee
Term Ends:
December 31, 2020

Howell Public Schools District Directory

Howell Public Schools Administrative Offices

411 N. Highlander Way
Howell, MI 48843
517.548.6200

Howell Public Schools Transportation Department

1313 W. Highland Rd
Howell, MI 48843
517.540.8011

Howell Public Schools Maintenance Department

1313 W. Highland Rd
Howell, MI 48843
517.540.8010

Little Highlanders Learning Center

861 E. Sibley Street
Howell, MI 48843
Main Office: 517.548.6310

Challenger Elementary

1066 W. Grand River Ave.
Howell, MI 48843
Main Office 517.540.8080
Fax 517.545.1436

Hutchings Elementary

3503 Bigelow Rd.
Howell, MI 48855
Main Office 517.540.8081
Fax 517.548.1763

Northwest Elementary

1233 Bower St.
Howell, MI 48843
Main Office 517.540.8082
Fax 517.545.1433

Southwest Elementary

915 Gay St.
Howell, MI 48843
Main Office 517.540.8083
Fax 517.545.1432

Three Fires Elementary

4125 Crooked Lake Rd.
Howell, MI 48843
Main Office 517.548.6387
Fax 517.548.7524

Voyager Elementary

1450 Byron Rd.
Howell, MI 48843
Main Office 517.540.8084
Fax 517.552.7519

Highlander Way Middle School

511 N. Highlander Way
Howell, MI 48843
Main Office 517.548.6252
Fax 517.545.1455

Parker Middle School

400 Wright Rd.
Howell, MI 48843
Main Office 517.552.4600
Fax 517.552.0106

Howell High Freshman Campus

1400 W. Grand River Ave.
Howell, MI 48843
Main Office 517.548.6267
Fax 517.545.1439

Howell High School 10-12 Building

1200 W. Grand River Ave.
Howell, MI 48843
Main Office 517.540.8300
Fax 517.545.1496

Innovation Academy

861 E. Sibley Street
Howell, MI 48843
Main Office: 517.234.6489
Fax: 517.545.1477