Dear Royal Oak Community,

As we finalize our schedules and programs for 2018-19, I am continually encouraged by the parents who share their stories of staying in the community and staying connected to the district. This is a community that believes in education as demonstrated by the amount of connectivity we enjoy between the various clubs, support groups, city departments and countless organizations in Royal Oak. I look forward to seeing the benefits of these partnerships for our schools and the greater community during the upcoming school year.

We are very fortunate to have worked closely with ROPD Officer Cathy Szydlowski for the past four years as she supported our students and families of the community. As our police liaison officer, she has been integral to our safety planning, training, access to programs and support services, consultation to meet the needs of our students and working with staff around specific issues. As she ends her tenure as our liaison officer and we offer her our gratitude, we welcome Officer Joe Yerke as our new liaison starting in September. He has been a police officer for seven years and served for 13 years at the Salvation Army in Royal Oak prior to his law enforcement career.

Each department in our district works throughout the summer to make great things happen for our students and educators. While we say goodbye to staff who have decided to retire or move on to new adventures, we are hiring new members to our Royal Oak Schools family. Working with our administrative staff in each school, we all share in the excitement of welcoming new staff to the district and it remains one of my favorite times of the summer.

Students and families are taking advantage of summer learning opportunities including summer school courses, extended school year learning for students with special education needs, and enrichment programs. Our staff members participate in conferences, workshops and other shared learning with their colleagues including work on the IB Diploma Programme which starts this fall at ROHS, Social Justice and Restorative Practices, and Visible Thinking and Cultures of Thinking work. We will continue to focus on Early Literacy, Assessment, Next Generation Science Standards and Instructional Technology, school safety, while securing grants and support funds for specialized programs. We are proud of our dedicated staff for their continued commitment to stay prepared to meet the needs of all of our students.

In this edition, you will find information which details the progress of the Bond 2017 projects which have begun across the district at the ROHS athletic plaza, while planning for interior renovations at ROHS, Oak Ridge, Oakland and Keller in 2018-19. You can find more detailed information regarding the construction and planning on the district’s website at www.royaloakschools.org and on our Facebook page @RoyalOakSchools.

Finally, we are excited to announce that the high school homecoming game will take place at 7 p.m. on Friday, September 21 against Seaholm. We hope you take the opportunity to come out, support our team and see all of the improvements!

We look forward to seeing you at this and other events throughout the new school year and wish our families a great start to the 2018-19 school year.

Sincerely,

Mary Beth Fitzpatrick, Superintendent of Schools

2018-2019 School Year Begins Tuesday, September 4, 2018

All students in grades K-12 should report for a full day of school on the morning of Tuesday, September 4, 2018.

If you have not received specific information from your school principal, or you are new to the district, please call your school building (phone numbers listed on page 46) or Student Services at (248) 435-8400, Ext. 1232.

School Hours 2018-2019 School Year

<table>
<thead>
<tr>
<th>School</th>
<th>Start Time</th>
<th>Late Start Time</th>
<th>End Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Elementary Schools</td>
<td>8:25 a.m.</td>
<td>9:25 a.m.</td>
<td>3:30 p.m.</td>
</tr>
<tr>
<td>Royal Oak Middle School</td>
<td>8:00 a.m.</td>
<td>9:00 a.m.</td>
<td>2:50 p.m.</td>
</tr>
<tr>
<td>Royal Oak High School</td>
<td>7:55 a.m.</td>
<td>8:55 a.m.</td>
<td>3:00 p.m.</td>
</tr>
<tr>
<td>Churchill Community High School</td>
<td>8:00 a.m.</td>
<td></td>
<td>2:30 p.m.</td>
</tr>
</tbody>
</table>
Enrollment

Pre-K - 12 Enrollment Requirements/Procedures
District Central Enrollment Office
800 DeVillen, Royal Oak, MI 48073

Enrollment Office Hours:
Monday - Friday, 7:30 a.m. - 4:00 p.m.
Phone: (248) 435-8400, Ext. 1260
Fax: (248) 280-2591

To register a child for school, parents should bring the following with them to the Enrollment Office:

Enrollment/Registration Required Documents
• 2 Proofs of Residency
  - Lease Agreement (plus page with landlord and tenant signatures)
  - Mortgage Statement (within last month)
  - City Assessor’s Tax Statement (current year)
  - Current Utility Bill or Cable Bill (within last month)
  - Notarized Affidavit of Residence if living in someone else’s home/apartment
    • Homeowner’s driver’s license and two proofs of his/her residency
• Driver’s License (of parent or guardian)
• Birth Certificate (original or certified copy with raised seal)
• Immunization Records
• Vision Screening Required for Kindergarteners
• Court documents, if applicable (guardianship, foster care, etc.)
• High School Requires Transcript at Time of Enrollment
• On-line Pre-Enrollment Form

Please print and have the following with you as well:
• Residency Affidavit
• Technology Resources Acceptable Use Agreement
• Concussion Awareness

If you are coming to us from another district, complete and print:
• Request for Educational Records

Back-to-School Information
Student Handbooks are available on-line at the district website home page: www.royaloakschools.org.

Annual Registration
The completion of Annual Registration – something that occurs for all students each August – is now on-line. The MISTAR Parent Portal is the point of access that families use to complete this process. This increases the importance of making sure that you know how to log in and use the MISTAR Parent Portal. Please contact your child’s school office for assistance.

Kindergarten Vision Screening
Michigan law requires a vision screening for kindergarten entrance. A vision screening done by a health department technician, physician, or eye doctor fulfills this requirement.
The Oakland County Health Division offers a free vision screening for Oakland County residents. Call (248) 424-7070 to schedule an appointment.

Changing Residence and School Enrollment
If your family has or will be moving before the start of the school year, you must notify our Central Enrollment Office. All address changes must be made in person with the Central Enrollment Office, 800 DeVillen, Royal Oak, MI 48073. If your move will take you out of the Royal Oak School District, you will need to enroll your children in your new school district. Making school enrollment changes now will help the new school your child attends obtain the information they need to best plan for your child’s learning.

Family Information Updates
Changing your email address? New telephone number? Parents can edit their contact information or change their password to something easily remembered in the MISTAR Parent Portal. Address changes, however, cannot be updated using Parent Portal. All address changes must be made with the District Central Enrollment Office, which is located at 800 DeVillen, Royal Oak, MI 48073.

Early Childhood Center Offers Preschool Programs
The Royal Oak Schools Preschool Program offered at Addams Early Childhood Center is available to three-, four- and five-year-olds.
This program is fully licensed by the State of Michigan. We have certified early childhood teachers and paraprofs, giving a student-to-teacher ratio of 18:2 for four-and five-year-olds and 14:2 for three-year-olds. Parent conferences are held so that parents and teachers can work together to develop goals for each child. At the end of the school year, the teachers may interface with the Kindergarten teachers to make the transition go smoothly. Curriculum includes developmentally appropriate practices (DAP) that include gross motor skills, small group activities, songs, stories, creative arts, computer skills, and social interaction, all in a “can-do” atmosphere. Parent participation is encouraged.
The Preschool Program runs from September through May with holidays in accordance with the district calendar. Three-year-olds meet on Tuesday and Thursday. Four- and five-year-olds meet Monday, Wednesday, and Friday. The AM session meets from 9:00-11:30 a.m. and the PM session meets from 1:00-3:30 p.m.
For registration information and/or questions on these fee-based programs, please call (248) 288-3220, Ext. 0.
When You Have a Question or Concern...

1. **Take your question or concern to the person closest to the problem.**
   Whether in the classroom, in the cafeteria, or on the playground or practice field, the quickest and easiest solution is usually found with the person most directly involved. Talk with that person first. In order to find a time that is satisfactory to both you and the individual involved, you may need to make an appointment. When you make an appointment, please state the general nature of your question or concern, so the staff member can save both of you time by researching the issue and gathering the necessary information in advance of meeting with you.

   It is a good practice to establish and maintain open communication with school staff. Please contact them not only when you have a question or concern, but also when things are going well.

2. **If your question or concern is not resolved, go to the next level.**
   The School Principals, Special Education Director, Athletic Director, Community Education Director, and Food Services Director are all individuals who are willing to work with you to help answer questions or resolve concerns. These persons, too, may need to find a time that is appropriate for both of you to meet. When you make contact with them, to arrange a time to talk or meet, it is helpful for them to know the basic nature of your concern and the person with whom you first talked in working to resolve the concern.

3. **If your concern is still not resolved, contact the Superintendent of Schools.**
   There are times when you may not receive satisfaction and need to contact the Superintendent’s Office. When you do contact the Superintendent’s Office, either the Superintendent or one of the Executive Directors who work closely with the Superintendent will respond to you. Please keep in mind that the Superintendent and Executive Directors are often expected to attend meetings both inside and outside of the school district, which means a meeting may require advance planning. When you make contact with the Superintendent’s Office to arrange a time to talk or meet, it is helpful for them to know the basic nature of your concern and the persons with whom you have talked at the building or department levels to resolve the concern.

4. **If your concern is still not resolved, contact a member of the School Board.**
   School Board members are elected to represent the interests of all parents and district residents. They do not, however, have direct authority in day-to-day operations of the school. The authority of the Board of Education is the result of official actions decided on by a majority of Board members at meetings open to the public. The Board’s primary responsibility is to make policies that guide the school district.

   Contact with the Board of Education is appropriate after you have attempted to resolve a question or concern at all prior levels, when a policy is being enforced but you believe it results in bad consequences, or when you believe that at the Superintendent level a policy isn’t being followed or is not being followed fairly for all.

Project Find

Project Find needs your assistance to help children with special needs. Special Education Services are available for eligible children ages birth to 26 who have trouble seeing, hearing, talking, or learning.

Call about available free services for eligible children through your local Royal Oak Schools.

Jane Flarity-Gram
Special Education Director
(248) 435-8400

Young Oaks Before & After School Child Care Program

Royal Oak Schools offers a fee-based before and after school child care for school-aged children at each of the six elementary schools.

The Young Oaks Program emphasizes a comfortable, supervised atmosphere that includes activities that will enhance the child’s physical, social and academic growth.

The program is fully licensed by the State of Michigan and follows all of its guidelines. The staff is fully trained in CPR and first aid and receives additional appropriate in-service training throughout the year.

We offer care before and after school, as well as on most vacation days. In addition, summer camp is available during the summer break. For a nominal additional fee, parents can purchase “inclement weather” coverage in the event that schools are closed for an unpredictable reason.

For more information regarding the fee structure of the Young Oaks Program, call (248) 288-3220, Ext. 0.

Great Start Readiness Program (GSRP)

The Royal Oak Schools Great Start Readiness Program (GSRP) currently offered at Addams Early Childhood Center is designed to get your four-year-old ready for Kindergarten. The program runs from mid-September to mid-May each year, following the district holiday and break schedules. The classroom is staffed with a certified K-8 teacher with ZA endorsement (early childhood emphasis) and an associate teacher. The student-to-teacher ratio is 8:1. Classes are held Monday through Thursday. This program is fully licensed through the State of Michigan.

GSRP is a state program that is funded through a grant from the State of Michigan Department of Education. For qualifying families, there is no cost to participate. GSRP is not solely based on financial need. In order to qualify, your child must meet two of eight factors that place them into the “at risk” category (as defined by the grant provided through the State of Michigan). Please contact the GSRP teacher at (248) 288-3220, Ext. 0 for further information.
Residents Invited to Apply For Board of Education Committees

Applications are now being accepted for the Royal Oak Schools 2018-19 Board of Education Committees. Committees include:

• Arts & Preservation
• Communications
• Wellness
• Health/Sex Education Advisory
• Finance & Facilities
• Curriculum Advisory
• Readmission (not open to students)

Additional information regarding these opportunities may be obtained by contacting the Office of the Superintendent at (248) 435-8400, Ext. 1128. Applications are available on the district website, www.royaloakschools.org, Board of Education page under the “District” tab. The deadline for submitting applications is Friday, September 14, 2018.

Activity Gold Card Available for Seniors

The Royal Oak School District presents its Senior Activity Gold Card, a complimentary pass for Royal Oak residents ages 60 and over. This complimentary pass will be renewable every three years.

Benefits
The Gold Card includes free admission to:

• Athletic Events (except state sponsored tournaments)
• Drama Programs & Dance Shows
• Vocal & Instrumental Music Concerts
• Evening Recreational Swim at Royal Oak Middle School

Applications are available at the Churchill Community Education Center, 707 Girard, Royal Oak. For additional information, please call (248) 588-5050.

Royal Oak Schools Adult Education

Churchill Community High School
Daytime Alternative High School program for students under the age of 20 as of September 1st of the current school year.

Days: Monday through Friday

School Calendar: A student can take a varying course load to earn 2.5-3.0 credits per trimester. Trimesters begin September 4, December 3 and March 11. Classes begin September 4, 2018.

Potential new students, please call (248) 588-5050, Ext. 1502 to schedule an interview for admission.

Adult Education/Afternoon and Evening High School
Program for adults and high school age students age 16 and older who wish to complete the requirements for a high school diploma.

Class Times:
Monday - Thursday, 3:15-9:15 p.m.

School Calendar: Two 15-week semesters are offered between September and May. Classes begin September 10, 2018.

Registration begins August 20, 2018
Registration Fee: $25.00
Mondays & Tuesdays, 3:00-7:00 p.m.
Wednesdays & Thursdays, 10:00 a.m.-2:00 p.m.

For more details, please see www.royaloakschools.org/churchillcenter/adult-education

G.E.D. Preparation

English & Math
These courses are designed to prepare students for the G.E.D. test. The focus of the classes will be on English skills, writing and math. There will also be a personalized online skill-builder used, and test taking skills will be taught. You can earn one unit of credit while you prepare for the G.E.D. test. Classes begin September 10. For further information, call (248) 588-5050, Ext. 1520.

Registration begins August 20, 2018
Registration Fee: $25.00
Mondays & Tuesdays, 3:00-7:00 p.m.
Wednesdays & Thursdays, 10:00 a.m.-2:00 p.m.

For more details, please see www.royaloakschools.org/churchillcenter/ged-prep/

English as a Second Language
For foreign born adults who are learning the English language. This class provides basic English vocabulary, grammar, pronunciation, speaking, listening and culture through various media, including the online program Burlington English. Daytime classes are Monday, Tuesday, Wednesday and Thursday from 8:30 to 11:00 a.m. Evening classes are Tuesday and Thursday from 6:15 to 9:15 p.m. Classes will begin September 10. For further information, call (248) 588-5050, Ext. 1506. Or come in person to:
Churchill Community Education Center
707 Girard, Royal Oak
(between 12 & 13 Mile Roads, between Rochester and Campbell Roads)

Registration begins August 20, 2018
Registration Fee: $25.00
Mondays & Tuesdays, 3:00-7:00 p.m.
Wednesdays & Thursdays, 10:00 a.m.-2:00 p.m.

For more details, please see www.royaloakschools.org/churchillcenter/esl/

English as a Second Language
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For more details, please see www.royaloakschools.org/churchillcenter/ged-prep/
Bond work continues at ROHS, 3 elementary schools throughout 2018-19

The interiors of Royal Oak High School and three elementary schools are in the process of being updated, and the projects will continue throughout the school year. Here are a few of the improvements being made at the buildings during this first phase:

**Keller Elementary**
Keller Elementary’s physical spaces will be transformed to better fit the needs of its students, including:
- Relocating the main office and entrance from Campbell to the west side of the school
- Improving student services areas for special education
- Adding a kindergarten classroom adjacent to existing kindergarten classrooms
- Adding playground equipment and technology
- Creating a new, larger parking lot

**Oakland Elementary**
Oakland is scheduled to begin building-wide improvements in 2019-20, while bond-funded technology improvements are being moved ahead, kicking off this summer. The school’s 14 classrooms will be updated with:
- Interactive touch-screens
- Improved teacher work stations (for use with the new tech)
- Sound enhancement
- New whiteboards and tack boards
- In addition, the school will receive a new playground.

**Oak Ridge Elementary**
During 2018-19, Oak Ridge Elementary will be planning for:
- Remodeling of Learning Commons spaces for instructional use with flexible furniture and technology for small and large groups
- Improving student services areas
- Increasing parking
- Adding playground equipment
- Classroom technology improvements

**Royal Oak High School**
There are improvements being made to ROHS, beyond the athletic plaza work that’s been visible since the spring. Throughout the year, bond work will also include:
- Renovating science classrooms
- Relocating and renovating an art room to receive more natural light, improve storage and update furniture
- Increasing the size of the band and orchestra classrooms, improving practice rooms, and adding new instrument storage
- Updating the performing arts green room to include restrooms
- Adding drinking fountains
- Expanding the cafeteria with an open-concept design, plus new servery and kitchen spaces
- Upgrading classrooms for new technology, teaching stations and furniture
- Remodeling locker rooms with ADA access to all gym levels

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Save the Date:
**ROHS Athletic Plaza Community Grand Opening**

**When:** September 14, prior to 7 p.m.
Royal Oak Ravens Varsity Football game vs. Berkley High School

**Where:** Royal Oak High School, 1500 Lexington Blvd, Royal Oak, MI 48073

**Who:** All community members

**What:** A grand opening celebration to showcase the new plaza, track and tennis courts, and to honor our hometown heroes. Special activities, including tours of the new areas and games for children, will take place before the football game. Stay tuned for more information at royaloak-schools.org.

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Above: Throughout the summer, Oakland Elementary has seen a transformation as interactive boards have been installed in all 14 classrooms at the school.

Left: A new arts addition at ROHS will help increase the size of the band and orchestra classrooms, improve practice rooms and add instrument storage.
Royal Oak Schools Recognizes Retiring Employees

The Royal Oak Board of Education recognized 15 employees who retired at the end of the 2017-2018 school year. Collectively, these individuals represent 388 years of experience working in the Royal Oak Schools.

Kathy Bodine, ROMS History Teacher, 28 years
Jolie Booser, ROHS Math Teacher, 22 years
David Copp, ROMS Teacher, 22 years
John Donnellon, Northwood Elementary Third Grade Teacher, 29 years
Lori Ellis, ROHS Speech and Language Pathologist, 30 years
Gail Granett, Oak Ridge Elementary Fifth Grade Teacher, 30 years
Steven Icsman, ROMS English Teacher, 11 years
Lynne Laurinec, Keller/Oakland Elementary, RTI/Title One Teacher, 32 years
Karen Murphy, ROHS Counseling Secretary, 28 years
Jennifer Patton, Oak Ridge Elementary Second Grade Teacher, 31 years
Doreen Race, Addams Elementary Paraprofessional, 22 years
Kevin Ryan, ROMS Physical Education Teacher, 24 years
David Stafford, Oak Ridge Elementary Third Grade Teacher, 30 years
Ruth Vanderslice, Keller Elementary Paraprofessional, 21 years
William VanFleteren, Upton Elementary Fifth Grade Teacher, 28 years

Staff positions available at Royal Oak Schools

Royal Oak Schools is seeking substitute teachers and secretaries, support staff and latchkey staff. EduStaff is the district’s partner for substitute teachers, paraprofessionals and secretaries. If you are interested in learning more, please go to www.edustaff.org for information and to apply.

Individuals interested in working with and caring for school age children before and after school for our Young Oaks (Latchkey) Program should contact Karen Andersen at the Addams Early Childhood Center, at (248) 288-3220 or karen.andersen@royaloakschools.org.

If you have further questions, feel free to contact Beth Caverly at the District Offices: elizabeth.caverly@royaloakschools.org or (248) 435-8400 x1210.
New MLK Service Opportunity Available This Fall

The joint Berkley-Royal Oak MLK Day of Service is extending beyond the January date to participate in this year’s Life Remodeled week.

Life Remodeled is a Detroit-based nonprofit that invests labor and resources into Detroit neighborhoods. Last year, the organization began renovating and repurposing the former Durfee Elementary Middle School building (adjacent to Central High School) into the Durfee Innovation Society, repaired 53 homes, boarded up 534 vacant houses and removed blight on 367 blocks. This year, in response to the vision and requests of students and community residents, volunteers will plant at least 1,000 trees and perennials, build community gardens, install little free libraries, designate the safest routes to schools with artwork, upgrade several parks, install new bus shelters and add neighborhood signage.

We’re inviting community members (14 & older) to participate on Thursday, October 4 or Saturday, October 6! Student groups on Thursday will be organized by the school. As a Royal Oak group member, you will receive a t-shirt and be put to work during the following hours of your choosing:

• Full Day: 9:00 am - 5:00 pm
• Morning: 9:00 am - 1:00 pm
• Afternoon: 1:00 - 5:00 pm

All individuals and families will be responsible for transportation to the worksite, which is the neighborhood surrounding Durfee K-8 and Central High School in Detroit, and must sign a waiver form.

Visit bit.ly/BROLife18 for registration instructions and the most up-to-date information.

The MLK Jr. Service Day began in 2017 as a way to celebrate the Dr. Martin Luther King Jr. with a “day on” instead of “day off”, and to inspire members of the community to get involved with local organizations past January and throughout the year. By providing an additional service opportunity, we hope you will join us in carrying on Dr. King’s legacy.
2018-2019 Food Service Information

New applications for free and reduced price meals will be mailed in late August. Please only use the new version as previous versions cannot be accepted.

The new application is also available at www.royaloakschools.org, at each school, and at the Board of Education/Administration building. Note that the application is a “Family” application requiring only one application per family. This application must be filled out accurately and completely to be processed. Incomplete applications will delay the application process.

Students who were eligible for free or reduced price meals at the end of 2017-2018 school year will retain their eligibility for the first 30 school days of the 2018-2019 school year. Please submit the new application by October 8, 2018 to avoid a lapse in meal benefits. Families are responsible for paying for meals between the 30 day grace period and the time a new application is processed.

School lunch prices for 2018-2019 are as follows: Elementary school, $2.60; Middle and High school, $3.00; breakfast at all schools, $1.25. Reduced price lunches are $.40 at all schools and reduced price breakfast is $.30 at all schools.

High school and middle school students need to use their ID badge or enter their student number on the keypad to receive a lunch, pay for a lunch, pay for a la carte items, or use money in their food service account. Elementary students do not carry ID cards but are identified by the classroom teacher, the lunch monitor and the food service cashier.

Elementary school lunches must be pre-ordered a day in advance in the classroom at the beginning of the day for grades 1-5. Kindergartners can submit a monthly menu with choices circled. Check with your student’s teacher for specifics. Your child’s teacher will handle the ordering of school lunch and pass along the order to Food Service. The first day of school and the first day after winter break are exceptions to this rule and although pre-orders will be taken, they are not required.

You can add money to a Food Service account: online through Parent Connect (this is the preferred method), a check with student’s name on the memo line, or cash at any cash register or for elementary school students in a clearly marked envelope with your child’s first and last name can be given to the school secretary or the student’s teacher.

The district has a no-charge policy for school meals (lunch and breakfast). A USDA approved alternate meal consisting of a fruit, a vegetable, milk and a SunButter and jelly sandwich sandwich on whole grain bread will be offered for lunch or breakfast to students who have a negative balance on their account. (Sunbutter is made from sunflower seeds, not nuts.) No a la carte purchases will be allowed until the balance is positive. Students will be charged the normal meal price for the alternate meals. Elementary school students will be allowed to charge up to $5.00 before an alternate meal is given.

Breakfast is available at all schools every day school is in session including half days, exam days, and late start days. Breakfast normally starts one half hour before the start of the school day. Students do not need to pre-order breakfast. The price for breakfast at all schools is $1.25 for paid, $.30 for reduced and free for free eligible.

Chartwells continues to be ahead of the curve regarding healthy choices for students and will continue to offer whole grains, fresh fruits and vegetables, skim flavored and 1% white milk daily.

If you have any questions, please contact the Food Service office at (248) 435-8500, Ext. 1123.

USDA Rules for 2018-2019:

• Students are required to select at least one serving of fruit or vegetable at lunch and breakfast (100% juice counts as a serving of fruit).

• Smart Snacks in School, the USDA’s “All Foods Sold in Schools” Standards ensure kids are only offered tasty and nutritious foods during the school day.

Nutrition Standards for All Foods Sold in Schools

Any food sold in schools must:

• Have as the first ingredient a fruit, vegetable, dairy product or protein food; or

• Be a combination food that contains at least ¼ cup of fruit and/or vegetable; or

• Contain 10% of the Daily Value of one of the nutrients (calcium, potassium, vitamin D, or dietary fiber)

Foods must also meet several nutrient requirements:

• Calorie limits: snacks 200 calories; entrees 350 calories

• Sodium limits: snacks 230 mg; entrees 480 mg

• Fat limits: total fat 35% of calories; saturated fat 10% of calories; trans fat zero grams

• Sugar limit: 35% of weight from total sugars in foods

*Note: These guidelines also pertain to fundraising programs unless the school has granted an “exception” to the fundraising group.

Nutrition Information

Digital menus are available via Nutrislice. Features will include: mobile and web application convenience, improved communication with parents, students and community, enhanced navigation for food allergies and dietary concerns, easy to access anytime and anywhere. Go to www.royaloakschools.nutrislice.com

No log in required, just visit this site and choose your menu.
Royal Oak Schools are required to annually provide notices to the community. The notices make community members aware of their rights in regards to directory information, educational records, pupil rights, bloodborne pathogens, privacy rights and nondiscrimination. The notices are posted on our website, www.royaloakschools.org. If you have questions about these notices, or would like to have hard copies of them provided to you please contact the Superintendent’s Office, at (248) 435-8400.

**Professional Learning Wednesdays**

On our school calendar, we have 25 Wednesdays that are designated as Professional Learning Wednesdays. On these days teachers engage in professional learning and planning to enhance student achievement. To provide time for these activities, teachers arrive to school early and students begin their day one hour later than on other days. At every grade level, accommodations are in place so that families may maintain a consistent schedule on those days when teacher professional learning results in a later starting time for students.

**Question:** I utilize morning latchkey for my children. Will I need to pay an additional fee for the extra hour on the Wednesday’s when school starts later?

**Answer:** For families who use A.M. latchkey services for elementary children, there is no additional charge on the Wednesdays when school starts later.

**Question:** I do not typically use A.M. latchkey services, but the late start days will create a challenge for my family. What options will be available for families with elementary aged children?

**Answer:** A “homework club” option is available at all elementary buildings from 8:25 a.m. - 9:23 a.m. on all late start Wednesdays. So that we can plan to properly supervise the children, there is a registration form and fee that each family who wants to use this service must complete. The fee is just $15 per family per semester; the fee is waived for families participating in the free and reduced lunch program.

**Question:** What options are available at the Middle School and High School?

**Answer:** At Royal Oak Middle School, the “breakfast club,” that normally provides a place for students between the hours of 7:15 a.m. and 7:55 a.m. each school day, is open from 7:15 a.m. to 8:55 a.m. on the late start days. At ROHS, students who need to arrive at 7:50 a.m. on late start days are invited to use the cafeteria as a before school study hall area before school begins at 8:55 a.m.

**Question:** How can I keep track of which Wednesdays have students starting later?

**Answer:** Professional Learning Wednesdays do not occur in January or June. Otherwise, they are scheduled for every week that is a five school day week.
Fall Instructional Swim Program

Registration:
Wednesday, September 5, 5:15-6:30 p.m. at Royal Oak High School Pool Entrance
If classes are not filled on this date, registration will continue at the pool prior to the start of the first lesson.
All classes are held at Royal Oak High School, 1500 Lexington Blvd.

Classes
Training Program for Competitive Swimmers, Ages 7-17
Must be able to swim 50 yards of the fly, back, breast and free.
This program provides training for competitive swimmers.
Class Time: 7:30-8:25 a.m.
Fee: $95
Lessons: Nine consecutive Saturdays beginning September 15 and ending November 17 (no lesson October 6)

Boys & Girls, Ages 6-14 (nine lessons)
Class Times: 8:30-9:10 a.m. or 9:15-9:55 a.m.
Fee: $84 for first child; $79 for each additional child in same family
Lessons: Nine consecutive Saturdays beginning September 15 and ending November 17 (no lesson October 6)

Tiny Tots, Ages 3-5 without parent
Class Time: 10:00-10:30 a.m.
Fee: $84 for first child; $79 for each additional child in same family
Lessons: Nine consecutive Saturdays beginning September 15 and ending November 17 (no lesson October 6)

Tiny Tots, Ages 1-5 with parent
Class Time: 10:35-11:05 a.m.
Fee: $42 for first child; $37 for each additional child in same family
Lessons: Six consecutive Saturdays beginning September 15 and ending October 27 (no lesson October 6)

Adaptive Swim, All Ages
This class is designed for children with special needs.
Class Time: 11:10-11:40 a.m.
Fee: $21 per half hour
Lessons: Six consecutive Saturdays beginning September 15 and ending October 27 (no lesson October 6)

Individual Lessons, Available for Children & Adults
Lessons will be on a one-to-one basis working on necessary levels.
Class Time: Saturdays 11:10-11:40 a.m.
Fee: $21 per half hour (minimum five lessons)

For additional information, call (248) 435-8500, Ext. 1148.

Fall Evening Recreational Swim Program

Schedule:
Monday & Thursday
August 27, 2018 - March 7, 2019
Royal Oak Middle School, 709 N. Washington, between 11 Mile and Catalpa

Monday Evenings:
7:30-8:30 p.m. Children & Adults
8:30-9:45 p.m. Adults Only (Lap Lane)

Thursday Evenings:
8:45-10:00 p.m. Adults Only (Lap Lane)

Fee:
$5.00 for everyone over 5 years of age. Seniors are free with school district Senior Citizen Gold Card (available at Churchill Community Education Center). Discount cards are available at Open Swim times locations for $40 (10 visits).

Vacation Periods When Pools are Closed:
Labor Day: Monday, September 3, 2018
Thanksgiving: Thursday, November 22, 2018
Christmas: Monday, December 24, 2018 - Friday, January 4, 2019
Pools are closed during school breaks and whenever school is not in session due to inclement weather or other emergency.
## Royal Oak Schools Directory

### Elementary Schools

<table>
<thead>
<tr>
<th>School</th>
<th>Address</th>
<th>Administrator</th>
<th>Secretary</th>
<th>Phone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addams</td>
<td>2222 W. Webster 48073</td>
<td>Mr. Youanes</td>
<td>Ms. Nall</td>
<td>288-3100</td>
<td>288-3144</td>
</tr>
<tr>
<td>Helen Keller</td>
<td>1505 N. Campbell 48067</td>
<td>Ms. Dryden</td>
<td>Ms. Kaiser</td>
<td>542-6500</td>
<td>541-1260</td>
</tr>
<tr>
<td>Northwood</td>
<td>926 W. 12 Mile Rd. 48073</td>
<td>Ms. Ashburn</td>
<td>Ms. Till</td>
<td>541-0229</td>
<td>541-4709</td>
</tr>
<tr>
<td>Oakland</td>
<td>2415 Brockton 48067</td>
<td>Mr. Lynch</td>
<td>Ms. Kucyk</td>
<td>542-4406</td>
<td>542-9289</td>
</tr>
<tr>
<td>Oak Ridge</td>
<td>506 E. 13 Mile Rd. 48073</td>
<td>Dr. Parrott</td>
<td>Ms. Kaczkowski</td>
<td>588-8353</td>
<td>588-0750</td>
</tr>
<tr>
<td>Upton</td>
<td>4400 Mandalay Ave. 48073</td>
<td>Mr. Grzywack</td>
<td>Ms. Catchpole</td>
<td>549-4968</td>
<td>549-0013</td>
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### Royal Oak Middle School

<table>
<thead>
<tr>
<th>Administrator</th>
<th>Secretary</th>
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<tbody>
<tr>
<td>Mr. Noonan, Principal</td>
<td>Ms. Beardsley</td>
<td>Ext. 2039</td>
</tr>
<tr>
<td>Mr. Colligan, Asst. Principal</td>
<td>Ms. Barber</td>
<td>Ext. 2013</td>
</tr>
<tr>
<td>Mr. Duncan, Asst. Principal</td>
<td>Ms. Almas</td>
<td>Ext. 2025</td>
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<tr>
<td>Ms. Menary</td>
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<td>Ext. 2073</td>
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### Royal Oak High School

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<thead>
<tr>
<th>Administrator</th>
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<tbody>
<tr>
<td>Mr. Giromini, Principal</td>
<td>Ms. Staszak</td>
<td>Ext. 1078</td>
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<tr>
<td>Ms. Krynak, Asst. Principal</td>
<td>Ms. Ruffles</td>
<td>Ext. 1016</td>
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<tr>
<td>Ms. Powell, Asst. Principal</td>
<td>Ms. Ruffles</td>
<td>Ext. 1133</td>
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<tr>
<td>Mr. Watchowski, Athletic Director/Asst. Principal</td>
<td>Ms. Moore</td>
<td>Ext. 1148</td>
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### Other Facilities

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<thead>
<tr>
<th>Facility</th>
<th>Address/Administrator</th>
<th>Phone</th>
<th>Fax</th>
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</thead>
<tbody>
<tr>
<td>District Offices</td>
<td>800 DeVillen 48073</td>
<td>435-8400</td>
<td>435-6170</td>
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<tr>
<td></td>
<td>Ms. Fitzpatrick, Superintendent</td>
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<td></td>
<td>Ms. Sutterfield, Administrative Assistant</td>
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<td>Ms. Olson, Exec. Dir., Teaching &amp; Learning</td>
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<td>Ms. Martin, Administrative Assistant</td>
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<td>Ms. Flarity-Gram, Director of Special Ed.</td>
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<td>Ms. Stein, SE Secretary</td>
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<td>Mr. Woynski, Exec. Dir., Staff &amp; Student Services</td>
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<td>Ms. Laird, Administrative Assistant</td>
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<td>Ms. Abel, Exec. Dir. Business &amp; Finance</td>
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<td></td>
<td>Ms. Carlisle, AP Assistant</td>
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<td>Ms. Hunton, Communications Specialist</td>
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<tr>
<td>Board of Education</td>
<td>Jeff Brinker, President</td>
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<td></td>
<td>Gary Briggs, Vice President</td>
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<td></td>
<td>Maryanne VanHaitma, Secretary</td>
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<td>Deborah Anderson, Treasurer</td>
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<td>Carrie Bever, Trustee</td>
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<td>Marty Cardamone, Trustee</td>
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<td>Allison Sykes, Trustee</td>
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<td></td>
<td>Ms. Sutterfield, Administrative Assistant</td>
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<tr>
<td>Churchill Community Education Center</td>
<td>707 Girard 48073</td>
<td>588-5050</td>
<td>588-2881</td>
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<tr>
<td>Continuing Education</td>
<td>Ms. Hutchinson, Supervisor</td>
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<tr>
<td>Adult Education</td>
<td>Ms. Wherry, Secretary</td>
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<tr>
<td>Community High School</td>
<td></td>
<td>Ext. 1502</td>
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<tr>
<td>Addams Early Childhood Center</td>
<td>2222 W. Webster 48073</td>
<td>288-3220</td>
<td>288-3047</td>
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<tr>
<td></td>
<td>Ms. Andersen, Supervisor</td>
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<td>Ms. Maurer, Secretary</td>
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<tr>
<td>Maintenance / Transportation Center</td>
<td>1601 N. Campbell Road 48067</td>
<td>545-0064</td>
<td>545-0885</td>
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<tr>
<td></td>
<td>Mr. Murphy, Operations Manager</td>
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<td></td>
<td>Ms. Newsome, Secretary</td>
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</tbody>
</table>

**Additional Information:**
- Ms. Fitzpatrick, Superintendent 435-8400 Ext. 1228
- Ms. Sutterfield, Administrative Assistant 435-8400 Ext. 1228
- Ms. Olson, Exec. Dir., Teaching & Learning 435-8400 Ext. 1232
- Ms. Martin, Administrative Assistant 435-8400 Ext. 1232
- Ms. Flarity-Gram, Director of Special Ed. 435-8400 Ext. 1269
- Ms. Stein, SE Secretary 435-8400 Ext. 1269
- Mr. Woynski, Exec. Dir., Staff & Student Services 435-8400 Ext. 1211
- Ms. Laird, Administrative Assistant 435-8400 Ext. 1211
- Ms. Carlisle, AP Assistant 435-8400 Ext. 1223
- Ms. Hunton, Communications Specialist 435-8400 Ext. 1215
- Jeff Brinker, President 435-8400
- Gary Briggs, Vice President 435-8400
- Maryanne VanHaitma, Secretary 435-8400
- Deborah Anderson, Treasurer 435-8400
- Carrie Bever, Trustee 435-8400
- Marty Cardamone, Trustee 435-8400
- Allison Sykes, Trustee 435-8400
- Ms. Sutterfield, Administrative Assistant 435-8400 Ext. 1228

**Contact Information for Additional Facilities:**
- Ms. Hutchinson, Supervisor 588-5050 Ext. 1502
- Ms. Wherry, Secretary 588-5050 Ext. 1502
- Ms. Newsome, Secretary 545-0064 Ext. 3245
We are pleased to offer online ordering of groceries for pickup at our Royal Oak location! Shop for all of your Holiday Market favorites from your computer, tablet or mobile device.

COMING IN JULY