



ADMINISTRATION BUILDING

31300 Anita
Warren, MI 48093
586.825.2400

Board of Education

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Teacher and Support Staff TSSC-19 (Hazard Pay) Grant Information

On September 30, 2020, Governor Gretchen Whitmer signed Public Act 166 of 2020 into law. Public Act 166 of 2020 allows for a one-time hazard payment up to \$500.00 to be paid out to eligible teaching staff and a one-time hazard payment of \$250.00 to be paid out to eligible school support staff that worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to providing student services during the COVID 19 pandemic.

Teachers will need to meet the following eligibility requirements:

1. Prior to the issuance of Executive Order 2020-35 on April 2, 2020, the teacher performed at least 75% of their standard instructional workload in a brick and mortar classroom within the District.
2. After issuance of Executive Order 2020-35, the teacher developed tools and methods to deliver distance learning, take-home packets, or other methods described in the District's continuity of learning plan.
3. The teacher certifies to the District, via the Form [5734](#), that he or she worked additional time spent outside of normal working hours, experienced hazardous conditions or incurred additional costs related to ensuring students could effectively participate in the District's continuity of learning plan. The form will be reviewed by the district for eligibility.

School support staff will need to meet the following eligibility requirements:

1. Prior to the issuance of Executive Order 2020-35 on April 2, 2020, the school support staff (a K-12 full-time or part-time para-professional, aide or non-instructional staff) performed at least 75% of their workload in a brick and mortar school building within the District.
2. Meets the school support staff statutory requirements to receive grant funding. The State of Michigan has compiled a Support Staff Eligibility FAQ which can be found at:
https://www.michigan.gov/documents/treasury/TSSC19_Grant_Program_FAQs_705856_7.pdf
3. The school support staff certifies to the District, via Form [5734](#), that he or she worked additional time spent outside of normal working hours, experienced hazardous conditions, or incurred additional costs related to providing student services during the COVID19 pandemic. This form will be reviewed by the district for eligibility.

Key Dates:

- November 9, 2020 – Form [5734](#) will be emailed to staff members who may qualify and will also be available on our website and in the District Office.
- December 4, 2020 – Completed Form [5734](#) is due back to the District Office. You can hand-deliver, mail or email your form to:

Warren Consolidated Schools
Attn: Lyslie Combs
31300 Anita
Warren, Michigan 48093
lcombs@wcskids.net

The form must be received no later than 4:00 pm on December 4, 2020. Incomplete forms or late forms will not be processed.

- February 25, 2021 – The Michigan Department of Treasury estimates mailing checks on or about February 25, 2021 to the address of residency provided via the Form [5734](#).

Upon reviewing each submitted Form [5734](#), if the district determines that you do not meet the eligibility requirements released by the Michigan Department of Treasury you will be notified by email or telephone. If you feel this was done in error, you may submit your written appeal to this decision to lcombs@wcskids.net. This written appeal must be received by December 4, 2020.

If you are no longer with Warren Consolidated Schools, but feel you qualify, please complete Form [5734](#). The completed form is due back to the District Office no later than 4:00 pm on December 4, 2020. You can hand-deliver, mail or email your form to:

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Please email Lyslie Combs at lcombs@wcskids.net with any questions.