

Board of Education Tom Buffett President, 2025-2026	Okemos Public Schools board@okemosk12.net http://okemosk12.net	4406 Okemos Road Okemos, Michigan 48864 Phone: 517-706-5010
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This agenda is for general informational purposes only. Based on board policy, the board of education may revise this agenda and may take up other issues at the meeting.

6:30 PM

**MEETING AGENDA
Monday, October 27, 2025**

Community Conference Rm

CALL TO ORDER

Tom Buffett, Jason Burns, Katie Cavanaugh, Shulawn Doxie, Andrew Phelps, Leeni Shrestha and Jillian Winn

WELCOME AND MEETING FORMAT (2 Min)

Welcome to this regular meeting of the Okemos Board of Education held in public for the purpose of conducting the business of the school board.

There are two opportunities for public comment: Citizens who wish to address agenda or non-agenda items will have an opportunity at the beginning of the meeting, as well as near the end of the meeting. In-person individuals who wish to address the board must complete a blue form, located with the agendas near the room entrance, and present it to the board’s secretary prior to the start of the agenda item. Virtual participants must submit their name and address in a message through the chat box located in Zoom’s meeting controls prior to the start of the agenda item.

At the appropriate point in the agenda, the board president will call upon individuals who have submitted a blue card or chat message and that individual’s microphone will be un-muted for their comments.

ADJOURN TO EXECUTIVE SESSION – Superintendent Evaluation

Pursuant to Section 8(a) of the Open Meetings Act, the board of education may adjourn to Executive Session for the purpose of discussing the superintendent evaluation.

That the board adjourn to Executive Session pursuant to Section 8(a) of the Open Meetings Act for the purpose of discussing the superintendent evaluation (Roll Call).

RECONVENE

Tom Buffett, Jason Burns, Katie Cavanaugh, Shulawn Doxie, Andrew Phelps, Leeni Shrestha and Jillian Winn

Mission Minute/Around The Pack (5 Min)

An opportunity for individual board members to highlight events, activities, and other items of interest.

DISCUSSION MOVED FORWARD: Student Trip

Orchestra Director Justin Valla will present information regarding a student trip to Cleveland proposed for April 30th to May 1, 2026.

DISCUSSION MOVED FORWARD: State Budget Update & OPS Budget Revisions (20 Min)

Finance Director Elizabeth Lentz will provide an update regarding the recently adopted State budget as well as information regarding proposed budget revisions.

PRESENTATION: Montessori Update (30 Min)

Superintendent Hood will present an update regarding the future of the Montessori program, including a recommendation for a future new building to serve the PreK-4th grade population in a future bond.

DISCUSSION MOVED FORWARD: Burns MOU

The board will discuss a resolution and memorandum of understanding with board member Dr. Jason Burns for assisting the district with the creation, implementation and analysis of surveys for strategic planning purposes.

CITIZENS ADDRESS AGENDA AND NON-AGENDA ITEMS

At this time in the meeting, citizens have an opportunity to address the board regarding items of interest that that may or may not be part of the evening's agenda. Citizens are required to limit comments to three minutes, except when this requirement is waived by the board president during the meeting. A designated timekeeper will communicate to the individual who is addressing the board at three minutes. The board highly values public comment and input; however, the board meeting format is designed to facilitate the evening's agenda and, therefore, restricts board members from engaging in conversation with speakers or immediately responding to questions. Questions and concerns may be addressed by the board later in the agenda and may be assigned for follow-up by the board or superintendent at a later date.

HIGH SCHOOL STUDENT REPORTS/REQUESTS (5 Min)

The high school student representative will highlight events and issues of interest and take questions from the board.

SUPERINTENDENT REPORTS/REQUESTS (10 Min)

The superintendent will highlight events and issues of interest and take questions from the board.

BOARD REPORTS/REQUESTS (10 Min)

The board will acknowledge receipt of correspondence.

Individual board members may request follow-up on other matters of concern.

Board sub-committees may present their reports or deliver updates.

ACTION ITEMS

Within Action Items, there is a Consent Agenda to expedite the business of the board which groups a number of items together to be dealt with by one action of the board. However, items in the consent agenda may be extracted by individual board member request for further discussion or clarification.

CONSENT AGENDA (5 Min)

In an effort to expedite the business of the board of education, but in no way meant to diminish the importance of each item, a Consent Agenda has been developed.

That the board approve items 1 through 3 for immediate implementation and appropriate action.

Item 1: Approval of the minutes of the Regular Meeting of October 13, 2025; Item 2: Approval of the Minutes of the Special Meeting of October 14, 2025; and Item 3: Approval of the Minutes of the Executive Session Meeting of October 14, 2025.

OTHER ACTION ITEMS

The Other Action Items require additional discussion prior to board action.

Board Policy - First Reading

The board's policy committee conducts an ongoing review of existing policies as they relate to current practice. Policies given first reading by the board are posted to the district website for thirty days for public review before being placed on a board agenda for final approval; policies not given first reading are returned to the policy committee for further review and edit.

That the board waive the reading and adopt first reading of board policies 4408 Termination; 4409 Non-Renewal; 5202 Unlawful Discrimination, Harassment, and Retaliation Against Students; 5405-O Title I Parent and Family Engagement Policy; and 5406 Title I Funds.

Board Policy - Final Reading

The board reviewed the following policies at before placing on the website for public review: 2504-O Public Participation at Board Meetings;

3110 Data Breach Response;

3115 Non-Discrimination, Anti-Harassment, and Non-Retaliation;

3115A Definitions for 3115 Series;

3118 Title IX Sexual Harassment;

3201 Accounting;
3211 Post-Issuance Tax Compliance;
3212 Post-Issuance Disclosure Compliance;
3301-O Purchasing and Procurement;
3301A Purchasing and Procurement with Federal Funds;
3307 Construction Administration;
3402 Drills, Plans, and Reports;
3407 Asbestos Management;
3408 Firearms and Weapons;
4101 Non-Discrimination;
4103 Whistleblowers Protection;
4105B Religious Workplace Accommodations for Employees and Applicants;
4407 Discipline;
5104 Age of Majority;
5401-O Parent Involvement in Education;
5411 Student Promotion, Retention, and Placement;
5420 Sex Education;
5421 Work-Based Learning Experience;
5603 Section 504; 5701 Abuse and Neglect;
5707-O School Wellness Policy;
5712 Concussion Awareness

That the board waive the reading and adopt final reading of board policies 2504-O Public Participation at Board Meetings; 3110 Data Breach Response; 3115 Non-Discrimination, Anti-Harassment, and Non-Retaliation; 3115A Definitions for 3115 Series; 3118 Title IX Sexual Harassment; 3201 Accounting; 3211 Post-Issuance Tax Compliance; 3212 Post-Issuance Disclosure Compliance; 3301-O Purchasing and Procurement; 3301A Purchasing and Procurement with Federal Funds; 3307 Construction Administration; 3402 Drills, Plans, and Reports; 3407 Asbestos Management; 3408 Firearms and Weapons; 4101 Non-Discrimination; 4103 Whistleblowers Protection; 4105B Religious Workplace Accommodations for Employees and Applicants; 4407 Discipline; 5104 Age of Majority; 5401-O Parent Involvement in Education; 5411 Student Promotion, Retention, and Placement; 5420 Sex Education; 5421 Work-Based Learning Experience; 5603 Section 504; 5701 Abuse and Neglect; 5707-O School Wellness Policy; 5712 Concussion Awareness.

Adequate Information to Proceed

Board policy 2503A Adequate Information to Proceed indicates that it is the policy of the board not to take action on an item the first time it is brought to the attention of the board at a public meeting.

That the board waive policy 2503A requirements and take action on whether to adopt the resolution and MOU regarding Member Jason Burns.

RESOLUTION: Burns MOU

Board Member Jason Burns is volunteering to assist the district with the creation, implementation and analysis of surveys for strategic planning purposes.

That the board waive the reading and adopt the resolution accepting the terms of the Memorandum of Understanding and authorize the Board President to implement this resolution (Roll Call).

DISCUSSION ITEMS

Discussion items are intended to provide an opportunity for review of material and interaction concerning the individual items. Action is not taken during the board meeting. Discussion items may be acted upon by the Board of Education at a later date. The board president may move a discussion item forward in the meeting agenda to facilitate timely discussion and/or community input on that discussion item.

PowerSchool Litigation

Superintendent Hood will discuss with the Board the district entering into a lawsuit against Powerschool due to the data breach that impacted Okemos and schools nation-wide last year.

31aa State Funding

The board will discuss 31aa funding through the State, the conditions required to receive the funding, and whether the district wants to opt in.

Board and Negotiations and Attorney Client Communications

The board will receive and update and discuss contract negotiations and a matter of attorney client privilege. That the Board meet in executive session for purposes of negotiations and attorney client communications.

COMMENTS FROM THE PUBLIC

At this time in the meeting, citizens have an opportunity to address the board regarding any item(s) of interest. Individual comments at this time will be limited to three minutes but may be extended at the discretion of the board president. A designated timekeeper will communicate to the individual who is addressing the board at three minutes. The board highly values public comment; however, our meeting format does not allow the board to engage in conversation with speakers. Questions or concerns may be assigned for follow-up by the board or the administration at a later date.

OTHER MATTERS (5 Min)

Board Observing negotiations

ADJOURN

TOUR PROPOSAL

April 30-May 01, 2026

Tour ID:46892

TOUR PRICING:

	QUAD	TRIPLE	DOUBLE	SINGLE
Student:	\$435	\$454	\$491	\$601
Adult:	\$441	\$459	\$496	\$607

Ask about our



Protects tour payments if anyone has to cancel for almost any reason before the trip. Low cost! Terms apply; ask us for details when you're ready to book!

TOUR FEATURES:

Participants: Tour cost is based on 48 paying participants. A change in this number will affect the tour cost.

Tour Guide: Tour escorted by 1 professional Tour Guide for 2 days. Gratuity for Tour Guide(s) included. Ask us for details.

Chaperones: 4 free chaperones roomed as follows:
4 in single, 0 in double, 0 in triple, 0 in quad

Hotel: 1 night; Hampton Inn Downtown - Cleveland, OH

Transportation: 1 - 55 passenger coach included
Gratuity for Bus Driver(s) included.
The hotel rooms for the bus drivers are included in the tour cost

Meals: 1 Breakfast, 0 Lunch, 1 Dinner

Hotel Security: Nighttime security is included.

Admissions: Cleveland Metro Park Zoo, Rock and Roll Hall of Fame and Museum

Tour Inclusions: Gerber Tours baggage tags to help keep track of luggage.
24 hr access to Gerber Tours in case you need us.
"On-Tour" mobile app included for each participant! Access all your trip information in one place.
Drawstring Backpack for every participant!
Name Tags with Emergency Contact info for all participants!
Medical Insurance for all participants! Primary coverage for Accident (\$5,000), Illness (\$1,000) or Dental Injury (\$500) - terms apply.
All restaurant gratuities and hotel taxes are included.

Tour costs and itinerary items are accurate at this time and subject to availability and revision without notice, when owing to circumstances beyond the control of Gerber Tours, Inc.

Why Gerber Tours?

Trip Planning Tools

- * Customized materials to promote your trip to students and parents.
- * Online features to make managing your trip as easy as possible.
- * A knowledgeable team that is dedicated to making your travel experience the best it can be!

The Highest Standards

As an accredited and charter member of The Student and Youth Travel Association and recognized members of these leading travel associations, we promise you that we adhere to a strict set of ethical, financial and professional standards; a promise that we keep in everything we do.



Protection for Peace of Mind

We maintain a Comprehensive Tour Operators Professional Liability Insurance Policy.

Fundraising Ideas

Students who raise funds for their own trip are rewarded with a sense of pride from earning their tour themselves! Visit www.gerbertours.com for some of our favorite ideas.

TENTATIVE ITINERARY

Tour ID:46892

First Day

Thursday April 30, 2026

- 6:00 am Depart from Okemos High School (2800 Jolly Road, Okemos, MI 48864).
- 10:00 am Arrival in Cleveland and join your Tour Guide.
Visit the Rock and Roll Hall of Fame and Museum.
Time for lunch at your expense.
- 1:30 pm Your group will have the opportunity to participate in a clinic at one of the Universities (location and type of clinic to be determined).
* Universities that may be available are as follows: Cleveland Institute of Music (CIM), Case Western Reserve University and Cleveland State University *
- 5:30 pm Dinner.
- 7:30 pm Attend a performance of Mendelssohn's Reformation Symphony by the world-renowned Cleveland Orchestra at Mandel Concert Hall (tickets are subject to availability).
- 10:00 pm Check into your hotel:
Hampton Inn Downtown
Security Included - 10:00 PM-04:00 AM

Second Day

Friday May 01, 2026

- 8:00 am Breakfast at your hotel and check out.
- 10:00 am Admission to Cleveland Metropark Zoo. The Cleveland Metroparks Zoo is a 183-acre zoo in Cleveland, Ohio. The Zoo is divided into several areas: Australian Adventure; African Savanna; Northern Wilderness Trek, The Primate, Cat & Aquatics Building, Waterfowl Lake, The RainForest, Asian Highlands, and the newly added Susie's Bear Hollow.
Time for lunch at your expense.
- 2:00 pm Depart for home.
- 6:00 pm Approximate arrival back at school.

This itinerary is designed to remain flexible to compensate for traffic, crowds and weather conditions.

Tour Details

Destination: Cleveland

Departing: Thursday April 30, 2026

Returning: Friday May 1, 2026

Tour Pricing by Participation

Paying Passengers	52
Complimentary Chaperones (Double Occupancy)	2
Student Price (Quad Occupancy)	\$ 550
Paying Adult Price (Double Occupancy)	\$ 650

What's Included

Transportation

- Deluxe Motorcoach

Accommodation

- 1 Night

Meals

- 1 breakfast
- 2 Lunches
- 2 Dinners

Additional Inclusions

- Professional Course Leader
- Online Registration and Enrollment Materials
- Online Autopay with No Installment Fees
- Nighttime Chaperones (Hotel Security)
- Professional Development for Teachers
- Tour Management and Communication Portal
- Gift of Education Online Fundraising Tool
- Parent Meeting Support
- Luggage Tags and Lanyards
- Drawstring Backpacks
- Doctors On Call
- 24/7 Tour Emergency Service
- Dedicated Health & Safety Team
- Health & Accident Insurance
- Industry Leading General Liability Insurance
- All Taxes and Gratuities Included
- WorldStrides Loyalty Program

Tour Highlights - all sites pending confirmation

- Orchestra Clinic
- Cleveland Script Sign/ Cleveland Skyline Photo Stop
- Rock and Roll Hall of Fame and Museum
- Cleveland Symphony
- Cleveland Zoo and Rainforest
- Great Lakes Science Center and Omnimax



Protect your investment with our Full Refund Program

Educational travel is an investment in your child's future. Our Full Refund Program protects that investment should you have to cancel your registration for any reason prior to departure. The program refunds all money paid (less the cost of the Full Refund Program and any other non-refundable fees) and includes special Job Loss Protection. We strongly recommend that you add on our Full Refund Program when signing up for your trip.

See terms and conditions on spark.worldstrides.com for more details.

Full Refund Program (FRP)

- Cost for individual participation: **\$73.00** per person

WorldStrides Advantage

- 50+ Years of Experience
- Charter & Certified Member of Student & Youth Travel Assn.
- Member of American Bus Association
- Member of National Association for Music Educators
- Member of US Tour Operators Association
- Most comprehensive refund guarantee plan in the industry

2025-26 State Aid & Revised Budget Update

Board Meeting • 10/27/2025



2025-26 State Aid Funding

	Governor	Senate	House	Enacted
Foundation	+\$392	+\$400 restricted use	+\$417	+\$442, to \$10,050
Transportation	Maintains Funding	Maintains Funding	Eliminates Funding	Maintains Funding
School Safety/ Mental Health	Maintains Funding	On-Going Funding @ 50% + 1x Funding	Eliminates Funding, rolled into 22f	Increased Funding (must comply w/ investigation if...)
Employee Healthcare Retirement Offset	1x Funding @ 50%	1x Funding @ ~85%	Eliminates Funding	1x Funding @ ~ 80%
147a1 Retirement Cost Offset	<i>Maintains Funding</i>	<i>Maintains Funding</i>	<i>Maintains Funding</i>	<i>Eliminates Funding</i>

Legislative Funding Proposals at 6/30/25

	Governor	Senate	House	Okemos Budget
Foundation	+\$392	+\$400 restricted use	+\$417	+\$300
Transportation	Maintains Funding	Maintains Funding	Eliminates Funding	Maintains Funding
School Safety/ Mental Health	Maintains Funding	On-Going Funding @ 50% + 1x Funding	Eliminates Funding, rolled into 22f	2025-26 expends 24-25 award
Employee Healthcare Retirement Offset	1x Funding @ 50%	1x Funding @ ~85%	Eliminates Funding	1x Funding @ 50%
147a1 Retirement Cost Offset	Maintains Funding	Maintains Funding	Maintains Funding	Maintains Funding

Other Major Changes

Funding for below sections restricted as to use

- **At Risk +25%**
- **Bilingual +25%**
- **Early Literacy Targeted Instruction - eliminated**

12e - Infrastructure Competitive Grant

- **Priority given to economically disadvantaged districts and districts that can't bond or have tried and failed**

18d - Intent of legislature that districts make permanent increases to staff salaries when target foundation increases (non-binding)

27l - One-Time Educator Compensation

- **Definition expanded to include basically all**
- **In addition to existing compensation negotiated in a CBA**

State Aid Funding Impact to 2025-26 Budget

	Original Budget	Revised Budget	Impact
Foundation Grant	+\$300; \$9,908	+\$442; \$10,050	
	\$1,391,100	\$2,049,600	\$658,500
3% Employee Healthcare Retirement Cost Offset (one-time)	\$287,000	\$466,000	\$179,000
147a(1) Retirement Cost Offset	\$374,000	\$0	(\$374,000)
	\$2,052,100	\$2,515,600	+\$463,500

2025-26 Preliminary Revenue Revisions Change from Original Budget

Revenue Adjustments	Budget Impact
Increase in Foundation Allowance (+\$142)	658,500
Enrollment (Feb 25 -11; Oct 25: +20) Blend 10/90	172,222
MPSERS Cost Offset 147a(1), on-going	(374,000)
MPSERS 3% Health Subsidy Reimb, 1-time	179,000
Increased Spec Ed Categorical State Aid (ongoing & 1-time)	91,221
ISD SE Funding, prior final estimate (1-time?)	407,000
Grants, offsetting expenditure	43,151
	\$1,177,094

2025-26 Preliminary Expenditure Revisions Change from Original Budget

Expenditure Adjustments	Budget Impact
Mold Remediation	(300,000)
MESSA Insurance 2026 rates	74,734
Staffing (+2 elem, -1 HS, +3 para)	(205,652)
Wage Adjustments (trans negotiations & admin asst/para steps)	(116,914)
Staff Turnover, Wage & Benefit Impact	98,898
Insurance (property/casualty/fleet), Sch Impr/PD Funding	(20,200)
Grants, offsetting revenue	(43,151)
	(\$512,285)

2025-26 Preliminary Revisions, Impact on General Fund Budget

	Original Budget	Revised Budget	Fund Balance Impact
Revenues	\$67,923,088	\$69,100,182	\$1,177,094
Expenditures	67,912,605	68,424,890	(512,285)
Net Impact on General Fund Balance	\$10,483	\$675,292	\$664,809
Fund Balance, 7/01/25	9,195,319	9,225,700	30,381
Fund Balance, 6/30/26	\$9,205,802	\$9,900,992	\$695,190
<i>Fund Balance as a % of Expenditures</i>	13.6%	14.5%	

1-Time source/use of funds included in preliminary revised budget = \$918,652

Areas Still Under Review

- **Negotiations**
- **Staffing**
- **Enrollment**
- **ISD SE Revenue**
- **Grants**
- **Insurance Reimbursements & Related Expenditures**
- **Operations including Utilities**
- **Alternative Student Programming**

Revised Budget Timeline

- **Board Information:** **November 10**
- **Board Action:** **November 24**

Okemos Montessori Program Review

John J. Hood- Superintendent
Spring 2025



Review Purpose

Purpose: To review the Montessori program offerings preK-8th grade and determine future scope of program and implications for district planning.

Rationale for study committee: Okemos Montessori program in place for over twenty years, evaluation of the program to define future direction and district impacts is needed.

- A fixed enrollment/controlled growth model that restricts adding sections to the program
- Trends indicate waiting lists at the earlier ages and declining interest at the older ages
- Elementary facility does not have ample space to grow, if expanded
- Aging facility at Central, opportunity to realize programmatic vision with long-term facilities planning and future bond opportunities

Review Purpose

Committee Membership:

Superintendent- John Hood

Assistant Superintendent- Stacy Bailey

Administration- Kelly Sundeen, Steve Stierley, Jody Noble

Teacher Representatives- Matt Prinz, Jeff Vacha, Jocelyn Mankowski, Erin Gould,
Beth Lieber, Lori Mazzullo

Parent/Caregivers- Stephanie Winslow, Lauren Schefke

Alumni- Natalie Warren

Montessori Program Purpose

Okemos Public Montessori's purpose has evolved since inception;

- *revenue/enrollment enhancement during downward enrollment and budget reductions,*
- *provided an alternate educational methodology for students beyond traditional K-12 schooling.*

Today, the program is sought by Okemos resident students, with fewer and fewer schools of choice enrollments each year, alleviating size/space concerns at our three traditional elementary schools.

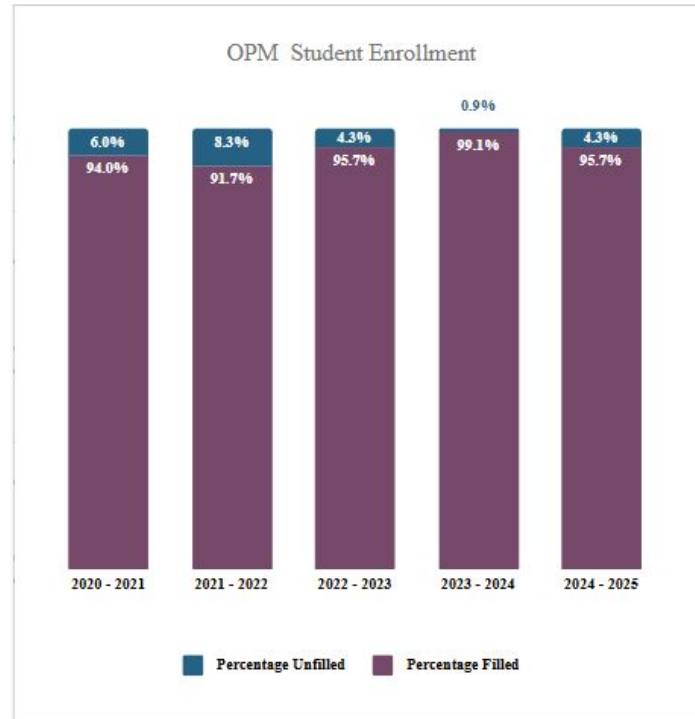
Montessori Enrollment - FAQs

- Montessori has its own enrollment process
 - Lottery: Siblings, Okemos residents, SOC
 - No Montessori experience required PreK-4
 - Prior Montessori experience required, 5-8 (currently)
- Reminder: No district transportation provided

Montessori Enrollment: PreK-4

	Enrollment Full Seats	Empty Seats
2020 - 2021	327	21
2021 - 2022	319	29
2022 - 2023	333	15
2023 - 2024	345	3
2024 - 2025	333	15

	OPM	
	Percentage Filled	Percentage Unfilled
2020 - 2021	94.0%	6.0%
2021 - 2022	91.7%	8.3%
2022 - 2023	95.7%	4.3%
2023 - 2024	99.1%	0.9%
2024 - 2025	95.7%	4.3%

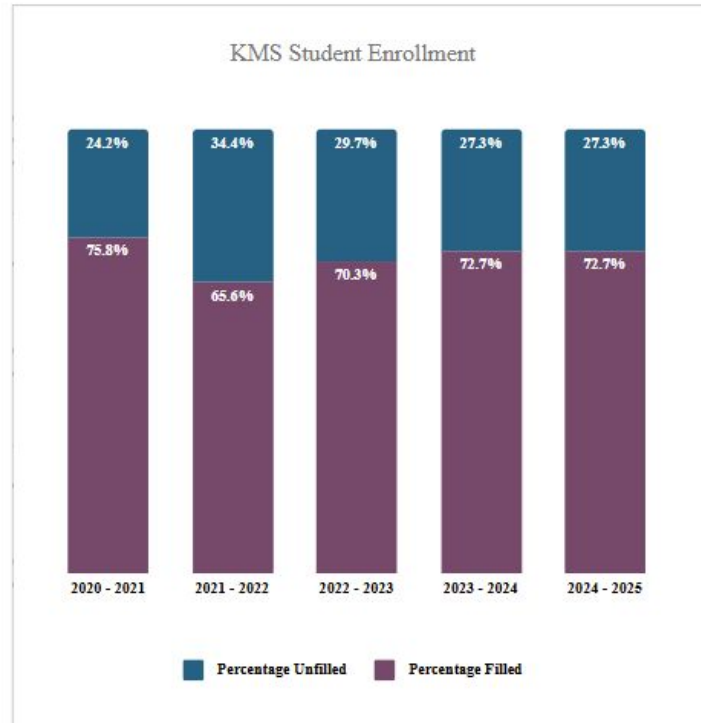


Preschool spots account for almost all spots unfilled.

Montessori Enrollment: 5-6

	Enrollment Full Seats	Empty Seats
2020 - 2021	97	31
2021 - 2022	84	44
2022 - 2023	90	38
2023 - 2024	93	35
2024 - 2025	93	35

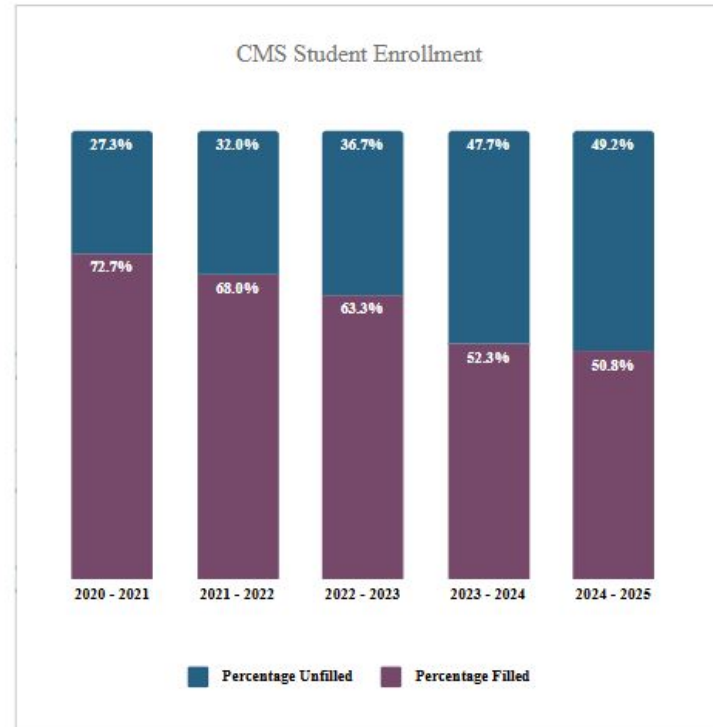
KMS		
	Percentage Filled	Percentage Unfilled
2020 - 2021	75.8%	24.2%
2021 - 2022	65.6%	34.4%
2022 - 2023	70.3%	29.7%
2023 - 2024	72.7%	27.3%
2024 - 2025	72.7%	27.3%



Montessori Enrollment: 7-8

	Enrollment Full Seats	Empty Seats
2020 - 2021	93	35
2021 - 2022	87	41
2022 - 2023	81	47
2023 - 2024	67	61
2024 - 2025	65	63

	CMS	
	Percentage Filled	Percentage Unfilled
2020 - 2021	72.7%	27.3%
2021 - 2022	68.0%	32.0%
2022 - 2023	63.3%	36.7%
2023 - 2024	52.3%	47.7%
2024 - 2025	50.8%	49.2%



Montessori Enrollments: SOC

	2020 - 2021			2021 - 2022			2022 - 2023			2023 - 2024			2024 - 2025		
	OPM	KMS	CMS	OPM	KMS	CMS	OPM	KMS	CMS	OPM	KMS	CMS	OPM	KMS	CMS
Maximum # of Seats	348	128	128	348	128	128	348	128	128	348	128	128	348	128	128
Resident	257	59	52	260	51	50	288	59	47	308	63	44	297	69	43
Non Resident	70	38	41	59	33	37	45	31	34	37	30	23	36	24	22
Total Students	327	97	93	319	84	87	333	90	81	345	93	67	333	93	65
SOC - Non Residents	21.4%	39.2%	44.1%	18.5%	39.3%	42.5%	13.5%	34.4%	42.0%	10.7%	32.3%	34.3%	10.8%	25.8%	33.8%
Percentage of Seats Filled	94.0%	75.8%	72.7%	91.7%	65.6%	68.0%	95.7%	70.3%	63.3%	99.1%	72.7%	52.3%	95.7%	72.7%	50.8%

Montessori Enrollments - Summary

- OPM consistently near capacity, mid 90% range
- Kinawa consistently in low 70% capacity range
- Chippewa declining annually, average 62% capacity (51% currently)
- More Okemos families have chosen to enroll in program over time, fewer SOC, space limitations at Central

- Enrollments in program consistently decrease as students progress Prek-8
 - Transition to traditional prior to OHS
 - Want to be with friends outside of program

Program Strengths

“The education of even a small child, therefore, does not aim at preparing him for school, but for life.” - Dr. Maria Montessori

- Reputation, outcomes
- Montessori trained teachers
- Parapro supports in classrooms
- Montessori philosophy, values, curricula
- Community building
- Critical thinking, independence, responsibility, empathy
- Service learning, themed approach
- Capstone experience in DC
- Only choice option within Okemos for residents

Program Opportunities

- Access
 - More elementary Okemos students want to attend than spots allow for
 - Transportation not provided prek-4; access
- Awareness and Education of program, “demystify”
 - “Montessori” kids and staff
- Staff
 - Finding and retaining trained Montessori teachers
 - OPM specialists turnover, less than full time
- Enrollment
 - Declining secondary enrollments
 - Limited space for elementary demand
- Facility
 - OPM facility age and condition (oldest in district), size (no room to grow)
- Program
 - Building 1 strong OPM preK-8 program, not 3 programs (Central, Kinawa, OPM)
 - Transition to traditional impacting upper grades

Recommendation

- **Continue Montessori Programming**
 - Consideration of flexibility to grow preK-4 in future
 - Survey Okemos Families
 - Identify barriers to attend
 - Gauge interest in future enrollments
 - Strategies to increase 5-8 enrollments
 - Include opportunities for traditional students to
 - Monitor 5-6, 7-8 enrollment (25-26, 26-27)
 - Annual report out to BOE, families (sustainability)
- **Prioritize new prek-4 building in future bond planning**
 - Identify potential locations
 - Pro and con
 - Recommendation

Next Steps

**Long Range
Planning**



Questions

A regular meeting of the Board of Education (the “Board”) of Okemos Public Schools (“District”) was held on the 27th of October, 2025, at 7:00 p.m.

The meeting was called to order by: President Tom Buffett

Present:

Absent:

The following preamble and resolution were offered by _____ and supported by:

WHEREAS, the Board has directed District Administration to create, implement, and analyze surveys related to its strategic planning; and

WHEREAS, Board Member Jason Burns has professional experience and expertise relevant to the creation, implementation, and analysis of surveys and has volunteered to assist District Administration with this project; and

WHEREAS, the Board reviewed a Memorandum of Understanding (attached to this Resolution) setting forth the terms and conditions for Member Burns’ assistance with this project;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board agrees that Board Member Burns’ volunteer assistance with the creation, implementation, and analysis of surveys for strategic planning is a benefit to the District.
2. The Board accepts the terms and conditions of the attached Memorandum of Understanding.
3. The Board authorizes the Board President to take any actions necessary to implement this Resolution.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: __

Nays: __

Motion declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education Okemos Public Schools, certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a special meeting held on October 27, 2025, the original of which is a part of the Board's minutes and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

Executive Summary: These policies are being updated because of Thrun recommendations.

Policy #	Policy Name (Current Public Policy Linked)	2025-June Thrun Policy Updates	Date Revised	Date Adopted	Lead BOE Reviewer	Notes for BOE Trustees
4403	Performance Evaluation *NEW*	https://docs.google.com/document/d/1pp	N/A (new)	N/A (new)	JW (Also HR)	Accept Thrun update as shown in document. Notes: (1) This is a new policy for us, we did not have this policy before. (2) HR also reviewed.
4408	Termination	https://docs.google.com/document/d/195rySMnNyFllliKadivSn-		July 1, 2024	SD (Also HR)	Accept Thrun update as shown in document. Notes: (1) HR also reviewed.
4409	Non-Renewal *NEW*	https://docs.google.com/document/d/19V	N/A (new)	N/A (new)	JB (Also HR)	Accept Thrun update as shown in document. Notes: (1) This is a new policy for us, we did not have this policy before. (2) HR also reviewed.
5202	Unlawful Discrimination, Harassment, and Retaliation Against Students	https://docs.google.com/document/d/1W	February 24, 2025	July 1, 2024	SD	Accept Thrun update as shown in document. Notes: (1) Note the section letters are different in the updated policy versus the current policy because of the changes being made (deleted sections, etc.)
5405-O	Title I Parent and Family Engagement Policy	https://docs.google.com/document/d/198	April 28, 2025	July 1, 2024	JW (Also Stacy Bailey)	Accept Thrun update as shown in document. Notes: (1) Stacey Bailey supplied the list of activities and actions listed in section "E. Implementation" that are listed for the bullet points in all sub-sections except 4b (which was provided by Thrun). These updates is what makes this policy Okemized.
5406	Title I Funds	https://docs.google.com/document/d/1_S6QA611t80axNAvRA/		July 1, 2024	SD (Also Thrun)	Accept Thrun update as shown in document. Notes: (1) Thrun verified the addition is legally required for OPS.

Series 4000: District Employment

4400 Professional Staff

4408 Termination

This Policy must be implemented consistent with Policy 1101.

A. Probationary Teachers

For purposes of this Policy, the “termination” of a probationary teacher occurs when the probationary teacher is discharged during the term of an existing individual employment contract between the probationary teacher and the Board. Discontinuation of a probationary teacher’s employment at the expiration of an individual employment contract is not termination for purposes of this Policy and is addressed separately in Policy 4409.

The Board may terminate a probationary teacher for misconduct, inappropriate behavior, performance that is not effective, or for any other lawful reason at any time.

The Superintendent or designee may recommend the termination of a probationary teacher to the Board. The recommendation will include the reason(s) for the proposed termination.

Probationary teachers recommended for termination by the Superintendent or designee will be provided advance notice of the allegations; an opportunity for a hearing in closed or open session before the Board; and the time, date, and location of the Board hearing.

B. Tenured Teachers

The Superintendent or designee may recommend the termination of a tenured teacher by filing tenure charges with the Board. The Board will consider whether to proceed on the tenure charges or modify the charges. A tenured teacher may be terminated for a reason that is not arbitrary or capricious.

The tenured teacher may challenge the Board’s decision to discharge or demote the teacher by timely filing an appeal with the State Tenure Commission.

C. Non-Teaching Professionals and Teachers not subject to the Teachers’ Tenure Act (preschool, GSRP, or other teachers if they did not serve a probationary period under the Tenure Act)

Unless otherwise provided by a collective bargaining agreement or individual employment contract, a Non-Teaching Professional or teacher who is not subject to the Teachers’ Tenure Act may be terminated by the Board, ~~Superintendent or designee~~ for any reason that is not arbitrary or capricious, subject to due process.

The Superintendent or designee may recommend the termination of a Non-Teaching Professional or teacher to the Board. The recommendation will include the reason(s) for the proposed termination.

Non-Teaching Professionals or teachers recommended for termination by the Superintendent or designee will be provided advance written notice of the allegations; an opportunity for a hearing in closed or open session before the Board; and the time, date, and location of the Board hearing.

D. Extracurricular Positions, Including Athletic Coaches

Unless otherwise provided by a collective bargaining agreement or individual employment contract, extracurricular positions, including athletic coaches, may be non-renewed or terminated at-will by the Superintendent or designee. For contracted extracurricular positions, including athletic coaches, see Policy 4207.

Legal authority: MCL 38.83(2), 38.101, 38.121

Date adopted: July 1, 2024

Date revised:

Series 4000: District Employment

4400 Professional Staff

4409 Non-Renewal

For purposes of this Policy, "non-renewal" of a probationary teacher refers to the discontinuation of the employment relationship between the Board and a probationary teacher at the expiration of the probationary year following the process set forth in the Teachers' Tenure Act.

Teachers must serve a probationary period as required by the Teachers' Tenure Act. A probationary teacher's contract may be non-renewed for performance-based reasons or any other lawful reason.

This Policy must be implemented consistent with Policy 1101.

A. Probationary Period

1. A probationary teacher rated developing or needing support may be subject to non-renewal consistent with the Teachers' Tenure Act. To attain tenure, a probationary teacher must receive a "highly effective" or "effective" rating on 3 year-end performance evaluations, including their most recent evaluation and have completed at least 4 full school years of employment. A teacher's probationary period may extend or the probationary teacher may be nonrenewed, if the teacher does not receive 3 consecutive effective ratings during the probationary period.

For a teacher who previously held tenure in another Michigan public school district, the teacher is subject to a 2-year probationary period, unless the Board acts to reduce the teacher's probationary period. The Board may make such a reduction if it determines that it is in the District's best interest considering factors such as the teacher's employment history; certifications, approvals, or authorizations; experience in subject matter or grade level; professional development, training, and academic preparation; and any other relevant factors as determined by the Board.

2. Reserved

B. Non-renewal

1. Probationary teacher non-renewal is subject to the non-renewal procedures specified in the Teachers' Tenure Act. This Policy will be implemented consistent with that statute.
2. Before non-renewing a probationary teacher, the probationary teacher must receive written notice of the Superintendent's or designee's recommendation for non-renewal and the time, date, and place of the Board meeting at which the Board will consider the recommendation. The recommendation for

non-renewal will state the reason(s) for the recommendation and may include supporting documentation.

3. The probationary teacher must receive written notice of Board action to non-renew the teacher's contract at least 15 calendar days before the end of the school year (June 30) except as provided in subsection 4 below. If the teacher is hired after the beginning of the school year, notice of non-renewal must be received at least 15 calendar days before the teacher's anniversary date of hire.
 4. For a teacher who previously held tenure in another Michigan public school district, the teacher must receive written notice of non-renewal at least 60 calendar days before the completion of the probationary period.
- C. The probationary teacher will be provided an opportunity to address the Board in open or closed session and respond to the Superintendent's or designee's recommendation to non-renew.
 - D. The Board must take action in open session on the recommendation to non-renew the probationary teacher.
 - E. The probationary teacher must be served with written notice of the Board's action non-renewing the teacher's employment and a copy of the Board action within the timeframe required by the Teachers' Tenure Act. The non-renewal notice will specify that a probationary teacher has the right to appeal the timeliness or legal effect of a notice of non-renewal. The appeal must be filed with the State Tenure Commission within 20 calendar days after the probationary teacher's receipt of the notice of non-renewal. A copy of the Teachers' Tenure Act should also be included with the notice.

Legal authority: MCL 38.81 et seq., 38.91 et seq.

Date adopted:

Date revised:

Series 5000: Students, Curriculum, and Academic Matters

5200 Student Conduct and Discipline

5202 *Unlawful Discrimination, Harassment, and Retaliation Against Students*

The District prohibits unlawful discrimination. ~~For purposes of this Policy “Unlawful Discrimination”~~ includes unlawful harassment and retaliation, unless specifically stated otherwise. The District will investigate all allegations of Unlawful Discrimination and will take appropriate action, including discipline, against any person who, following an investigation, is determined to have engaged in Unlawful Discrimination.

~~This Policy applies to student-to-student conduct and staff-to-student conduct. See Policy 4102 for District personnel harassment~~

Complaints alleging Unlawful Discrimination, harassment, and Retaliation against a student will be investigated using the process outlined in Policies 3115-3115H.

Complaints alleging Title IX sexual harassment ~~(staff-to-staff, staff-to-student, student-to-student, or student-to-staff)~~ are governed by will be investigated using the Grievance Process outlined in Policy 3118.

~~This Policy applies to all conduct occurring on school property, including in a classroom, elsewhere on school premises, on a school bus or other school related vehicle, at a school-sponsored activity or event whether or not it is held on school premises, or conduct with a direct nexus to school.~~

~~The District will comply with all applicable state and federal laws related to unlawful discrimination.~~

The identities of the District's Title IX Coordinator, Section 504 Coordinator, and Civil Rights Coordinator are listed in Policy 3115B.

A. Student Handbooks

The Superintendent or designee will include in student handbooks a statement explaining the District's policy against Unlawful Discrimination, including unlawful harassment and Retaliation. This statement must include an explanation of types of Unlawful Discrimination, examples of harassment, reporting requirements, and consequences as described in this Policy.

~~Types of Unlawful Harassment~~

~~“Unlawful harassment” is verbal, written, or physical conduct that denigrates or shows hostility or aversion toward a student because of the student's race, color, religion, sex (including pregnancy, gender identity, or sexual orientation), national origin, disability, or any other legally protected class that has the purpose or effect of:~~

- ~~1. creating an intimidating, hostile, or offensive environment; or~~

~~2. unreasonably interfering with the student's ability to benefit from the District's educational programs or activities.¶¶~~

~~**Race, color, and national origin harassment** is prohibited by Title VI of the Civil Rights Act of 1964 and the Michigan Elliott-Larsen Civil Rights Act. Race, color, and national origin harassment is unwelcome conduct based on a student's actual or perceived race, color, or national origin. Race, color, and national origin harassment can take many forms, including slurs, taunts, stereotypes, or name-calling, as well as racially motivated physical threats, attacks, or other hateful conduct. Under this Policy, harassment based on ethnicity, ancestry, or perceived ancestral, ethnic, or religious characteristics, will be considered race, color, and national origin harassment.¶¶~~

~~**Disability harassment** is prohibited by the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and the Michigan Persons with Disabilities Civil Rights Act. Disability harassment is unwelcome conduct based on a student's actual or perceived disability. Disability harassment can take many forms, including slurs, taunts, stereotypes, or name-calling, as well as disability-motivated physical threats, attacks, or other hateful conduct.¶¶~~

~~**Sex-based harassment** is prohibited by Title IX of the Education Amendments of 1972 and the Michigan Elliott-Larsen Civil Rights Act. For the definition of sexual harassment under Title IX, see Policy 3118. Sex-based harassment prohibited by this Policy includes harassment based on gender identity or sexual orientation. This Policy also prohibits harassment of a sexual nature that does not rise to the level of Title IX sexual harassment, as defined in Policy 3118.~~

B. Reporting Requirements

District personnel must immediately report incidents of alleged Unlawful Discrimination, including incidents that District personnel witness or about which they receive reports or information, regardless of whether the incidents are verbal, visual, or physical, and whether the incidents also constitute harassment, bullying, or hazing.

District personnel who witness an act of Unlawful Discrimination must intervene immediately, unless circumstances would make intervention dangerous. A person who is unable to intervene should promptly attempt to find another person who is able to intervene, contact a building administrator, or contact law enforcement, as the situation requires.

Any student who witnesses an act of Unlawful Discrimination is encouraged to report it to District personnel. No student will be retaliated against based on any report of suspected Unlawful Discrimination. A student may also anonymously report an incident of Unlawful Discrimination. The District will investigate anonymous reports pursuant to its investigation procedures described below to the extent possible pursuant to Policies 3115-3115H or Policy 3118, as applicable. Minor students do not need Parent/guardian permission to file a

~~Complaint complaints or participate in the formal complaint resolution process described below Grievance Procedure described in Policies 3115-3115H and 3118.~~

~~A. How to Report Unlawful Discrimination¶¶~~

~~If you or someone you know has been the victim of unlawful sex-based discrimination, you may file a report with any District employee or with the Title IX Coordinator:¶¶~~

~~John Hood, Superintendent¶¶
4406 N Okemos Rd, Okemos MI 48864¶¶
517-706-5006¶¶
john.hood@okemosk12.net¶¶
¶¶~~

~~Formal Complaints of Title IX Sexual Harassment must be filed with the Title IX Coordinator. For information on the District's Title IX Sexual Harassment Grievance Process, see Policy 3118.¶¶~~

~~If you or someone you know has been the victim of disability-based discrimination, you may file a complaint with:¶¶~~

~~Heather Pricco, Special Education Director¶¶
4406 N Okemos Road, Okemos MI 48864¶¶
517-706-4828¶¶
heather.pricco@okemosk12.net¶¶
¶¶~~

~~If you or someone you know has been the victim of any other type of unlawful discrimination, including unlawful conduct based on race, color, or national origin, you may file a complaint with:¶¶~~

~~John Hood, Superintendent¶¶
4406 N Okemos Rd, Okemos MI 48864¶¶
517-706-5007¶¶
john.hood@okemosk12.net¶¶
¶¶~~

~~A report of unlawful discrimination may be made verbally or in writing.¶¶~~

~~The coordinators identified above will document all unlawful discrimination reports, as well as any incidents they personally observe. The District will retain this documentation in accordance with applicable record retention requirements.¶¶~~

~~B. Complaint Process¶¶~~

~~Any person who has been the victim of unlawful discrimination or any person who has witnessed an incident of unlawful discrimination may make a complaint at any time. District personnel who receive a complaint of unlawful discrimination~~

~~must immediately document the reported incident and notify the appropriate coordinator identified above by the end of the next school day.¶¶~~

~~G. Investigation Timelines¶¶~~

~~The District will initiate an investigation within 5 school days after receiving a complaint of unlawful discrimination. In most cases, an investigation will be completed within 20 school days.¶¶~~

~~The District will attempt to comply with all law enforcement requests for cooperation. In some circumstances, compliance with law enforcement requests may require the District to briefly suspend its investigation. The District will promptly resume its investigation as soon as it is notified by the law enforcement agency that the law enforcement agency has completed its evidence gathering process. This delay should not exceed 10 school days. If the District's investigation is suspended, interim steps will be taken to provide for the safety of the alleged victim or victims and the school community and to avoid potential retaliation. Those steps may include suspending the alleged perpetrator from work or school until the investigation is complete. If the law enforcement agency does not notify the District within 10 school days that the investigation may resume, the District will notify the law enforcement agency that the District intends to promptly resume its investigation.¶¶~~

~~Within 5 school days after completing the investigation, the District will separately notify, in writing, the alleged victim and the alleged perpetrator of the investigation's outcome. Any disciplinary action against the alleged perpetrator will be implemented in accordance with the due process standards contained within Policy 5206.¶¶~~

~~An alleged victim of unlawful discrimination may present new evidence at any time.¶¶~~

~~An alleged perpetrator's status as a student with a disability will not affect the District's obligation to protect the alleged victim during and after an investigation.¶¶~~

~~D. Investigation Procedures¶¶~~

~~The District will use the following procedures when initiating and conducting investigations of unlawful discrimination:¶¶~~

- ~~1. Any written or verbal report of unlawful discrimination or harassment, including anonymous written or verbal reports, will be promptly addressed and investigated.¶¶~~
- ~~2. The District will assure the alleged victim that:¶¶~~
 - ~~a. the complaint will be fully investigated; ¶¶~~
 - ~~b. the alleged victim's identity will be kept confidential during the investigation, to the extent possible;¶¶~~

- ~~e. the alleged victim will not be retaliated against by the District; and¶~~
- ~~d. the District will enforce its non-retaliation policy.¶~~
- ~~3. The District will take preventative measures to ensure that others, including the alleged perpetrator, do not retaliate against the alleged victim during or after the investigation.¶~~
- ~~4. The District will notify the alleged victim that the victim will not be required to confront the alleged perpetrator during the investigation, that steps will be taken to immediately ensure that the alleged conduct does not continue, and that retaliation is prohibited.¶~~
- ~~5. The District will interview any witnesses identified by the alleged victim and the alleged perpetrator. All witnesses will be assured that their identities will be kept confidential during the investigation, to the extent both possible and practical, and that retaliation is prohibited.¶~~
- ~~6. The District will implement individualized interim measures during the investigation to ensure that any unlawful conduct does not continue. Interim measures may include, but are not limited to, temporary schedule changes, no-contact directives, short-term suspensions, changes to class schedules or lockers, and student escorts.¶~~
- ~~7. The District will take action to end unlawful discrimination, including monitoring that the conduct does not reoccur and modifying responses if the unlawful discrimination does reoccur.¶~~
- ~~8. If the alleged victim is a minor student, the District will notify the student's parent/guardian of the complaint. The parent/guardian will be informed of the investigation's status, as appropriate.¶~~
- ~~9. Unless otherwise required by law, if an alleged victim has been discriminated against or harassed based on sexual orientation, gender identity, or non-compliance with gender stereotypes, the District will first consult with the student to determine an appropriate method of notifying the student's parent/guardian of the complaint.¶~~
- ~~10. All documentation, including witness statements, must be kept with the complaint and reports.¶~~
- ~~11. The District will use the preponderance of the evidence standard as the appropriate standard to substantiate allegations of unlawful discrimination.¶~~
- ~~12. If the District determines that a school official's impartiality has been compromised during the investigation process, that school official will be removed from the investigation and have no further involvement.¶~~
- ~~13. If an alleged victim requests complete confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to~~

~~investigate and respond to the complaint consistent with the alleged victim's request. If an alleged victim insists that the victim's name or other identifying information not be disclosed to the alleged perpetrator, the appropriate coordinator or designee will notify the alleged victim that the District's ability to investigate and respond to the complaint may be limited.~~

~~E. Remedies~~

~~The District will take appropriate and effective measures to promptly remedy effects of unlawful discrimination. Appropriate remedies will be based on the circumstances and may include, but are not limited to:~~

- ~~1. providing an escort to ensure that the victim can safely attend classes and school activities;~~
- ~~2. providing the victim with school-based counseling services;~~
- ~~3. providing the victim with academic support services, such as tutoring;~~
- ~~4. rearranging course schedules, to the extent practicable, to minimize contact between the victim and perpetrator;~~
- ~~5. moving the victim's or the perpetrator's locker;~~
- ~~6. issuing a "no contact" directive to the perpetrator; or~~
- ~~7. imposing discipline, up to and including suspension or expulsion, consistent with Policy 5206 and the student code of conduct; or~~
- ~~8. removing district provided transportation.~~

~~Whenever possible, the District will strive to ensure that the victim's academic and other school-related schedules remain intact.~~

~~These remedies may also be available to any other student who is or was affected by unlawful discrimination.~~

~~The applicable coordinator should also consider whether broader remedies are required, which may include, but are not limited to:~~

- ~~1. assemblies reminding students and staff of their obligations under this Policy and applicable handbooks;~~
- ~~2. additional staff training;~~
- ~~3. a climate survey; or~~
- ~~4. letters to students, staff, and parents/guardians reminding them of their obligations under this Policy and applicable handbooks.~~

~~If the alleged victim is a student with a disability, the Superintendent or designee will convene an IEP or Section 504 Team meeting to determine if additional or different programs, services, accommodations, or supports are required to ensure that the alleged victim continues to receive a free appropriate public education.~~

~~B. Investigation Report~~

~~After the investigation concludes, the appropriate coordinator or designee will create an investigation report. The report must include the following information:~~

- ~~1. the alleged victim's name, a description, or identifying information;~~
- ~~2. the alleged victim's relevant protected class(es);~~
- ~~3. the name, a description, or identifying information about the person making the report, if not the alleged victim;~~
- ~~4. the protected class(es) of the person making the report, if not the alleged victim;~~
- ~~5. the nature of the allegation, a description of the alleged incident(s), and the date and time (if known) of the alleged incident(s);~~
- ~~6. the name(s) and protected classes of all persons alleged to have committed the unlawful discrimination, if known, or a description/identifying information available if the name is not known;~~
- ~~7. the name(s) or description/identifying information and protected classes of all known witnesses to the alleged incident;~~
- ~~8. any written statement of the person making the report, the alleged victim (if different than the reporter), the alleged perpetrator(s), and any known witnesses;~~
- ~~9. the applicable standard of evidence, conclusion, and recommendations; and~~
- ~~10. the response by District personnel, including the date any incident was reported to law enforcement.~~

~~C. Filing a False Report~~

~~Any person who knowingly or maliciously files a false report of unlawful discrimination will be subject to discipline, up to and including expulsion.~~

~~D. Retaliation~~

~~Retaliation against a person who reports unlawful discrimination is prohibited. Any person who retaliates against a person who reports suspected unlawful discrimination will be disciplined in accordance with Policy 5206. This prohibition~~

~~against retaliation also applies to retaliation against people who participate in or cooperate with an investigation related to a complaint.~~

C. Office for Civil Rights

Any person who believes that he or she was the victim of Unlawful Discrimination may file a complaint with the Office for Civil Rights (OCR) at any time:

U.S. Department of Education
Office for Civil Rights
~~1350 Euclid Avenue~~ **Cesar E. Chavez Memorial Building**
1244 Speer Boulevard, Suite 325310
~~Cleveland, Ohio 44115~~ ¶
~~Phone: (216) 522-4970~~ ¶
~~E-mail: OCR.Cleveland@ed.gov~~ ¶

Denver, CO 80204-3582
Telephone: 303-844-5695
FAX: 303-844-4303; TDD: 800-877-8339
Email: OCR.Denver@ed.gov

An OCR ~~This~~ complaint may be filed before, during, or after filing a Complaint with the District. A person may forego filing a complaint with the District and instead file a complaint directly with OCR. The District recommends that a person who has been subjected to Unlawful Discrimination also file a complaint with the District to ensure that the District is able to take steps to prevent any further harassment-discrimination and to discipline the alleged perpetrator, if appropriate-necessary. OCR does not serve as an appellate body for District decisions. An investigation by OCR will occur separately from any District investigation.

A. ~~Appeal Process~~ ¶

~~An alleged victim or alleged perpetrator may appeal the written investigation findings and conclusions to the Superintendent within 5 business days of receipt. Upon receipt of an appeal, the Superintendent or designee will review the investigation report, may contact additional witnesses, may consider all additional evidence, and may re-interview any witnesses. The Superintendent will then notify the parties in writing of the decision. The Superintendent or designee is not required to give deference to the investigation report and may consider any new, previously-unavailable evidence in evaluating the appeal.~~ ¶

B. ~~Training~~ ¶

~~The District will provide to District personnel training on responding to and investigating unlawful discrimination. This training is mandatory for all District personnel responsible for implementing and enforcing anti-discrimination and anti-harassment laws and related policies and procedures. The Superintendent or designee will ensure that District personnel are notified of mandatory training sessions.~~ ¶

Legal authority: 20 USC 1400 et seq., 1681 et seq.; 29 USC 206 et seq., 621 et seq., 701 et seq., 794, 2601 et seq., 6101 et seq.; 38 USC 4301 et seq.; 42 USC 1983, 2000d et seq., 2000e et seq., 2000ff et seq., 6101 et seq., 12101 et seq.; 29 CFR 1604.1 et seq., 1635; 34 CFR 106.1, et seq.; MCL 37.1101 et seq., 37.2101 et seq.

Date adopted: July 1, 2024

Date revised: June 11, 2025

Series 5000: Students, Curriculum, and Academic Matters

5400 Curriculum, Instruction, and Parent Involvement

5405-O Title I Parent and Family Engagement Policy

A. Development and Annual Review

This ~~An Engagement Policy~~ will be jointly developed **and annually reviewed, amended,** and distributed to Parents and family members of participating students and the local community in an understandable format, and to the extent practicable, in a language the Parents can understand. ~~An annual evaluation of the Engagement Policy's content and effectiveness will be used to design evidence-based strategies for more effective parental involvement, to revise the Engagement Policy, and to remove barriers to participation. The Engagement Policy will be reviewed annually at a meeting where concerned parties can discuss possible changes to the Engagement Policy.~~

Parents and family members must have opportunities for meaningful input during the annual review process. Information about how Parents and families may provide input will be posted on the District's website. The annual review of this Policy's content and effectiveness will be used to design evidence-based strategies for more effective parental involvement, to revise the Engagement Policy, and to remove barriers to Parent and family participation. The Engagement Policy will be reviewed annually at a meeting where concerned parties can discuss possible changes to the Engagement Policy.

~~A component of the Engagement~~ **This Policy will include a School-Parent Compact jointly developed by the District and Parents that outlines how the Title I school, Parents, and students will share the responsibility for improved student academic achievement and the means by which the school and Parents will build and develop a partnership to help students achieve state education standards.**

B. Parent and Family Engagement

~~The District recognizes the unique needs of students who are being served in its Title I program and the importance of Parent and family engagement in the Title I program. Parent and family engagement in the Title I Program must include, but is not limited to:~~

1. Parent and family engagement means the participation of Parents through regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring that:
 - a. Parents play an integral role in assisting their child's learning;
 - b. Parents are encouraged to be actively involved in their child's education at school;

- c. Parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child; and
 - d. other activities, such as those described in section 1116 of the Elementary and Secondary Education Act (ESEA) are carried out.
2. Parent and family engagement activities are required under this Policy and include, for example, activities such as:
- a. ~~an annual school meeting to which all Parents of participating students will be invited to: inform Parents of their school's participation under this part, to explain Title I, Part A; clarify the requirements of this part, Title I, Part A; and to explain the Parents' right to be involved. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based on need and interest;~~
 - b. ~~an explanation of providing Parents information about the details for student and Parent participation school's Title I, Part A programs, including but not limited to a description of the school's: curriculum objectives, the forms of academic assessment used to measure student progress and, proficiency levels students are expected to meet, achievement levels of the state academic standards, type and extent of participation, parental input in educational decisions, and coordination and integration with other federal, state, and District programs, and evaluations of progress;~~
- C. opportunities to participate in **activities to build Parent involvement activities capacity**, such as training and providing materials to help Parents to work with their students to improve achievement. ~~A goal of Parent activities is to provide Parents with opportunities to participate in education-related decisions for their students, as appropriate;~~
- a. ~~to and encouraging volunteer work at the extent practicable, opportunities for involvement in the Title I Program for Parents of limited English proficiency, Parents with disabilities, Parents with limited literacy, Parents who are economically disadvantaged, Parents of a minority background, or Parents of migratory children. Communication to Parents about student progress and other Title I matters will be provided in a language the Parent can understand, to the extent practicable. Responses to Parent concerns will be provided in a timely manner school as appropriate;~~
 - b. opportunities for Parent-teacher conferences, in addition to those regularly scheduled by the District, if requested by the Parents or as deemed necessary by District staff;
 - c. coordination and integration of parental involvement programs and activities with other community programs. These may include cooperation

with ~~other~~ community programs such as Head Start, preschools, and other community services; and

- d. educating teachers, specialized instructional support personnel, principals, and other school leaders, with the assistance of Parents, in the value and utility of parental contributions, how to reach out to, communicate with, and work with Parents as equal partners.

All Parents, including those with limited English proficiency, disabilities, or limited literacy and those who are economically disadvantaged, of a minority background, or migratory, will have opportunities to participate in Title I parent engagement activities.

Communication to Parents about student progress and other Title I matters will be provided in a language the Parent can understand, to the extent practicable. Responses to Parent concerns will be provided in a timely manner.

D. District Obligations

The District will:

1. operate programs, activities, and procedures for the involvement of Parents in all its schools with Title I, Part A programs. Those programs, activities, and procedures will be planned and operated with meaningful consultation with Parents of participating children;
2. work with its schools to ensure that school-level Parent and family engagement practices are implemented appropriately, and include, as a component, the School-Parent Compact;
3. incorporate this Policy into its LEA plan developed under section 1112 of the ESEA;
4. provide opportunities for the informed participation of all Parents and family members, by providing information and school reports as required by law in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language Parents understand; and
5. if the LEA plan developed under this Policy is not satisfactory to the Parents of participating children, submit Parent comments when it submits the plan to the Michigan Department of Education.

E. Implementation

1. The District will take the following actions to involve Parents in the joint development of this Policy:
 - Involve parents and family members in the joint development of the Title I program and school support and improvement

plan and the process of school review and improvement by including parents on any committees that review the Title I program;

2. The District will provide the following coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective Parent and family engagement activities to improve student academic achievement and school performance:
 - provide coordination, technical assistance, and other support from various central office departments necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family engagement activities that are designed to improve student academic achievement and school performance;
 - design a parent-student-school staff compact that sets out respective responsibilities in striving to raise student achievement and explains how an effective home/school partnership will be developed and maintained;
3. The District will take the following actions to conduct, with the involvement of Parents, an annual evaluation of the content and effectiveness of this Policy:
 - The Superintendent or designee, in coordination with the school improvement committee, will oversee the annual evaluation process, including the collection and review of parent input, participation data, and communication effectiveness.
 - Parents will be engaged through surveys, meetings, or committee participation to provide feedback and recommendations regarding the Policy.
4. To encourage strong Parent and family engagement, the District will:
 - a. hold an informational meeting at least annually to explain this Policy and the school's Title I programming. All Parents of participating students will be invited to this meeting. Invitations may take the form of notes sent with students, announcements in the school newsletter, and notice posted on the school's website;
 - b. provide assistance to Parents and children served by the District in understanding topics such as:
 - state academic standards;
 - state and local academic assessments including alternate assessments;

- Title I, Part A requirements;
 - child progress monitoring; and
 - collaboration with educators.
- c. provide materials and training to help Parents work with their children to improve academic achievement and use technology to foster Parent and family engagement by:
- Literacy materials and books
- d. educate Employees on how to communicate and work with Parents as equal partners, implement Parent programs, and build ties between Parents and schools by:
- Newsletters, building data meetings, school improvement committee meetings
- e. to the extent feasible and appropriate, coordinate and integrate Parent and family engagement programs and activities with other relevant federal, state, and local programs, and conduct other activities, such as parent resource centers, that encourage and support Parents in participating in the education of their children, by:
- Parent teacher conferences, Title I parent night
- f. ensure that information related to the District and Parent programs, meetings, and other activities is sent to the Parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the Parents can understand by:
- Newsletters, Parent teacher conferences, Title I parent night

Legal Authority: 20 USC 6318

Date adopted: July 1, 2024

Date revised: April 28, 2025

Series 5000: Students, Curriculum, and Academic Matters

5400 Curriculum, Instruction, and Parent Involvement

5406 Title I Funds

The District will use Title I funds (including Perkins V funds) to supplement, not supplant, state and local funds that would, in the absence of Title I funds, be spent on Title I programs. The District will ensure that Title I funds will not be used to provide services that otherwise take the place of public education services that are to be provided to all students. A student's eligibility for Title I services may not disqualify the student from any service for which the student is otherwise eligible.

The District will maintain records of Title I-funded professional development. The Superintendent or designee will ensure that professional development is aligned with the needs of the District's Title I programs. Title I-funded professional development will not duplicate that which is funded from other sources and which, in the absence of Title I funds, would be provided to all staff.

Legal Authority: 20 USC 6301 et seq.

Date adopted: July 1, 2024

Date revised:

A regular meeting of the Board of Education (the “Board”) of Okemos Public Schools (“District”) was held on the 27th of October, 2025, at 7:00 p.m.

The meeting was called to order by: President Tom Buffett

Present:

Absent:

The following preamble and resolution were offered by _____ and supported by:

WHEREAS, the Board has directed District Administration to create, implement, and analyze surveys related to its strategic planning; and

WHEREAS, Board Member Jason Burns has professional experience and expertise relevant to the creation, implementation, and analysis of surveys and has volunteered to assist District Administration with this project; and

WHEREAS, the Board reviewed a Memorandum of Understanding (attached to this Resolution) setting forth the terms and conditions for Member Burns’ assistance with this project;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board agrees that Board Member Burns’ volunteer assistance with the creation, implementation, and analysis of surveys for strategic planning is a benefit to the District.

2. The Board accepts the terms and conditions of the attached Memorandum of Understanding.

3. The Board authorizes the Board President to take any actions necessary to implement this Resolution.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: __

Nays: __

Motion declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education Okemos Public Schools, certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a special meeting held on October 27, 2025, the original of which is a part of the Board's minutes and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

**MEMORANDUM OF UNDERSTANDING BETWEEN
BOARD MEMBER JASON BURNS AND OKEMOS PUBLIC SCHOOLS**

This Memorandum of Understanding (“MOU”) is made between Okemos Public Schools (“OPS”), a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, et seq., as amended and OPS Board Member Jason Burns (“Burns”) (collectively “the parties”).

WHEREAS, OPS sets out priorities, objectives, key performance indicators, and district responsibilities through its Strategic Plan, which is developed in consultation with the Board of Education, Administration, Teachers, Staff, Parent, and Community stakeholders;

WHEREAS, OPS seeks to make data-informed decisions about strategic planning and surveys from stakeholders are a valuable source of data;

WHEREAS, recent budgetary constraints have limited OPS’s ability to retain professional services related to strategic planning, including those related to developing, analyzing, and reporting results from school climate surveys;

WHEREAS, OPS Board Member Jason Burns is a research specialist at Michigan State University with credentials and experience relevant to gathering data to evaluate educational policy, school climate, and strategic planning and has volunteered to consult with OPS on these matters;

THEREFORE, the parties execute this MOU to memorialize the terms and scope of the agreement between them.

1. **Scope of Work.** Burns intends to perform tasks to support the development and implementation of a survey instrument(s) and analysis of the resulting survey data related to strategic planning, such as consulting with OPS Administration to develop survey instrument(s), programming the survey(s) into a survey platform, and assisting with analyzing data obtained from survey(s). The parties acknowledge that the scope of work may change and Burns is not obligated to perform any specific task.
2. **Consideration.** The parties acknowledge and agree that Burns is volunteering his time and expertise to support the development and implementation of a survey instrument and analysis of the resulting survey data as a benefit to OPS and for no direct personal benefit, either monetary or in-kind, to himself or his employer (current or future). The parties acknowledge and agree that Burns has no obligation to provide these services and has no expectation of payment or personal benefit for doing so.
3. **Term.** This MOU is in effect from the date it is fully executed through December 31, 2028 or the date Burns is no longer a member of the OPS Board of Education, whichever occurs first. Either party may terminate this MOU immediately with written notice to the other party.

4. **Confidentiality.** Burns acknowledges and agrees that for the purposes of this MOU, he is a “school official” subject to the Family Educational Rights and Privacy Act (“FERPA”) and that he will maintain the confidentiality of all personally identifiable information obtained from FERPA-protected records to which he has access, consistent with FERPA’s requirements.

Burns also agrees that he will not disclose personally identifiable student record information to any third party, including but not limited to his employer (current or future) or a software platform for which OPS does not hold the license, without prior written consent from the parent or guardian or the student if 18 years of age or older.

5. **Collective bargaining.** The parties acknowledges that nothing in this MOU contemplates or authorizes direct bargaining with OPS staff on any matter related to wages, hours, or term and conditions of employment.
6. **Liability and Indemnification.** To the extent permitted by law, and without engaging in any act that may cause a waiver of governmental immunity, the parties shall mutually indemnify and hold each other harmless from any losses sustained because of claims arising under this MOU caused by the other party’s negligence, actions or omissions.

Burns acknowledges and agrees that throughout the term of this MOU, he is required to comply with all OPS Board Policies, including but not limited to those related to Board member conduct.

7. **Legal Compliance.** Burns shall fully and promptly comply with all applicable federal, state, and local law, rules, regulations, ordinances, orders, and OPS policies.
8. **Non-Discrimination** Burns will not discriminate with respect to hire, assignment, or other terms or conditions of employment on the basis of race, color, sex, sexual orientation, gender identity or expression, religion, national origin, pregnancy, age, height, weight, disability, marital status, veteran status, genetic information or any other characteristic protected by state or federal law.
9. **Relationship of the Parties.** Nothing in this MOU will be deemed or construed by the parties as creating a relationship of principal and agent, partners, joint ventures, or any other such relationship between the parties hereto. OPS will not fund liability or benefits, such as worker’s compensation or pension rights, for Burns.
10. **Severability.** If any term, covenant, or condition of this MOU or its application to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this MOU shall remain in effect.
11. **Controlling law.** This MOU shall be governed and construed in accordance with Michigan law.

12. **Entire Agreement.** This MOU is the parties' complete understanding regarding its subject matter. No covenants, promises, agreements, conditions or understanding, either oral or written, between the parties' exists other than those set out in this MOU and Board Policy.
13. **Headings.** The headings used in this MOU are for convenience only and shall not alter the meaning.
14. **Execution.** The parties may execute this MOU in duplicate or electronically transmitted counterparts. Copies of this MOU demonstrating all parties' execution constitute one Agreement.

Jason Burns
Board Member
Dated: _____

Tom Buffett
Board President
Dated: _____