BURR OAK COMMUNITY SCHOOLS
326 E. EAGLE STREET
BURR OAK, MI 49030

OAK OPENINGS

BURR OAK COMMUNITY SCHOOLS

NOVEMBER 2026

Dear Burr Oak Families and Community,

I am so happy to be part of Burr Oak and grateful for the opportunity to serve as your Superintendent. Every school district faces challenges, but I want to take a moment to share the positive steps we are taking together and the exciting direction we are heading. It has been a year since I have started working here in Burr Oak. A year for me to learn and understand the school and community.

Listening to Your Concerns

Before I arrived, a community survey pointed out areas that needed work, such as staff pay, building upkeep, food quality, teacher retention, and school enrollment. I hear you loud and clear. Fixing these things takes time, but our progress in staffing, meal programs, and classroom learning shows we are moving in the right direction. We will keep working hard to make our schools a place we can all be proud of.

Here are a few wonderful things we have accomplished so far:

A New K–12 Curriculum: We updated our learning materials so each grade smoothly builds into the next, ensuring our students are prepared every step of the way.

Better Classroom Focus: Our new cell phone policy reduces distractions, helping students talk to each other more and stay focused on learning.

Balanced Technology: We are pairing iPads and Chromebooks with hands-on activities, group discussions, and direct teacher support so kids aren't just staring at screens.

Better School Meals: We brought in a new food service provider to give our students healthier, higher-quality breakfasts and lunches.

100% Fully Staffed: We have hired qualified, caring teachers and staff for every position. Our students are learning directly from real teachers in the classroom—not through online courses.

Increased Teacher Pay that is competitive to our surrounding districts.

Returning Favorite Classes: We brought back in-person Physical Education, Art, Spanish, and Psychology. After years without an art program, it is wonderful to see our kids being creative again.

Looking Ahead & Getting to Know You

A big thank you goes to our teachers, support staff, administrators, and Board of Education for their teamwork and support.

On a personal note, I have officially finished remodeling my new home and settling in! Now, I look forward to getting out into the community and meeting more of you. I want to hear your thoughts and learn what matters most to your family.

If you would like to grab lunch or sit down to chat, please contact our front office to set up a time. I would love the chance to get to know you.

Thank you for your warm welcome and support of our schools. Working together, we have a bright future ahead!

Educationally yours,

Dr. Kelvin Butts

Getting to Know Your Burr Oak School Board

Understanding our school board, how to connect with its members, and getting to know the people who serve our community.

What Is a School Board?

A school board is a group of elected community members who help guide the direction of our schools. Working alongside the superintendent, the board establishes district policies, oversees the school budget, sets priorities, and helps ensure the district is meeting the needs of its students.

The board's goal is to support a safe, welcoming, and effective learning environment where every student has the opportunity to learn, grow, and succeed.

School board members represent our community and help shape the future of Burr Oak Community Schools. Community questions, feedback, and involvement are important parts of that process.

How Can You Contact the School Board?

If you have a question, concern, or problem involving your child's education, starting with the staff member closest to the situation is often the best first step. Following the appropriate chain of communication can help ensure that concerns are addressed by the people best positioned to resolve them.

A suggested path for addressing concerns:

Teacher or staff member: Begin by discussing the concern with the teacher or staff member directly involved.
Assistant principal: If the concern remains unresolved, contact the assistant principal.
Superintendent: If additional assistance is needed, reach out to the superintendent.
School board: If the concern remains unresolved after these steps, you may contact the school board president or bring the matter to the board through the appropriate process.

School board and district contacts

District website: burroakcs.org

Superintendent, **Dr. Butts**: drbutts@burroakcs.org

Assistant Principal, **M'Shannon Rockette**: mrockette@burroakcs.org

Special Education Director, **Kimberly Glover**: kglover@burroakcs.org

Board President, **Britta Baxter**: brittabaxter@burroakcs.org

Vice President, **Nicole Persinger**: npersinger@burroakcs.org

Secretary, **Jeanne Root**: jeanneroot@burroakcs.org

Treasurer, **Thadius "TJ" Baxter**: tjbaxter@burroakcs.org

Trustee, **Lanette Conklin**: lconklin@burroakcs.org

Trustee, **Terry Conklin Jr.**: terryconklin@burroakcs.org

Trustee, **Tabbitha Hines**: thines@burroakcs.org

Community members are also welcome to share their thoughts during the public comment portion of school board meetings.

Board meetings are scheduled for the second and fourth Mondays of each month at 5:30 p.m. Please visit the district website and select Board of Education to review the meeting calendar and confirm meeting dates, times, and participation guidelines.
*The board room can be accessed through the main parking lot, door #4 located at the west end of the main building.

Your voice matters! Staying informed, asking questions, and participating in public meetings are meaningful ways to help support our schools and students.

Meet Your School Board: Three Members in the Spotlight

This month, we're highlighting three of the seven members who serve on the Burr Oak School Board. Get to know a little more about their backgrounds, their involvement in the community, and their commitment to Burr Oak students.

Thadius "TJ" Baxter

TJ Baxter has served on the Burr Oak School Board for two years. A mechanical engineer, TJ previously served as vice president of the Durbin Group before stepping down to relocate to Burr Oak. He made the move to help with his father-in-law Rick Ultz's farm and raise his two children in the community.

TJ is currently working to establish a 3D-printing business in the former Morharts building. He has also been actively involved in school improvement efforts, including curriculum development.

Through his work on the board and his involvement in the community, TJ is committed to helping Burr Oak students learn, grow, and succeed.

Terry Conklin Jr.

Terry Conklin Jr. has served on the Burr Oak School Board for five years and works for Consumers Energy. He also owns Whiskey Creek and is currently renovating several properties in the village of Burr Oak.

Family is an important part of Terry's life. He is a proud father of five accomplished children—a U.S. Navy, a Detroit Lions football player, a lawyer—and a grandfather of five. His beloved dog, Atlas, is also part of the family!

Terry is committed to strengthening Burr Oak schools and helping create opportunities for every student to thrive.

Nicole Persinger

Nicole Persinger has served on the Burr Oak School Board for thirteen years and works as a registered nurse. As a mother of two, she brings both professional experience and a personal commitment to the success and well-being of local students.

During her time on the board, Nicole has served through three administrative changes and is proud to have contributed to improvements such as updated handbooks, a new roof, and curriculum enhancements.

Beyond her board service, Nicole serves as the sophomore class advisor and volunteers her time to host a student lounge, giving students a welcoming place to connect and spend time together.

Nicole's continued involvement reflects her dedication to Burr Oak schools and to creating a positive, supportive experience for students.

Stay Connected. Get Involved. Make a Difference.

Our school board plays an important role in helping shape the future of Burr Oak Community Schools, but a strong school community is built through partnership. Parents, students, staff, and community members all have a part to play.

Take time to learn about your school board, attend a meeting, ask questions, and share your ideas. Together, we can continue working toward a bright future for Burr Oak and its students.

Watch for future spotlights as we introduce the other members of our seven-member school board!

NOVEMBER 2026

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	**25** Thanksgiving Feast 11 AM - 12:30 PM	**26** NO SCHOOL Thanksgiving	**27** NO SCHOOL	28
29	**30** NO SCHOOL					

FOOD 4 LIFE

TAHER

What's on the Menu?



Download the Food 4 Life app to view the menu for any of the schools that Sturgis serves

Download the app for iphone or android

Burr Oak Community Schools

Breakfast Menu

November 2026

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 Sausage & Cheese on a Biscuit Fresh Fruit Bar 100% Apple Juice 1% Unflavored White Milk 1% low Fat Chocolate Milk	**3** Cinnamon Cream Cheese Filled Bagel, WG Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**4** Donut, WG Cheese Stick Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**5** French Toast Snack Bread, WG Fruit and/or Vegetable Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**6** Biscuits and Gravy Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk
9 Sausage, Egg & Cheese on English Muffin Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**10** Strawberry Nutri-Grain Bar, WG Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**11** Blueberry Muffin, WG Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**12** Cinnamon Roll, WG Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**13** Cocoa Puffs Cereal Bar, WG Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk
16 Sausage & Cheese on a Biscuit Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**17** Brekkie, WG Craisins Fruit and/or Vegetable Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**18** Frosted Brown Sugar Cinnamon Pop-Tart, WG Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**19** Cinnamon Roll Clementine Orange Fruit and/or Vegetable Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**20** Country Peach Yogurt Cup Homemade Granola Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk
23 Sausage, Egg & Cheese on English Muffin Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**24** Cinnamon Cream Cheese Filled Bagel, WG Fruit and/or Vegetable Selection Juice Selection 1% Unflavored White Milk 1% low Fat Chocolate Milk	**25** Sausage & Cheese on a Biscuit Canned Fruit Bar 100% Apple Juice 1% Unflavored White Milk 1% low Fat Chocolate Milk	**26**	**27**
30	**1**			

PRICES

EXTRA INFO

Milk choice of 1% Unflavored White, or Fat Free Chocolate (and Strawberry in Season). For questions or comments, contact Dave Apthorpe at 269-659-1588 or Email sturgisFSD@taher.com
Milk is included in a complete lunch - milk taken separately will be charged at $.50

HARVEST OF THE MONTH



Menus and nutrition our app Taher Food4Life®

FOOD 4 LIFE TAHER

www.taher.com

This institution is an equal opportunity provider.

Burr Oak Community School Lunch

November 2026

Fresh Vegetable Choices and Seasonal Fruit are Offered Daily on the Bar

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2 Crispy Chicken Nuggets Potato Wedges Dinner Roll Cowboy Chicken Munchable Chicken Caesar Salad PB&J Red/Orange Bell Peppers Diced Peaches Apples, Pears & Oranges Choice of Milk	**3** Goulash Corn Dinner Roll Cowboy Chicken Munchable Chicken Caesar Salad PB&J Orange/Red Bell Peppers Mixed Fruit Apples, Pears & Oranges Choice of Milk	**4** House Made Italian Stromboli Roasted Broccoli Cowboy Chicken Munchable Chicken Caesar Salad PB&J Red/Orange Bell Peppers Peach Cup Banana Choice of Milk	**5** Macaroni & Cheese Roasted Carrots Dinner Roll Cowboy Chicken Munchable Chicken Caesar Salad PB&J Cauliflower Floret Applesauce Apples, Pears & Oranges Choice of Milk	**6** Beef Tacos, Soft Spiced Pinto Beans Lettuce, Tomato and Cheese Cowboy Chicken Munchable Chicken Caesar Salad PB&J Cauliflower Floret Diced Pear Apples, Pears & Oranges Choice of Milk
9 Cheesy Bosco Stick Marinara Sauce Steamed Green Beans Turkey BLT Wrap Korean Dumpling Salad PB&J Baby Carrots Diced Peaches Apples, Pears & Oranges Choice of Milk	**10** Country Fried Chicken Mashed Potatoes w/Gravy Butternut Squash with Sage Turkey BLT Wrap Korean Dumpling Salad PB&J Baby Carrots Mixed Fruit Apples, Pears & Oranges Choice of Milk	**11** Beefy Nachos w/ Cheese Sauce Roasted Corn Turkey BLT Wrap Korean Dumpling Salad PB&J Baby Carrots Strawberry Cup Fresh Grapes Choice of Milk	**12** Pasta with Meat Sauce Garlic Toast Roasted Broccoli Turkey BLT Wrap Korean Dumpling Salad PB&J Celery Sticks Applesauce Apples, Pears & Oranges Choice of Milk	**13** Beef Hot Dog on WG Bun Baked Beans, Vegetarian Turkey BLT Wrap Korean Dumpling Salad PB&J Celery Sticks Diced Pear Apples, Pears & Oranges Choice of Milk
16 Corn Dog Potato Oles Ham & Cheese Munchable Beef Taco Salad PB&J Cherry Tomato Diced Peaches Apples, Pears & Oranges Choice of Milk	**17** Chicken Potstickers Chicken Fried Rice Kung Fu Carrots Ham & Cheese Munchable Beef Taco Salad PB&J Cherry Tomato Mixed Fruit Apples, Pears & Oranges Choice of Milk	**18** Sloppy Joe on WG Bun Tater Tots Ham & Cheese Munchable Beef Taco Salad PB&J Cherry Tomato Strawberry Cup Banana Choice of Milk	**19** Roast Turkey & Gravy Mashed Potatoes Steamed Green Beans Ham & Cheese Munchable Beef Taco Salad PB&J Cucumber Slices Applesauce Apples, Pears & Oranges Choice of Milk	**20** Homemade Cheese Pizza Mexican Street Corn Ham & Cheese Munchable Beef Taco Salad PB&J Cucumber Slices Diced Pear Apples, Pears & Oranges Choice of Milk
23 French Toast Sticks, WG Pork Sausage Link Tater Tots Honey Mustard Ham Wrap Chef Salad PB&J Red/Orange Bell Peppers Diced Peaches Apples, Pears & Oranges Choice of Milk	**24** All Amerian Hamburger on WG Bun French Fries Honey Mustard Ham Wrap Chef Salad PB&J Red/Orange Bell Peppers Mixed Fruit Apples, Pears & Oranges Choice of Milk	**25** Cheesy Bosco Stick Marinara Sauce Steamed Peas Honey Mustard Ham Wrap Chef Salad PB&J Red/Orange Bell Peppers Mixed Fruit Apples, Pears & Oranges Choice of Milk	**26**	**27**
30	**1**			

PRICES

Adult Lunch	6.00
Side Milk	.50
Additional Entree	3.25

EXTRA INFO

HARVEST OF THE MONTH



Your MENUS plus more information on our app Taher Food4Life®

FOOD 4 LIFE TAHER

www.taher.com

This institution is an equal opportunity provider.



Thanksgiving Feast

Wednesday, November 25
11:00 AM - 12:45 PM

Burr Oak Community Schools invites all students, staff, families, and community members to join us for a wonderful meal and time of fellowship!

We're asking community members to contribute a small donation of $2–$3 to help cover the cost of food and supplies. Every dollar makes a difference and helps us create a wonderful celebration for our students and community. Thank you for your kindness and support — we couldn't do it without you!

#ThanksgivingFeast #SchoolCommunity #Gratitude

Dinner will be hosted in the new living skills classroom.

JOIN US IN FIGHTING HUNGER!

FOOD DRIVE



There will be two pick up days.
12/11 & 12/18

Our annual Food Drive is here! Be part of a meaningful initiative to support families in need. Bring your donations and help us spread kindness!
The last day donations will be accepted is: 12/18/2025

Please only donate non-perishable items

CANNED GOODS	DRIED GOODS	SNACKS & DRINKS

DONATIONS ARE TAKEN TO THE LOCAL FOOD PANTRY

The top-donating class earns an afternoon movie day!

SCHEDULE MAY CHANGE

BURR OAK

VARSITY GIRLS BASKETBALL

DATE	OPPONET	LOCATION	TIME/BUS TIME	
12/9	BELLEVUE	BELLEVUE	6:30	4:40
12/11	WALDRON	WALDRON	6:00	4:15
12/16	ATHENS	HOME	6:30	
12/18	MENDON	HOME	6:30	
1/6	CLIMAX	CLIMAX	6:30	5:10
1/8	ST. PHIL	HOME	6:30	
1/15	TEKONSHA	HOME	6:30	
1/19	COLON	HOME	6:30	
1/21	ATHENS	ATHENS	6:30	5:30
1/26	NORTH ADAMS	NORTH ADAMS	6:30	5:00
1/28	MENDON	MENDON	6:30	5:30
2/2	JACKSON	HOME	6:00	
2/4	BELLEVUE	HOME	6:00	
2/11	ST. PHIL	ST. PHIL	6:00	4:30
2/16	CLIMAX	HOME	6:00	
2/18	COLON	COLON	6:00	5:10
	DISTRICTS	TBD		



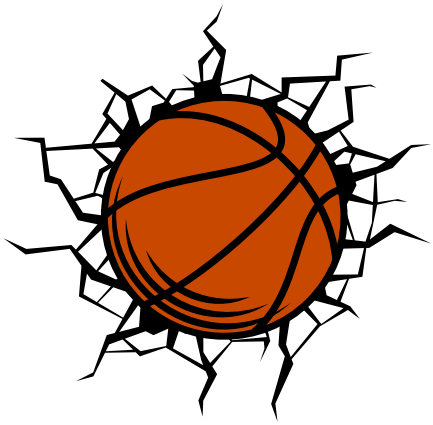


BURR OAK BASKETBALL

JR. HIGH GIRLS

2026/2027

1/11	BELLEVUE	AWAY	5:30	3:50
1/13	WCA	AWAY	5:30	4:00
1/18	ATHENS	AWAY	5:30	4:45
1/20	COLON	HOME	5:30	
1/25	CLIMAX	AWAY	5:30	4:15
1/27	MENDON	AWAY	5:30	4:30
2/1	WCA	HOME	5:30	
2/3	BELLEVUE	HOME	5:30	
2/8	ATHENS	HOME	5:30	
2/10	ST.PHIL	HOME	5:30	
2/15	COLON	AWAY	5:30	4:40
2/17	CLIMAX	HOME	5:30	



JV/VARSITY BOYS BASKETBALL

SCHEDULE MAY CHANGE

2026/2027

DATE	OPPONET	LOCATION	TIME	BUS TIME
12/1	PANSOPHIA	AWAY	5:30	4:30
12/4	WALDRON	HOME	5:30	
12/8	COLON	HOME	5:30	
12/10	BELLEVUE	HOME	5:30	
12/15	ATHENS	AWAY	5:30	4:10
12/17	MENDON	AWAY	5:30	4:30
1/5	CLIMAX-SCOTTS	HOME	5:30	
1/7	ST. PHIL	AWAY	5:30	4:00
1/14	TEKONSHA	AWAY	5:30	4:10
1/15	BATTLE CREEK	HOME	5:30	
1/18	MARCELLUS	HOME	5:30	
1/20	COLON	AWAY	5:30	4:40
1/22	ATHENS	HOME	5:30	
1/25	STURGIS	HOME	5:30	
1/27	MENDON	HOME	5:30	
1/29	NORTH ADAMS	HOME	5:30	
2/3	BELLEVUE	AWAY	5:30	3:50
2/5	JACKSON CHRIS	AWAY	5:30	3:40
2/12	ST. PHIL	HOME	5:30	
2/17	CLIMAX-SCOTT	AWAY	5:30	4:10
2/22	DISTRICTS	COLON	TBD	

JR. HIGH

BOYS BASKETBALL

11/4	CLIMAX-SCOTTS	5:00	
11/9	COLON	5:00	
11/11	WCA	5:00	
11/16	MENDON	5:00	
11/18	ATHENS	5:00	
11/23	ST. PHIL	5:00	3:30
11/30	CLIMAX-SCOTTS	5:00	3:45
12/2	COLON	5:00	4:10
12/7	WCA	5:00	3:30
12/9	BELLEVUE	5:00	
12/14	MENDON	5:00	4:00
12/16	ATHENS	5:00	4:00

SCHEDULE MAY CHANGE

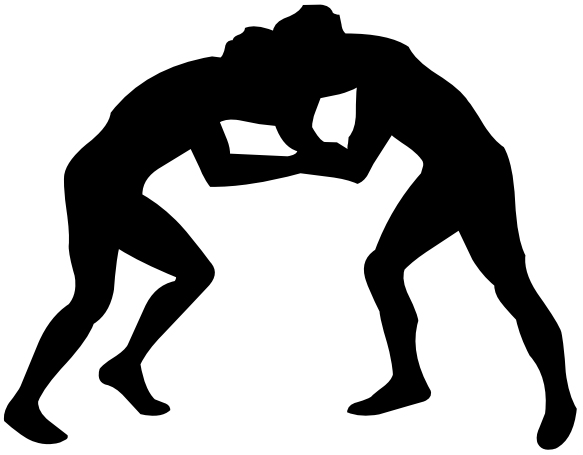


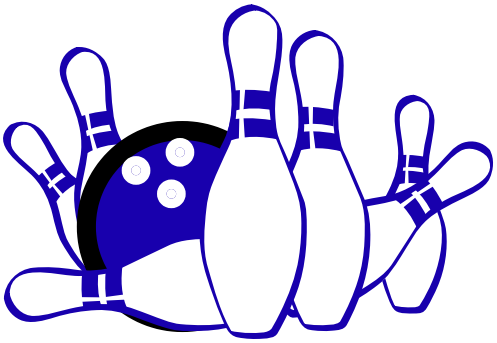
SCHEDULE MAY CHANGE

BURR OAK WRESTLING

2026/2027

DATE	OPPONENT	TIME	VAN
12-2	MENDON	6:00 PM	4:50 PM
12-5	CONCORD	9:00 AM	7:15 AM
12-8	BRONSON	TBD	TBD
12-9	STUGIS	1:00 PM	12:15 PM
12-12	BURTON RICHARDS	9:00 AM	7:00 AM
12-16	GALESBURG-AUGUSTA	6:00 PM	4:30 PM
12-19	STOCKBRIDGE INV	9:00 AM	6:10 AM
1-2	ST. MARY CATHOLIC	9:00 AM	6:00 AM
1-8	UNION CITY INV	TBD	TBD
1-9	OLIVET INV	9:00 AM	7:00 AM
2-6	SCAA TOURNAMENT	9:00 AM	7:50 AM





BOBCAT BOWLING 2026/2027

12/1	HOMER	BRONSON STRIKE ZONE	4:00	3:10
12/7	BRONSON	BRONSON STRIKE ZONE	4:00	3:10
12/17	WILL CARLTON	BRONSON STRIKE ZONE	4:00	3:10
12/20	WILDCAT INV	SOUTH LANES FAMILY	9:00	7:30
1/5	HOMER	UNIVERSITY LANES	3:30	2:00
1/11	WILL CARLTON	HILLSIDE LANES	3:00	1:30
2/3	QUINCY	MIDWAY LANES	3:30	2:30

Weather Information



In the event school is closed or delayed due to severe weather conditions, or for other reasons the following radio and television stations will be informed by 6:30am, or as close to that time as possible.

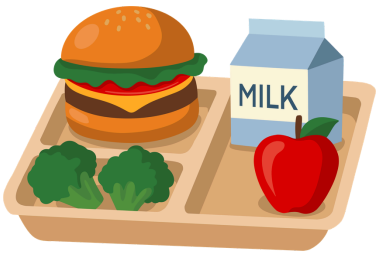
Radio: WBET: 99.3 & WLKM: 95.9

Television WWMT: Channel 3



Burr Oak Community Schools will also notify families of cancellations and delays through our automated system that will call and/or text. If bad weather develops during the day, administrators use technology and other resources available to make the best decision for the safety and welfare of the students. However, students are not sent home before regular dismissal time unless there has been significant notice given through radio broadcast.





Free/Reduced Lunch

Great news! All students enrolled at Burr Oak Community Schools will receive free breakfast and lunch everyday for the 2026/2027 school year.

Pesticide Notification

In compliance with the Department of Agriculture and Plant Management Division, Regulation No. 637, Burr Oak Community Schools is providing notification when each building in the district is treated with pesticide. All buildings are routinely treated with a pesticide by Orkin Pest Control the first Friday of each month. Any questions please feel free to reach out to the main office at (269)-489-2213





School Supplies

Basic school supplies will be provided to the students by the school district.

Alternative Education Options

Step Up – Students that may qualify for Step include, but are not limited to students who are academically behind, beyond traditional school age, pregnant, or teen parent.
My Virtual Academy– For those students that do not fit in a traditional brick and mortar school environment. These are both free options for all students.
www.myvirtualacademy.com



Burr Oak Community Schools

Bylaws & Policies

2261.02 – TITLE I – PARENT'S RIGHT TO KNOW

In accordance with the requirement of Section 1111 of Title I, for each school receiving Title I funds, the Superintendent shall make sure that all parents of students in that school are notified that they may request, and the District will provide the following information on the student's classroom teachers:

- whether the teacher(s) have met the State qualification and licensing criteria for the grade level and subject areas they are teaching

- whether the teacher(s) is teaching under any emergency or provisional status in which the State requirements have been waived

- the undergraduate major of the teacher(s) and the area of study and any certificates for any graduate degrees earned

- the qualifications of any paraprofessionals providing services to their child(ren)

In addition, the parents **shall** be provided:

- information on the level of achievement of their child(ren) on the required State academic assessments;

- timely notice if the student is assigned to a teacher who is not "highly qualified' as required, or if the student is taught for more than four (4) weeks by a teacher who is not highly qualified.

The notices and information shall be provided in an understandable format, and to the extent possible, in a language the parent(s) understand.

20 U.S.C. 6311, Elementary and Secondary Education Act of 1965
34 C.F.R. Part 200 et seq.

Adopted 2/19/03

ADVISORY TO ALL PARENTS

Dear Parent/Guardian:

As a part of the Burr Oak Community School District's pest management program, pesticides are occasionally applied. You have the right to be informed prior to any pesticide application made to the school grounds and buildings. In certain emergencies, pesticides may be applied without prior notice, but you will be provided notice following any such application. If you need prior notification, please complete the information below and return to:

Attn: Maintenance
Burr Oak Community Schools
Box 337
Burr Oak, MI 49030
(269) 489-2213

PESTICIDE PRIOR NOTIFICATION REQUEST

Parent/Guardian Name:

Student's (Child's) Name:

Student's (Child's) Grade:

Street Address:

City:

Telephone Number:

__I wish to be notified prior to a scheduled pesticide treatment inside of the building.

__I wish to be notified prior to a scheduled pesticide treatment on the outside grounds of the school.

__Both of the above

_____ _____

Parent's Signature Date

Notification Of Rights Under FERPA For Elementary And Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are: The right to inspect and review the student's education records within 45 days after the day the [Name of school Burr Oak Community Schools receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal [or appropriate school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

1)The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the [School] to amend their child's or their education record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

2)The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board.

A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

3)The right to file a complaint with the U.S. Department of Education concerning alleged failures by Burr Oak Community Schools to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue SW.
Washington, DC 20202

NONDISCRIMMINATION

The District does not discriminate on the basis of race, color, national origin, religion, sex (including pregnancy, gender identity, or sexual orientation), marital status, disability, or any other legally prohibited basis in admission or access to District programs and activities.

A. Employee complaints of unlawful discrimination (including harassment) and unlawful retaliation are governed by Policy 4104.

B. Student complaints of unlawful discrimination (including harassment) and unlawful retaliation are governed by Policy 5202.

C. A contractor, volunteer, visitor, employee acting outside the scope of employment, or other non-student who believes he or she has been the subject of, or is otherwise aware of, unlawful discrimination (including harassment) or unlawful retaliation must timely file a good faith complaint alleging unlawful discrimination (including harassment) or unlawful retaliation using Form 4104-F with the Superintendent or, if a complaint is against the Superintendent, with the President. A complaint of unlawful discrimination (including harassment) or unlawful retaliation will be promptly and thoroughly investigated. The Superintendent or President will forward the complaint to one of the following, as applicable:

1. Title IX Coordinator;
2. Section 504 Coordinator; or
3. Civil Rights Coordinator.

D. Any person may also contact the Office for Civil Rights, U.S. Department of Education ("OCR"), by email at OCR.Cleveland@ed.gov, by telephone at (216) 522-4970, or by fax at (216) 522-2573 regarding compliance with the regulations implementing Title VI, Title IX, Section 504, or any other applicable laws for which OCR has jurisdiction.

E. A contract to which the District is a party shall be read to include a covenant by the contractor and its subcontractors not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, national origin, religion, sex (including pregnancy, gender identity, or sexual orientation), age, height, weight, and marital status.

Legal authority: 20 USC 1681 et seq.; 29 USC 701 et seq.; 38 USC 4301-4335; 42 USC § 2000d et seq., 42 USC 12101 et seq.; Const 1963, art 1, § 26; MCL 37.1101 et seq., 37.2101 et seq., 37.2209

Date adopted: 06/08/2020