

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

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**Local
Postal Customer**

OAK OPENINGS
BURR OAK COMMUNITY SCHOOLS
OCTOBER 2026

2026-2027 CALENDAR

11-12: 2 days (2 5-hr PD, no students, working lunch, 10 total before school)

14 - Back to school Bash

17 - first day of school students

17 - 21: 5 days

24 - 28: 4 days

31: 1 day

AUGUST 2026						
S	M	T	W	Th	F	S
						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	26	27	28	29
30	31					

FEBRUARY 2027						
S	M	T	W	Th	F	S
	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	26	27
28						

1 - 5: 4 days

3: 1 day Wednesday PD, no students (8-2, working lunch, 6 hours)

8 - 12: 5 days

10: Count Day

15 - 19: 5 days

22 - 26: 5 days

1 - 3: 3 days

Labor Day Weekend Sept. 4 - 7 (legislative holiday mandate)

8 - 11: 4 days

14 - 18: 4 days

21 - 25: 5 days

28 - 30: 2 days

SEPTEMBER 2026						
S	M	T	W	Th	F	S
		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	26
27	28	29	30			

MARCH 2027						
S	M	T	W	Th	F	S
	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	26	27
28	29	30	31			

1 - 5: 5 days

3: 1 day Wednesday PD, no students (8-2, working lunch, 6 hours)

8 - 12: 5 days

11: ½ day, early release, conferences

12: End of Marking Period

15 - 19: 5 days

22 - 25: 4 days

1 - 2: 2 days

5 - 9: 5 days

7: Count Day

12 - 14: 3 days

15: 1 day Thursday PD, no students (8-2, working lunch, 6 hours)

16: NO SCHOOL

16: End of Marking Period

19 - 23: 5 days

22: ½ day, early release, conferences

26 - 30: 5 days

OCTOBER 2026						
S	M	T	W	Th	F	S
				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	26	27	28	29	30	31

APRIL 2027						
S	M	T	W	Th	F	S
				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	26	27	28	29	30	

March 26 - April 2: Spring Break

5 - 9: 5 days

12 - 16: 5 days

19 - 23: 5 days

26 - 30: 5 days

NOVEMBER 2026						
S	M	T	W	Th	F	S
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	26	27	28
29	30					

MAY 2027						
S	M	T	W	Th	F	S
						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	26	27	28	29
30	31					

3 - 7: 5 days

6: NO SCHOOL

10 - 14: 5 days

17 - 21: 5 days

27: ½ day, early release

28: End of Marking Period/Semester

2 - 6: 5 days

9 - 13: 5 days

16 - 20: 5 days

23 - 25: 2 days

November 26 - 30: Thanksgiving Break

DECEMBER 2026						
S	M	T	W	Th	F	S
		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	26
27	28	29	30	31		

JUNE 2027						
S	M	T	W	Th	F	S
		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	26
27	28	29	30			

1 - 4: 4 days

7 - 11: 5 days

14 - 18: 5 days

18: End of Marking Period/Semester

Dec. 21 - Jan 1 Holiday Break

JANUARY 2027						
S	M	T	W	Th	F	S
					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	26	27	28	29	30
31						

JULY 2027						
S	M	T	W	Th	F	S
				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	26	27	28	29	30	31

4 - 8: 5 days

6: NO SCHOOL

11 - 15: 5 days

18: NO SCHOOL

19 - 22: 4 days

25 - 29: 5 days

Blue: Teacher PD

Red: No School - Holidays, Scheduled Break

Daily Student Schedule

Elementary K-4	Middle School (5-8)	High School (9-12)
Drop off 7:20 to 7:45 At 7:20 students will be escorted down to the cafeteria for breakfast 7:45 School Starts 7:45 - 11:37 Block 1 11:37 - 12:05 Lunch 12:08 - 2:41 Block 2	Drop off 7:30 to 7:45 Students may enter class or go to the cafeteria for breakfast 7:45 School Starts 7:45 - 8:47 MS Specials 8:50 - 9:53 Core 9:56 - 10:59 Core 11:02 - 12:05 Core 12:05 - 12:33 Lunch 12:36 - 1:36 Core 1:39 - 2:41 MS Interventions	Drop off 7:35 to 7:45 Students may enter class or go to the cafeteria for breakfast 7:45 School Starts 7:45 - 8:47 1st Hour 8:50 - 9:53 2nd Hour 9:56 - 10:59 3rd Hour 11:02 - 12:05 4th Hour 12:05 - 12:33 Lunch 12:36 - 1:36 5th Hour 1:39 - 2:41 6th Hour



Dear Burr Oak Families, Students, and Staff,

Welcome to the start of an exciting new school year! As your Superintendent, I am thrilled to welcome both returning families and those joining our district for the first time. Our team has worked tirelessly to prepare classrooms and programs that ensure a safe, focused, and exceptional environment for every learner.

To support our students' academic focus, safety, and personal accountability, we are implementing key updates regarding technology, punctuality, athletic eligibility, and student dismissals for the upcoming year.

Cell Phone Policy (State Mandate & Board Policy)

In compliance with a new state law and Burr Oak School Board policy, students are not permitted to have cellphones from 7:30 AM to 2:41 PM, including during lunch.

- Confiscation: Any phone seen or used during these hours will be confiscated and brought directly to the front office.
- 1st Offense: A warning is issued, and the student may pick up their phone at the end of the day.
- Future Offenses: Parents/guardians will be contacted and required to pick up the device at the front office.

Student Sign-Out & Leave Policy

To ensure student safety and streamline office procedures, phone calls will no longer be accepted to excuse a student from school grounds. Students are not allowed to leave school without a written note from a parent or guardian. This written permission can either be emailed to the main office or brought to school directly by the student.

Tardy, Disciplinary, & Truancy Progression

Punctuality is essential for classroom success. The following progressive steps will be strictly enforced:

Tardy Count	Consequence
4 Tardies	Mandatory Detention (24-hour advance notice provided to parents)
6 Tardies	1 Day of In-School Suspension (ISS)
10 Tardies	Converts to 1 Unexcused Absence

Note on Truancy: Continued unexcused tardies leading to unexcused absences will trigger formal court referrals for truancy. As a member of the County Truancy Task Force, I will ensure these legal referrals are processed strictly.

Athletic & Extracurricular Guidelines

- ISS & Game Days: Any student serving In-School Suspension (ISS) on the day of a sporting event CANNOT participate in that game or match.
- Detention & Practice: If a mandatory detention causes a student to miss practice, the coach has full authority to determine if the student will lose playing time.

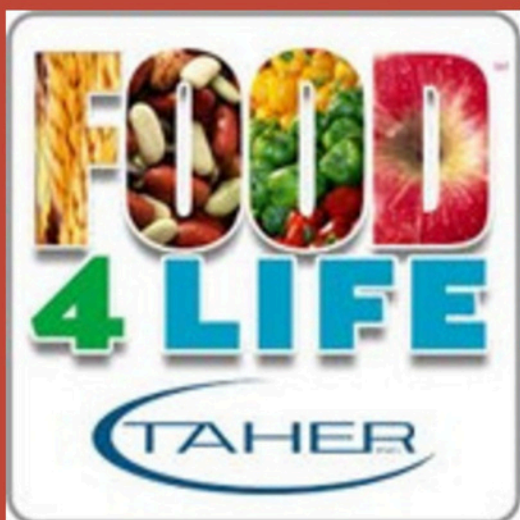
Thank you for your partnership in reinforcing these expectations at home so our students can excel academically, socially, and athletically. Let's make this a wonderful and successful school year!

Warm regards,

Dr. Kelvin Butts

OCTOBER 2026

				1	2	3
4	5	6	7 COUNT DAY FAFSA Night 5-6:30 PM	8	9	10
11	12	13	14	15 PD DAY NO SCHOOL	16 NO SCHOOL	17
18	19	20	21	22 $\frac{1}{2}$ DAY CONFERENCES	23	24
25	26	27	28	29	30	31



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

October
2026

Breakfast Menu

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
28 	29 	30 	1 Apple Frudel, WG 100% Apple Juice 1% Unflavored White Milk	2 Brekkie, WG Cheese Stick Raisins 1% Unflavored White Milk
5 Blueberry Muffin, WG 100% Apple Juice 1% Unflavored White Milk	6 Cocoa Puffs Cereal Bar, WG Craisins 1% Unflavored White Milk	7 Strawberry Banana Yogurt Cup Homemade Granola 100% Grape Juice 1% Unflavored White Milk	8 Cinnamon Roll, WG Fruit and/or Vegetable Selection 1% Unflavored White Milk	9 Cereal or Cereal Bar Cheese Stick 100% Orange Juice 1% Unflavored White Milk
12 French Toast Snack Bread, WG 100% Apple Juice 1% Unflavored White Milk	13 Cinnamon Cream Cheese Filled Bagel, WG Fruit and/or Vegetable Selection 1% Unflavored White Milk	14 Mini-Cinnis Cheese Stick 100% Fruit Punch Juice 1% Unflavored White Milk	15 	16
19 Chocolate Chip Brekkie ,WG 100% Apple Juice 1% Unflavored White Milk	20 Cinnamon Toast Crunch Cereal Bar, WG Raisins 1% Unflavored White Milk	21 Strawberry Nutri-Grain Bar, WG Cheese Stick Raisins 1% Unflavored White Milk	22 Apple Frudel, WG Clementine Orange 1% Unflavored White Milk	23 Strawberry Banana Trix Yogurt Cup 100% Apple Juice 1% Unflavored White Milk
26 Banana Chocolate Chip Snack Bread, WG 100% Apple Juice 1% Unflavored White Milk	27 Chocolate -Caramel Chex mix Cheese Stick Fruit and/or Vegetable Selection 1% Unflavored White Milk	28 Strawberry Banana Yogurt Cup Homemade Granola 100% Grape Juice 1% Unflavored White Milk	29 Cinnamon Roll, WG Apple 1% Unflavored White Milk	30 Cereal or Cereal Bar Cheese Stick 100% Orange Juice 1% Unflavored White Milk

PRICES

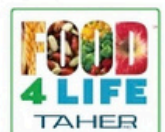
EXTRA INFO

HARVEST OF



THE MONTH

Your **MENUS** plus more
information on our app
Taher Food4Life®



www.taher.com



Burr Oak Community Schools

October
2026

Lunch Menu

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
28 	29 	30 	1 Creamy Chicken Spaghetti Dinner Roll Turkey BLT Wrap Chef Salad PB&J Roasted Broccoli Celery Sticks Applesauce Apples, Oranges & Pears Choice of Milk	2 Country Chicken w/ Gravy Turkey BLT Wrap Chef Salad PB&J Mashed Potatoes Glazed Carrots Celery Sticks Diced Pear Apples, Oranges & Pears Choice of Milk
5 Chili Dog Ham & Cheese Flatbread Munchable Craving Chicken Salad PB&J Tater Tots Cherry Tomato Diced Peaches Apples, Oranges & Pears Choice of Milk	6 Chicken Fajitas Ham & Cheese Flatbread Munchable Craving Chicken Salad PB&J Mexican Corn Cherry Tomato Mixed Fruit Apples, Oranges & Pears Choice of Milk	7 Homestyle Meatloaf Dinner Roll Ham & Cheese Munchable Craving Chicken Salad PB&J Mashed Potatoes w/Gravy Cherry Tomato Peach Cup Banana Choice of Milk	8 Crispy Chicken Sandwich Ham & Cheese Flatbread Munchable Craving Chicken Salad PB&J Spiced Pinto Beans Cucumber Slices Applesauce Apples, Oranges & Pears Choice of Milk	9 Homemade Cheese Pizza Ham & Cheese Flatbread Munchable Craving Chicken Salad PB&J Steamed Broccoli Cucumber Slices Diced Pear Apples, Oranges & Pears Choice of Milk
12 Macaroni & Cheese Dinner Roll Honey Mustard Ham Wrap Chef Salad PB&J Steamed Green Beans Bell Peppers Diced Peaches Apples, Oranges & Pears Choice of Milk	13 Beef Tacos, Soft Honey Mustard Ham Wrap Chef Salad PB&J Mexican Street Corn Bell Peppers Mixed Fruit Apples, Oranges & Pears Choice of Milk	14 Cheeseburger on WG Bun Burger Fixings Honey Mustard Ham Wrap Chef Salad PB&J Baby Carrots Bell Peppers Peach Cup Apples, Oranges & Pears Choice of Milk	15 	16
19 Cheesy Bosco Stick Marinara Sauce Cowboy Chicken Munchable Chicken Caesar Salad PB&J Steamed Peas Baby Carrots Diced Peaches Apples, Oranges & Pears Choice of Milk	20 Homemade Orange Chicken Brown Rice, WG Cowboy Chicken Munchable Chicken Caesar Salad PB&J Sweet Potato Tots Baby Carrots Mixed Fruit Apples, Oranges & Pears Choice of Milk	21 Cheeseburger on WG Bun Brown Rice, WG Cowboy Chicken Munchable Chicken Caesar Salad PB&J Steamed Carrots Baby Carrots Apples, Oranges & Pears Fresh Grapes Choice of Milk	22 Corn Dog Cowboy Chicken Munchable Chicken Caesar Salad PB&J Baked Beans, Vegetarian Other Vegetable Applesauce Apples, Oranges & Pears Choice of Milk	23 Pasta w/ Hearty Meat Sauce Homemade Garlic Toast Cowboy Chicken Munchable Chicken Caesar Salad PB&J Roasted Broccoli Celery Sticks Diced Pear Apples, Oranges & Pears Choice of Milk
26 Roasted Beef Hot Dog on a Bun Turkey and Cheese Sandwich Chef Salad PB&J French Fries Cherry Tomato Diced Peaches Apples, Oranges & Pears Choice of Milk	27 Lasagna Homemade Garlic Toast Turkey and Cheese Sandwich Chef Salad PB&J Steamed Broccoli Cherry Tomato Mixed Fruit Apples, Oranges & Pears Choice of Milk	28 Chicken Potstickers Chicken Fried Rice Turkey and Cheese Sandwich Chef Salad PB&J Kung Fu Carrots Cherry Tomato Peach Cup Banana Choice of Milk	29 Beef Nachos w/Cheese Sauce Turkey and Cheese Sandwich Chef Salad PB&J Salsa Black Beans Cucumber Slices Applesauce Apples, Oranges & Pears Choice of Milk	30 Homemade Cheese Pizza Turkey and Cheese Sandwich Chef Salad PB&J California Blend Vegetable Cucumber Ranch Salad Sliced Peas Apples, Oranges & Pears Choice of Milk

PRICES

EXTRA INFO

HARVEST OF



THE MONTH

Your MENUS plus more
information on our app
Taher Food4Life®



www.taher.com



MAKE-UP PICTURE DAY



All orders will be taken after picture day. Students will receive a digital or printed proof with information for ordering online.





SCHEDULE MAY CHANGE

BURR OAK BOBCATS FOOTBALL



OCT 9 IS
HOMECOMING

2026/2027

OCT 16 IS PARENT
SENIOR NIGHT

WEEK	DATE	OPPONENT	TIME	BUS
1	AUG 27	COLON	7:00 PM	6:00 PM
2	SEPT. 3	PITTSFORD	7:00 PM	5:15 PM
3	SEPT. 11	NORTH-ADAMS	7:00 PM	5:15 PM
4	SEPT. 18	LITCHFIELD	7:00 PM	
5	SEPT. 25	WALDRON	7:00 PM	
6	OCT 2	CAMDEN-FRONTIER	7:00 PM	5:15 PM
7	OCT 9	TEKONSHA	7:00 PM	
8	OCT 16	BRITTON DEERFIELD	7:00 PM	
9	OCT 24	BATTLE CREEK ST PHILLIP	1:30 PM	1200 PM



BURR OAK BOBCATS JR. HIGH FOOTBALL 2026/2027



WEEK	DATE	OPPONENT	TIME	BUS
1	SEPT 2	MENDON SCRIMMAGE	5:00 PM	4:00 PM
2	SEPT. 9	NORTH ADAMS	5:00 PM	
3	SEPT. 16	LITCHFIELD	5:00 PM	3:30 PM
4	SEPT. 23	WALDRON	5:00 PM	3:15 PM
5	SEPT. 30	CAMDEN FRONTIER	5:00 PM	
6	OCT 7	TEKONSHA	5:00 PM	3:45 PM
7	OCT 14	BYE	5:00 PM	

BURR OAK VOLLEYBALL



2026-2027

DATE	OPPONENT	LOCATION	TIME	BUS
8-20	HOWARDSVILLE CHRISTIAN	AWAY	5:30	4:15
8-25	LITCHFIELD	HOME	5:30	4:00
8-29	TEKONSHA TOURNAMENT	AWAY	8:30	7:00 AM
9-1	CLIMAX-SCOTTS	HOME	6:00	
9-10	PANSOPHIA	AWAY	5:30	4:30
9-15	COLON	AWAY	5:30	4:45
9-17	WALDRON	AWAY	6:30	4:45
9-22		HOME	5:30	
9-29	BELLEVUE	HOME	6:00	
10-6	MENDON	AWAY	5:30	4:15
10-13	ATHENS	HOME	5:30	PARENT SENIOR NIGHT
10-22	LEAGUE CROSSOVER	HOME	5:30	
TBD	CAMDEN FRONTIER	TBD	5:30	

SCHEDULE MAY CHANGE



BURR OAK VOLLEYBALL

JR. HIGH

2026-2027

DATE	OPPONENT	LOCATION	TIME	BUS
9-2	ATHENS	HOME	5:30	
9-9	CLIMAX-SCOTTS	AWAY	5:30	4:00
9-14	BELLEVUE	HOME	5:30	
9-16	MENDON	AWAY	5:30	4:30
9-23	COLON	HOME	5:30	
9-30	ST. PHIL	HOME	5:30	
10-7	COLON	AWAY	5:30	4:40
10-12	CLIMAX-SCOTTS	HOME	5:30	
10-14	BELLEVUE	AWAY	5:30	3:50
10-19	MENDON	HOME	5:30	

SCHEDULE MAY CHANGE

2026/2027

BURR OAK CROSS COUNTRY

15K

DATE	TIME	LOCATION	BUS TIME
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9/16	5:30	PITTSFORD	
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9/30	5:30	ATHENS	
------	------	--------	--

10/7	5:30	HILLSDALE ACADEMY	
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10/17	5:30	CHAMIONSHIP COLON	
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SCHDULE SUBJECT TO CHANGE

St. John's Lutheran Church

Faith
Family
Community
Always!

GOOD
PEOPLE
BRIGHTER
TOMORROWS

Safe
Fun
Families
Community
Together!

Trunk or Treat

Saturday, October 31

Corner of 5th & Main Sts.,
Burr Oak, MI

TRICK
OR
TREAT

JESUS
LIGHTS
OUR WAY

HAPPY
HALLOWEEN

KINDNESS
IS ALWAYS
IN SEASON

Burr Oak Schools Mothers' Club
will sponsor Trunk or Treat
in Church Park

5:30 PM-6:00 PM

FREE hot dogs, chips,
cookies and more
at St. John's

5:00 PM-7:00 PM

Everyone is welcome!

TRUNKS
TREATS
COMMUNITY
& CHRIST'S LOVE

SAME
NEIGHBORS
BRIGHTER
TOGETHER

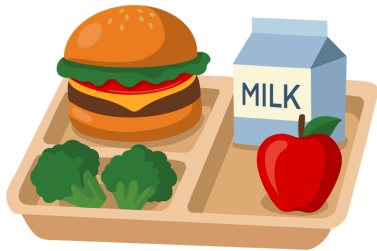
Weather Information

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



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

NONDISCRIMINATION

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

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