Livonia Public Schools

Human Resources

Date: November 12, 2026

To: Andrea Oquist, Superintendent

From: DeAnn Urso, Director of Human Resources

Re: Recommendation to Rescind Administrative Procedures for Board Policy: Gifts to Staff Members

I am formally recommending the removal of the administrative procedures associated with the Board Policy regarding **Gifts to Staff Members**. The existing Board Policy clearly outlines the necessary parameters, limitations, and ethical standards, making it fully sufficient to operate as a stand-alone policy without the need for supplemental procedural guidelines. Please let me know if you require any additional information or would like to discuss this recommendation further.

Thank you for your consideration of this request. Please let me know if you have any questions.

DU/ljn