

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION**

**Committee of the Whole
October 12, 2026 - 5:30pm Tour, 5:45pm meeting
Rosedale Elementary
36651 Ann Arbor Trail
Livonia, MI 48150**

AGENDA

- I. AUDIENCE COMMUNICATIONS**
- II. COMMITTEE OF THE WHOLE**
 - Burton, Chair; Acosta; Bradford; Frank; Jarvis; Johnson; MacFarland
 - A. Rosedale Points of Pride Presentation**
 - B. Hillard
 - B. Notification of Communications Point of Pride / Recognition** **2**
 - S. Jenkins
- III. OPERATIONS COMMITTEE**
 - Johnson, Chair; Bradford; MacFarland
 - A. Sinking Fund Summer 2026 Update** **3**
 - W. Green, J. Burnside
 - B. Quarterly Dashboard** **5**
 - W. Green, J. Burnside
 - C. Facility Use Update** **6**
 - A. Smith
- IV. DIVISION OF INSTRUCTION COMMITTEE**
 - Bradford, Chair; Acosta; MacFarland
 - A. Review of M-STEP, SAT & PSAT Results** **16**
 - T. O'Brien
- V. FINANCE COMMITTEE**
 - Acosta, Chair; Bradford; Jarvis
 - A. Financial Update** **17**
 - A. Smith
- VI. BOARD POLICY COMMITTEE**
 - Frank, Chair; Jarvis; Johnson
 - A. Board Policy IFAB - Supplemental Materials Selection and Adoption** **19**
 - T.O'Brien
 - B. Board Policy IKD - Ceremonies and Observations** **25**
 - J. Keatts
 - C. Board Policy IFB - Student Internet Safety Policy** **27**
 - J. Keatts
- VII. HUMAN RESOURCES COMMITTEE**
 - MacFarland, Chair; Frank; Johnson
- VIII. LEGISLATIVE COMMITTEE**
 - Jarvis, Chair; Acosta; Frank

Date: October 7, 2026

To: Board of Education and Superintendent Oquist

From: Stacy Jenkins

Re: Committee of the Whole – October 12, 2026

This memo is to request a Committee of the Whole agenda item for October 12, 2026 during which I will provide the following:

- A preview of the Points of Pride item for the regular meeting on October 19, 2026 during which I will present a Certificate of Appreciation to Ford Motor Company for two financial donations to our district.
 - The first donation was issued to the LPS Education Foundation for backpacks and school supplies for 1,000 students.
 - The second was issued to the Livonia Warriors Robotics Team for the purchase of computer equipment for the program.

Thank you for your consideration.



Livonia Public Schools

District Services

Date: October 7, 2026

To: Andrea Oquist, Superintendent

From: William Green, Assistant Superintendent & Jeff Burnside, Director of Operations

Re: Sinking Fund Summer 2026 Update

We would like to update the board at Monday's Board of Education Committee of the Whole meeting on the 2026 Summer Sinking Fund Projects. Paul Theriault and Collin Frink, Plante Moran Realpoint, will be discussing the recent projects that have been worked on this summer. They will also present the 3-year look ahead for 2027, 2028, and 2029 projects.

The following projects from the summer of 2026 will be highlighted during their presentation:

Roofing Projects

- Buchanan Elementary School
- Cooper Upper Elementary School
- Franklin High School Competition Gym
- Hoover Elementary School

Paving Project

- Central Office

Water Main Project

- Coolidge Elementary School

Other Projects

- Central Office Monument Sign
- Pool Filtration upgrades at CHS and FHS.
- Central Office Generator (in progress)

- Marshall Razing (LPS-lead project)

All projects were completed in alignment with the district's long-term facility maintenance plan and funded through the voter-approved Sinking Fund.

Thank you.

c: Board of Education

WG/JB



Livonia Public Schools

District Services

Date: October 7, 2026

To: Andrea Oquist, Superintendent

From: William Green, Assistant Superintendent & Jeff Burnside, Director of Operations

Re: Quarterly Dashboard

We would like to request the addition of an agenda item to the Committee of the Whole Meeting scheduled for October 12, 2026.

We, along with Paul Theriault and Collin Frink, of Plante Moran Realpoint (PMR), would like to present the **Quarterly Dashboard Report** to the Board of Education. This report will provide a visual summary of key performance indicators (KPIs), program metrics, and overall progress related to the District's Bond Program. In addition, the presentation will include updates on bond projects currently managed by Plante Moran Realpoint.

We look forward to sharing project progress, key accomplishments, and program insights with the Board of Education.

Please find the attached report for your review.

Thank you for your consideration.

c: Board of Education

WG/JB



Livonia Public Schools

Finance Office

Date: October 6, 2026

To: Andrea Oquist, Superintendent

From: Alison Smith, Chief Financial Officer

Re: Facility Use Update

At the October 5, 2026, Board of Education study session, I presented an overview of the district's facility use program, including the organizations we serve, the facility use request process, rental rates, insurance requirements, and revenue generated through facility use and leases.

I will bring the attached presentation to the upcoming committee meeting to review this information and address any additional questions from the Board.

Please include this agenda item for the Monday, October 12, 2026, Board of Education Finance Committee meeting. As always, please contact me if you have any questions.

Thank you.

c: Board of Education

Facility Use Update

October 12, 2026

Board of Education Committee Meeting



How Our Facilities Are Typically Used by External Groups



High Schools

- Primarily used for their Performing Arts Center (PAC)



Middle Schools & Upper Elementary Schools

- Primarily used for their gyms



Elementary Schools

- Primarily used for classrooms, media centers, and gyms

External Groups Using Our Facilities



Youth Sports & Athletics

- LJAL
- Triple-threat Volleyball (TVO)
- Bulldog Aquatic Club
- Inversion Vault Club
- TGA of Southeast Michigan
- Detroit Soccer District
- Community Basketball
- Wolfpack Wrestling Club (aka PCWC)
- Detroit Catholic Central High School
- SUPERKid Karate (World Class Institute of Martial Arts)
- St. Michael Athletics
- St. Edith Basketball
- Motor City Sluggers
- Detroit Tradesmen Rugby Football Club
- Motor City Ice Baseball/Softball Organization
- Athletika Warriors Baseball
- The D-Zone
- MYWAY (East Region) Wrestling
- True Detroit Lacrosse
- Ramallah Club/St. Mary's Basilica - men's basketball group
- Atomic Pom of Metro Detroit
- Elite Pom
- Livonia Middle School Pompon
- Jammin with Jess Fitness
- Yoga with Jan
- Special Olympics of Michigan



Youth Enrichment/Education Programs

- All Star Driver Education
- Official Driving School
- Life Driving Academy
- Chess Wizzards
- Nuts About Science
- Drama Kids
- Young Rembrandts – Oakland/Lapeer
- Niji Iro Club
- Akanebashi Foundation
- Alex Thomas and Friends – Puppeteering & Stop-Motion Animation (classroom)
- When We Play – board game group (Media Center)
- Niji Iro Drum Class



External Groups Using Our Facilities



Performing Arts

- Piazza Dance Company
- Debbie Felton's Academy of Dance
- Elite Dance Force
- City Lights Chorus
- Livonia Civic Chorus
- Ambassadors of Dance
- Hoaloha Polynesian Dance Group
- Metropolitan DanCentre – Novi
- Performer's Edge Dance Company
- Pioneer District of the Barbershop Harmony Society
- Armenian Community Center
- Armenian Community Center
- Naatyalaya Academy



Colleges / Schools

- Madonna University Athletics (football fields)
- Detroit Catholic Central High School (PAC)
- Michigan New Century Chinese School (PAC)
- Northville High School Swim/Dive

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Nonprofit / Community Service

- The Arc of Northwest Wayne County
- Forever Families
- Fueling Up Our Future
- Arbor Oaks Condominiums
- Heritage Park Condo Association
- Trailbrooke Condominium Association
- Nottingham West Civic Association



Religious Organizations

- Ignition Church
- Stark Road Gospel Hall

How to Request Facility Use

External groups interested in renting district facilities are directed to our website, where they create an account and submit a facility use request.



1

Visit Our Website

Go to our district website and navigate to Departments > Facility Use.



2

Create an Account

New users create an ML Schedules account to get started.



3

Submit a Request

Complete the online facility use request form with all required information.

The screenshot shows the Livonia Public Schools website with a navigation bar at the top containing links: Our District, Parents, Students, Departments, School Board, Careers, Programs, Community, and Schools. Below the navigation bar is a breadcrumb trail: HOME > DEPARTMENTS > FACILITY USE. On the left is a sidebar menu with expandable sections: Finance, Academic Services Curriculum, Communications, Elementary and District Services, Facility Use (which is highlighted), Human Resources, Information and Instructional Technology, Food and Nutrition Services, District Services, Security, Student Services, Transportation, and Secondary Programs. The main content area is titled "Facility Use" and includes an "Overview" section with a thank-you message and contact information for Katrina Villaseñor. Below this is an "Email Facility Use" section with a "Contact" link. Further down is a "Register for a New Account" section explaining the online request process and providing links for additional information. To the right of this is a "Log in and Reserve Spaces" section with a "Log In" button and links to user guides. At the bottom is a "Facility Use General Guidelines" section with eight numbered rules regarding facility use.

Our District Parents Students Departments School Board Careers Programs Community Schools

HOME > DEPARTMENTS > FACILITY USE

Facility Use

Overview

Thank you for your interest in our Facilities. Outside of regular school hours, many of our buildings and grounds are available for public rental. If you would like information about which space might be the most suitable for your use or have other questions, please contact Katrina Villaseñor in our business office at 734-744-2584.

Email Facility Use

[Contact](#)

Register for a New Account

All facility use requests are completed online. The first step needed to make an online facility use request is to create an ML Schedules user account. You can do so by clicking [HERE](#). Be sure to complete all information fields and then click the submit button. If your registration was successful, you will receive an e-mail confirmation.

The links below will provide additional information if needed:

[CREATING A USER ACCOUNT \(VIDEO\)](#)
[COMMUNITY USER QUICK START GUIDE \(PDF\)](#)

Log in and Reserve Spaces

Once your account is created you can start making facility reservation requests using ML Schedules. Click [HERE](#) to reach the Log In screen.

The links below will provide additional information if needed:

[MAKING A REQUEST USING ML SCHEDULES \(VIDEO\)](#)
[COMMUNITY USER QUICK START GUIDE \(PDF\)](#)

Facility Use General Guidelines

1. School groups and programs are given priority usage of all District facilities. The district reserves the right to cancel any permits for school use, should a conflict with school groups or programs develop.
2. On days when school is cancelled or dismissed early because of unexpected circumstances (i.e. severe weather), all activities are cancelled.
3. Applications will not be processed without all completed information, including the certificate of insurance. The School District requires all non-school groups to furnish a Certificate of Insurance (\$1,000,000 minimum liability coverage) that lists Livonia Public Schools as "Additional Insured."
4. Users will be billed in accordance with the schedule of usage fee or rental charges. All checks should be made payable to Livonia Public Schools. Do not pay the staff member directly. Click [HERE](#) for the Facilities Use Fee Schedule.
5. The group using school facilities is responsible for providing adequate supervision of the activity. The user is not permitted to enter into any area other than those areas identified in the reservation.
6. Organizations and groups using school facilities must designate one adult member of its group to be in charge of and responsible for the program or activity at the time application for use of the facilities is made.
7. Smoking, use of tobacco products and/or illegal drugs and alcohol is prohibited on all school property (indoor or outdoor). If this provision is violated, the renting organization will be denied the privilege of any further rentals.
8. No organized groups are permitted to use the School District's facilities without prior approval.

Facility Use Rates

The rates below are for external groups using district facilities outside of regular school hours. 501(c) non-profit groups receive a reduced rate. Additional fees may apply for staff and other services.

ELEMENTARY BUILDINGS		Non-Affiliated Groups	Non-Profit 501c Groups
Space	Unit		
Classrooms	Hour	\$30.00	\$15.00
Media Center	Hour	\$50.00	\$25.00
Gymnasium	Hour	\$50.00	\$25.00
Parking Lot	Hour	\$10.00	\$5.00
Field	Hour	\$10.00	\$5.00

UPPER ELEMENTARY / MIDDLE SCHOOL BUILDINGS			
Space	Unit	Non-Affiliated Groups	Non-Profit 501c Groups
Classrooms	Hour	\$30.00	\$15.00
Media Center	Hour	\$75.00	\$37.50
Gymnasium	Hour	\$85.00	\$42.50
Cafeteria	Hour	\$85.00	\$42.50
Parking Lot	Hour	\$10.00	\$5.00
Field	Hour	\$10.00	\$5.00
Baseball or Softball Field - Emerson	Hour	\$20.00	\$10.00
Track	Hour	\$75.00	\$37.50

HIGH SCHOOL BUILDINGS			
Space	Unit	Non-Affiliated Groups	Non-Profit 501c Groups
Classroom	Hour	\$30.00	\$15.00
Media Center	Hour	\$100.00	\$50.00
Community Room	Hour	\$50.00	\$25.00
Cafeteria	Hour	\$100.00	\$50.00
Kitchen	Hour	\$60.00	\$30.00
Competition Gyms FHS/SHS	Hour	\$90.00	\$45.00
Competition Gyms CHS	Hour	\$125.00	\$62.50
Field House 3 Courts	Hour	\$125.00	\$62.50
Field House 1 Court	Hour	\$60.00	\$30.00
Wrestling Room	Hour	\$50.00	\$25.00
Turf Field	Hour	\$295.00	\$147.50
Track (Indoor / Outdoor)	Hour	\$150.00	\$75.00
Baseball or Softball Field	Hour	\$100.00	\$50.00
Tennis Courts	Hour	\$150.00	\$75.00
Tennis Courts CHS	Hour	\$200.00	\$100.00
Indoor/Outdoor Scoreboard/Unit	Hour	\$50.00	\$25.00
Public Address @ Field	Hour	\$15.00	\$7.50
High School Stadium Lights	Hour	\$50.00	\$25.00
Concessions Booth (Stadium)	Day	\$55.00	\$27.50
Pool, Lockers, Showers	Hour	\$120.00	\$60.00

PERFORMING ART CENTERS (PAC)			
Space	Unit	Non-Affiliated Groups	Non-Profit 501c Groups
Auditorium FHS/SHS	Hour	\$400.00	\$200.00
Auditorium CHS	Hour	\$500.00	\$250.00
Black Box	Hour	\$75.00	\$37.50
Lavaliers	Hour	\$30.00	\$15.00
Risers	Day	\$300.00	\$150.00
Props	Hour	Varies by request	—
Sound/Light Board	Hour	\$75.00	\$37.50
Piano	Day	\$250.00	\$125.00
Dressing Rooms	Hour	Included with rental	—
Concessions Booth (Auditorium)	Day	\$75.00	\$37.50

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PERSONNEL FEES / OTHER (rates are per staff member)			
Space	Unit	Non-Affiliated Groups	Non-Profit 501c Groups
Custodial/Operations Staffing - Monday through Friday	Hour	\$75.00	\$75.00
Custodial/Operations Staffing - Saturdays	Hour	\$100.00	\$100.00
Custodial/Operations Staffing - Sundays	Hour	\$125.00	\$125.00
Event Manager	Hour	—	—
Auditorium (PAC) Manager	Hour	\$75.00	\$75.00
Student Technician	Hour	\$20.00	\$20.00



Important Notes

- These rates apply to external groups using district facilities outside of regular school hours.
- 501(c) non-profit groups receive the reduced rate shown.
- Additional fees may apply for staff and other services.
- Requests are submitted online through our district website (Departments > Facility Use).
- All facility use is subject to district policies and approval.



Risk Management & Insurance



What the District Requires

- A current Certificate of Insurance (COI) showing at least **\$1,000,000** in general liability coverage per occurrence.
- The certificate must name Livonia Public Schools as an Additional Insured.
- Coverage must be maintained for the dates of the requested facility use.



Why It's Required

- Facility use involves real risks, including potential injuries and property damage.
- The insurance requirement helps ensure that outside organizations have appropriate coverage for risks arising from their activities at our facilities.
- This helps reduce the district's uninsured exposure and supports the continued availability of our facilities to the community.



Who Must Provide Proof

- All non-school groups, including non-affiliated groups, 501(c) non-profit organizations, scouting groups, and other community organizations, must provide a Certificate of Insurance before a facility use request is approved.
- Internal school groups and district departments are not required to provide a certificate, as they are covered under the district's insurance program.



Review and Approval

- The Certificate of Insurance is reviewed by our Business Office to confirm it meets district requirements.
- Facility use requests are not approved until a valid certificate is received and on file.
- All other facility use guidelines (including fees, rules, and supervisory requirements) must also be met.



Facility Use Financial Impact

Facility use and leases generate revenue for the district by allowing our facilities to be used by external groups outside of regular school hours.



Leases

\$454,181

Revenue from lease agreements
for district facilities

+



Facility Usage Fees

\$280,139

Revenue from facility use fees
for external groups

=



Total Revenue

\$734,320

GROSS REVENUE FOR
2025-2026 SCHOOL YEAR



What This Means

Revenue from facility use and leases helps maximize the use of our school facilities, supports our community partnerships, and provides important financial resources for the district.

Facility Use Update

October 12, 2026
Board of Education Committee Meeting





Livonia Public Schools

Academic Services

DATE: October 7, 2026

TO: Andrea Oquist

FROM: Theresa O'Brien, Chief Academic Officer

SUBJECT: M-STEP, PSAT and SAT Results

I am requesting to be placed on the agenda for the Committee of the Whole meeting on October 12. I will be sharing the results of our state testing from spring of 2026. We are will be looking at the areas of focus and improvement and our rankings within the Tri County. I look forward to sharing all the test results but here are some areas of highlights:

- All the scores in areas tested in grades 3-11 in ELA, Math, Science and Social Studies are above the State average.
- All ELA and math scores are all in the top 20% in the tri-county.
- Eighth and eleventh grade science and social studies scores are all in the top 20% in the Tri-County.



Livonia Public Schools

Finance Office

Date: October 6, 2026

To: Andrea Oquist, Superintendent

From: Alison Smith, Chief Financial Officer

Re: Financial Update

At the October 5, 2026, Board of Education study session, I presented the attached 2025–2026 budget-to-actual comparison, highlighting how closely actual revenues and expenditures aligned with budget. Revenues were approximately \$52,000 above budget, while expenditures were approximately \$1.34 million below budget, resulting in an ending fund balance of approximately \$29.59 million or 15.6%. This falls within the recommend 15-20% fund balance range recommended by the Michigan School Business Officials.

I will review this comparison at the upcoming Finance Committee meeting and explain how the ending fund balance carries forward into 2026–2027 budget and other items of note for the 2026-2027 budget. Please include this agenda item for the Monday, October 12, 2026, Board of Education Finance Committee meeting. As always, please contact me if you have any questions.

c: Board of Education

2025-26 Budget to Actual Comparison

Revenue	Budget	Actual	Difference	
Local	52,142,816	53,024,854	882,038	1.7%
State	132,389,961	131,559,910	(830,051)	-0.6%
Federal	138,430	138,431	1	0.0%
Other Financing Sources	3,600,000	3,600,406	406	0.0%
	<u>188,271,207</u>	<u>188,323,601</u>	<u>52,394</u>	<u>0.0%</u>

Expenditures

Instructional- Basic Programs	91,295,081	91,290,291	4,790	0.0%
Instructional- Added Needs	18,422,894	18,097,997	324,897	1.8%
Pupil Support Services	11,744,566	11,554,647	189,919	1.6%
Instructional Staff Services	9,835,220	9,798,597	36,623	0.4%
General Administration	1,063,198	1,015,365	47,833	4.7%
School Administration	12,466,961	12,462,171	4,790	0.0%
Business	1,924,840	1,854,559	70,281	3.8%
Operations and Maintenance	21,956,748	21,719,403	237,345	1.1%
Transportation	9,510,761	9,118,796	391,965	4.3%
Central	6,264,447	6,246,776	17,671	0.3%
Other Support Services	3,251,789	3,244,618	7,171	0.2%
Community Services	3,643,645	3,635,315	8,330	0.2%
Other Financing Uses	-	-	-	0.0%
	<u>191,380,150</u>	<u>190,038,535</u>	<u>1,341,615</u>	<u>0.7%</u>

Beginning Fund Balance	31,302,422	31,302,422
Revenue	188,271,207	188,323,601
Expenditures	<u>191,380,150</u>	<u>190,038,535</u>
Ending Fund Balance	\$28,193,479	\$29,587,489
	14.7%	15.6%

2026-2027 Budget Update

	Adopted	First Amended
Beginning Fund Balance	29,193,479	29,587,489
Revenue	191,773,390	191,773,390
Expenditures	<u>192,062,386</u>	<u>192,062,386</u>
Ending Fund Balance	\$28,904,483	\$29,298,493
	15.0%	15.3%

Changes included above:

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Beginning Fund Balance

394,010



Livonia Public Schools

Academic Services

Date: October 7, 2026
To: Andrea Oquist, Superintendent
From: Theresa O'Brien, Chief Academic Officer
RE: Board Policy and Administrative Procedure IFAB

I would like to request to be placed on the Policy Committee agenda for the October 12, 2026, Board of Education Committee of the Whole meeting to present the proposed revisions to Board Policy and Administrative Procedure IFAB, Instructional Program Supplementary Materials Selection and Adoption.

Please include this item on the October 12, 2026, Policy Committee meeting agenda. As always, please let me know if you have any questions.

Thank you for your consideration of this request.

BOARD POLICY

IFAB

INSTRUCTIONAL PROGRAM SUPPLEMENTAL~~RY~~ MATERIALS SELECTION AND ADOPTION

JUNE 20, 1988
~~Reviewed 5/2014~~
October 19, 2026

~~It is the intent of the Board of Education to cover costs of essential instructional materials for the basic program of studies. The Board of Education recognizes that in addition to these essential materials a limited number of other supplemental materials which are desirable for the enrichment of instruction should be provided. There may be instances when there is a materials fee charged for those projects that the student can keep and take home.~~

Livonia Public Schools is committed to providing all essential instructional materials required for the core curriculum at no cost to students. The District may provide a selection of supplemental materials to enrich learning experiences. Administrative Procedures will be followed for the selection of supplemental materials.

ADMINISTRATIVE PROCEDURES

IFAB

INSTRUCTIONAL PROGRAM SUPPLEMENTAL MATERIALS

AUGUST 2014
October 19, 2026

Supplementary materials include all materials that have not gone through the District textbook adoption process.

Teachers may select non-district-approved supplementary materials to enrich the core curriculum. Teachers are expected to read/view/listen to and examine supplementary materials before using them for instructional purposes.

Purchases require a review by the department chair or curriculum coordinator prior to purchasing with building funds. There may be instances when reasonable fees may be assessed to students for specific projects.

Selection Process

All items must be previewed in full and meet standard criteria: age-appropriateness, curriculum alignment, high academic/literary quality, respect for community values, and balanced viewpoints.

- When considering selecting potentially sensitive materials at High School, (Profanity, Violence, Sexual Content) there must be joint review and written evaluation by two teachers, with approval by the principal/coordinator. Finally, a written submission to the director before classroom use. Decisions must balance educational value with the sensitivity of the material. Approval for Library Media Centers does not automatically approve a resource for whole-class instruction.

Parent Communication & Rights

- Advance Notice: For controversial or sensitive content, teachers must notify parents several days in advance with the title, author, format, educational rationale, and an option for an alternative assignment.
- Objections: Teachers must address parent concerns respectfully and provide a alternative assignment of equal academic rigor. Unresolved disputes follow Board Policy IFC – Instructional Materials, Textbooks, and Equipment Selection/Adoption.

Film & Digital Media Policy Media must serve a direct educational purpose (no entertainment or rewards) and adhere to rating restrictions:

- R / NC-17: Prohibited at all grade levels in any form (full length or clips).
- PG-13: Allowed in high school. Allowed in middle and upper elementary only with advance parent notification and opt-out options.
- PG: Allowed with principal approval in upper elementary school with opt-out options, and with parental notification at the K-4 level.

CROSS REF: IKB-Controversial Issues
 IFC – Instructional Materials, Textbooks, and Equipment
 Selection/Adoption

~~Teachers should read/view/listen to and examine supplementary materials before using them for instructional purposes.—Supplementary materials include all materials that have not been approved through the District textbook adoption process.—~~

GUIDELINES

~~Teachers may select supplementary materials of an oral, written, or visual nature to be used in their classes.~~

~~The District expects that teachers will choose supplementary materials with care and professional discretion.—Teachers should read, view, and examine all supplementary materials.~~

~~The process and criteria for selection detailed below are designed to assist teachers in securing the best and most appropriate supplementary materials for their students.~~

GENERAL CRITERIA FOR SELECTION

~~Teachers should consider the criteria below when selecting supplementary materials of an oral, written, and/or visual nature.~~

- ~~• Does the material have instructional relevance and support the District's core curriculum?~~
- ~~• Is the material developmentally appropriate and engaging?~~
- ~~• Does the material have literary, informational, and/or aesthetic value?~~
- ~~• Does the material represent multiple viewpoints when appropriate?~~
- ~~• Have local community values been considered?~~
- ~~• The materials should not have been previously rejected for the LMC collection. Teachers should consult with the school media specialist or call the office of the coordinator of library media services to determine the approval status of a title.~~

~~***Materials approved for the LMC collection do not automatically qualify for use in the classroom.—***~~

ADDITIONAL CRITERIA FOR NON-FICTION

- ~~• Is the writing of high quality, e.g., well organized, concise, and written at an appropriate grade level?~~
- ~~• Are the illustrations of high quality and do they represent an engaging and thoughtful addition to the written content?~~
- ~~• Does the content reflect accuracy in the subject area?~~
- ~~• Is the point of view discernible?~~

ADDITIONAL CRITERIA FOR FICTION

- ~~• Is the subject matter of the book appropriate for the age and development needs of the intended audience?~~
- ~~• Is the writing of fictional material of high quality and is it written with meaningful thematic content, and a command of writer's craft?~~
- ~~• Are the illustrations of high quality and do they represent an engaging and thoughtful addition to the written content?~~

BUILDING LEVEL REVIEW

General requirements:

- Principals will insure that a building level review process for supplementary materials purchased with building allocated funds includes teacher review prior to purchase and/or use with students. The process should involve curriculum representatives or department chairs and may include written evaluations.
- The criteria listed above should be applied in a thorough examination of any material considered for supplementary use.
- Supplementary materials such as newspaper, magazine, and Internet articles that are not purchased with building level funds should also be reviewed by the teacher before using them in the classroom.
- All materials of a potentially controversial or sensitive nature require additional steps including a written evaluation before use in the classroom.

The perception of what is controversial or sensitive is generally a matter of individual teacher judgment. The presence of profanity, violence, and/or sexual incidents does not automatically remove a work from consideration; however, materials with these elements should be considered potentially controversial or sensitive.

BUILDING LEVEL REVIEW AND WRITTEN EVALUATION FOR POTENTIALLY CONTROVERSIAL OR SENSITIVE MATERIAL

A written evaluation to be completed by the teacher wishing to use the material in the classroom is submitted to the appropriate curriculum representative/department chair and the principal.

- The appropriate curriculum representative/department chair will facilitate a review and discussion of the material by at least one other teacher. The discussion should determine the instructional value based on the selection criteria and its potential to be controversial or sensitive in nature. All teachers participating in the review should contribute to the completion of a second evaluation that reflects their collective views. The second evaluation is submitted to the principal. The department chair or curriculum representative should keep a file of completed evaluations.
- The principal has two options:
 - Option 1—approve use of the material in the classroom. The principal may choose to ask the teacher to write a parent letter. See parent letter suggestions on this page.
 - Option 2—disapprove use of the material in the classroom.

PARENT LETTER FOR MATERIAL JUDGED POTENTIALLY SENSITIVE OR CONTROVERSIAL

Suggestions for parent letter:

- Give the title, author, and format (e.g., book, film, video) of the material.
- State the rationale for selecting the material.
- Send several days before the material is introduced to the students.
- Ask the parents to determine their child's participation in reading, viewing, and/or listening to the work and sign accordingly.

WHEN A PARENT OBJECTS

At any time when a parent registers an objection to material approved for classroom use, the teacher will listen to the complaint respecting the person's right to his/her opinion. The teacher will explain the reasons for selecting the material and offer reasonable accommodations for the student if the parent still objects to its use for his/her child. If the teacher and parent cannot come to agreement on the accommodations, the principal becomes involved.

FILM AND VIDEO

Film and video format materials will be shown in the classroom in accordance with the following guidelines:

- Always preview a film/video before using it in the classroom even if it is owned by the District or the school.
- Under no circumstances can an "R" or "NC-17" rated film/video be shown in its entirety or clips from film/video with these ratings be shown.
- Use a film/video when it is the most effective method for presenting or summarizing a topic.
- To meet the copyright law and the fair use guidelines, use a film/video only as an integral part of a learning activity. It is illegal to use a film/video for entertainment or rewards in school if it was not purchased with public performance rights. Titles rented or purchased from video stores and most film/videos purchased with District or school funds do not include public performance rights. Therefore, they can only be used in a classroom setting where face-to-face teaching related to the program occurs.
- The principal must approve the use of a film/video.
- Under no circumstances can a "PG-13" rated film/video be shown to elementary students (K-6). If shown at a middle school level, parents must be notified in advance of film/video title and rating with the option to remove their child from viewing and an alternative assignment provided.



Livonia Public Schools

Elementary Programs

Date: October 7, 2026

To: Andrea Oquist, Superintendent

From: Jennifer Keatts,
Assistant Superintendent of Elementary Programs and Instructional
Services

Subject: Board Policies IFB and IKD

I would like to request to be placed on the Policy Committee agenda for the October 12, 2026 Board of Education Committee of the Whole meeting to continue discussions from the Study Session of October 5, 2026, and present Board Policies IFB and IKD.

JK

BOARD POLICY

IKD

INSTRUCTIONAL PROGRAM CEREMONIES AND OBSERVATIONS

~~JUNE 20, 1988~~

~~Reviewed 5/2014~~

NOVEMBER 16, 2026

~~School activities designed to recognize holidays shall focus on the development of an educational awareness of the historical and cultural importance of the holiday and shall contribute to the general objectives and purposes of instruction.~~

School-sponsored holiday activities shall focus on teaching the historical and cultural background of the holiday and shall contribute to the general objectives and purposes of instruction.

BOARD POLICY

IFB

INSTRUCTIONAL PROGRAM STUDENT INTERNET SAFETY POLICY November 16, 2026

~~DECEMBER 15, 2014~~

~~In accordance with all federal and state regulations relating to technology use in schools, measures will continue to be implemented to block and/or filter access via Internet, electronic mail, or other forms of direct electronic communication to obscenity, pornography, and other material which is harmful to minors.~~

To comply with federal and state regulations, the district uses technology filters on all district devices. These measures block access to obscenity, pornography, and other content harmful to minors across the internet, email, and direct messaging.

Pursuant to Board Policy IFA and Administrative Procedures IFA(1), before being permitted access to the Internet, students will be instructed in the appropriate and ethical use of the Internet, and s ~~Students and parents will sign authorization forms (LivNet) , which further informing these individuals of the appropriate and ethical use of the Internet, and the consequences of policy violations. for failing to adhere to such use.~~

School administration ~~staff~~ will provide instruction ~~on~~ for students about appropriate online behavior, – including interacting ~~with artificial intelligence (AI), with other individuals on social networking websites, and in chat rooms, and cyberbullying awareness and response.~~ School Administration ~~staff~~ will provide reasonable supervision of students' use of the Internet, which will include monitoring the online activities of minors. To the extent practical, steps will be enacted ~~taken~~ to promote safety and security of users by preventing unauthorized access;, other unlawful activities;, and unauthorized disclosure, use, and ~~or~~ dissemination of ~~minors'~~ personal identification information regarding minors.

LEGAL REG.: Children's Internet Protection Act (CIPA) of 2000
Broadband Data Improvement Act of 2008
Protecting Children in the 21st Century Act of 2008
Federal Communications Commission Report and Order of August 2011
CROSS REF.: IFA – District Technology Network and Related Resources