Clark Hill

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November 4, 2026

BY EMAIL

Dr. Christie Robinson, Superintendent
Otsego Public Schools
400 Sherwood Street
Otsego, MI 49078

Re: Title IX Training

Dear Dr. Robinson:

This letter certifies that the individuals listed on the enclosed sheet were present at a Title IX training session on Tuesday, November 3, 2026. The training focused on the major components of Title IX of the Education Amendments of 1972, as amended by the Final Rule, which went into effect on August 14, 2020. The training covered the definition of "sexual harassment" under Title IX, the scope of the District's educational program or activity, requirements of the District's Title IX Grievance Procedure, how to conduct an investigation under the District's Title IX Grievance Procedure (formal and informal), documents required during a Title IX investigation, and other equitable investigation and grievance procedure requirements, including avoiding prejudgment on the facts at issue, conflicts of interest and bias. Finally, the training outlined the various roles of those involved in the Title IX Grievance Procedure: Title IX Coordinator, Investigator, Decision-Maker, Appeal Decision-Maker and Informal Resolution Facilitator.

This letter and attached list should be kept in the FOIA Coordinator's file and/or the Title IX Coordinator's file to ensure compliance under the 2020 Title IX Final Rule. The attached Title IX Training PowerPoint must be posted on the District's website to be in compliance with the Title IX Final Rule.

Thank you very much for providing this learning activity for the District's Administrators, and for inviting us to participate in it.

Sincerely,

CLARK HILL PLC



Kara T. Rozin

KTR:mjz
Enclosures
cc: Cam Ouellette, Assistant Principal, Middle School

OTSEGO PUBLIC SCHOOLS

TITLE IX TRAINING

By: Clark Hill PLC

Tuesday, November 3, 2026

Name	Title
Cam Ouellette	Assistant Principal, Middle School
Mark VanderKlok	Principal, Middle School
Jennifer Courtney	Principal, High School
Sara Patin	Assistant Principal, High School
John Kubiak	Athletic Director
Heather Buskard	Learn ‘N Grow Preschool Director
Tristan Livock	Student Success Coordinator, High School
Emma Gannon	Director of Communications