

OFFICE OF THE OMBUDS

Quarterly Report

July 1, 2025 – September 30, 2025



Office Overview

The Prince William County Public Schools (PWCS) Office of the Ombuds operates in accordance with the International Ombuds¹ Association (IOA) Code of Ethics and adheres to the following principles:



Confidentiality~Impartiality~Independence~Informality

The Ombuds Office seeks to empower those who contact the office to resolve issues on their own if possible. Depending on the situation, the Ombuds Office may utilize different methods/techniques to help the visitor². Some of the common methods/techniques used include:

- Listens and helps clarify visitor concerns
- Provides information and explores available options
- Identifies underlying issues and interests
- Facilitates discussions to resolve issues

While the Ombuds Office can assist most individuals, there are some actions the Ombuds **CANNOT** take, such as:

- Act as an individual’s advocate
- Serve as a formal office of legal notice for PWCS
- Conduct formal investigations
- Maintain records

To learn more about the office and how we can support you, please visit our [website](#). Due to the confidential nature of the office, visitors are seen by appointment either in-person, virtually, or over the phone. To schedule an appointment directly, please use our [online booking system](#). For any questions/concerns, you can contact us in the following ways:

Email: ombuds@pwcs.edu

Phone: 703-791-8587

The Ombuds Office is located at:

Independent Hill Complex
14800 Joplin Road, T 50-01
Manassas, VA 20112

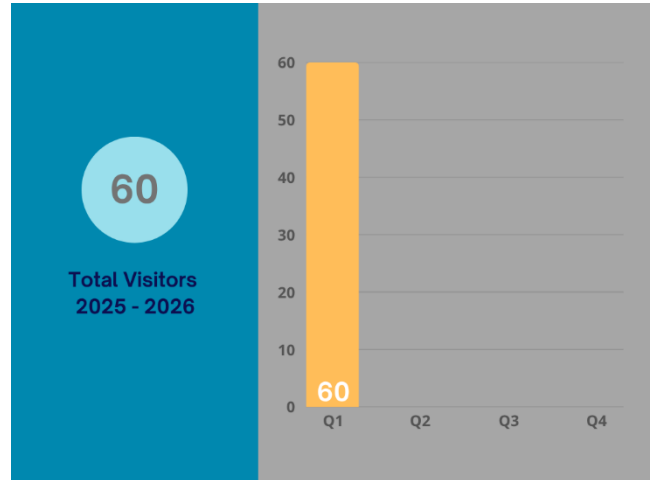
The Ombuds Office is composed of Ombuds, Monique “Mo” Bookstein, CO-OP[®] and Ombuds Specialist, Rosamaria Manzines.

¹ The term “Ombuds” includes all applicable nomenclature in use for an organizational ombudsperson.

² The term “visitor” describes those who engage the services of the Ombuds.

Data Review

The Office of the Ombuds continues to provide parents, students, employees, and members of the school community with assistance in resolving school-related concerns, conflicts, and issues. A single “case” is defined by the individual who is experiencing the conflict.



Visitor Demographics

Students (N = 3)

Individual who attends PWCS

Community (N = 4)

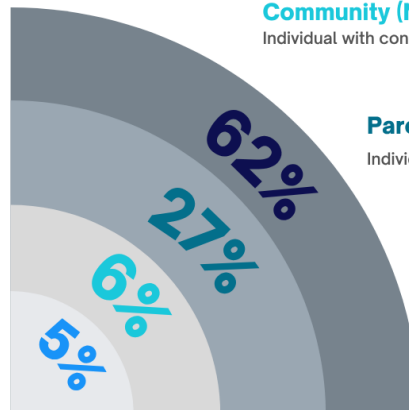
Individual with concerns regarding PWCS

Parents/Guardians (N = 16)

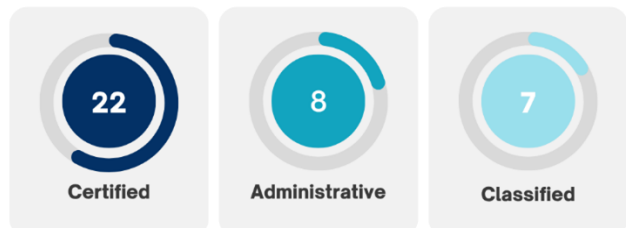
Individual with a student who attends PWCS

Employees (N = 37)

Individual who is employed by PWCS



Employee Visitors



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Uniform Reporting Categories

Below are the IOA Uniform Reporting Categories. This is a list of categories developed by the IOA and used by Organizational Ombuds around the world to anonymously classify the types of issues brought to their offices and identify trends in requests for services. For a more detailed explanation of these categories, see the Ombuds website.

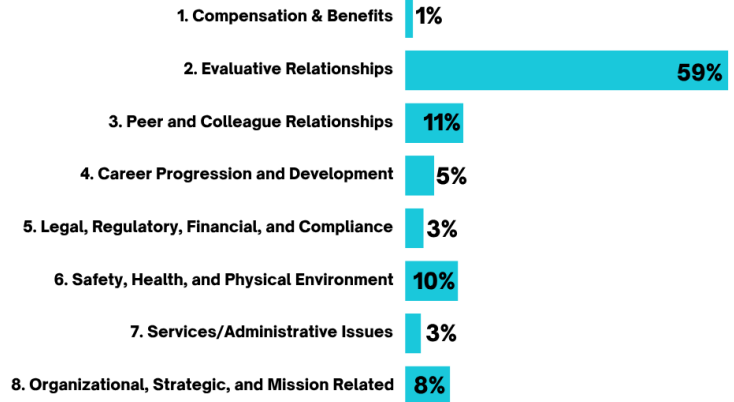
1. Compensation and Benefits;
2. Evaluative Relationships;
3. Peer and Colleague Relationships;
4. Career Progression and Development;
5. Legal, Regulatory, Financial, and Compliance;
6. Safety, Health, and Physical Environment;
7. Services/Administrative Issues;
8. Organizational, Strategic, and Mission Related;
9. Values, Ethics, and Standards; and
10. Educational Partners

Uniform Reporting Categories Data

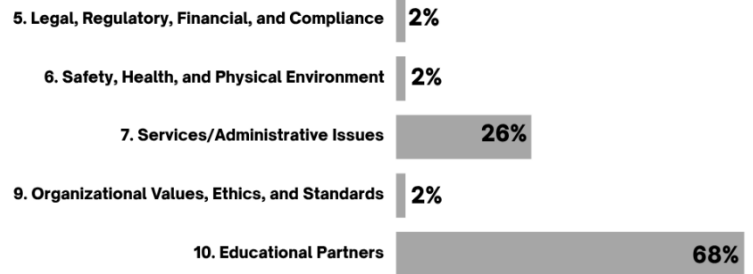
Visitors often express concerns related to more than one category. Within each category, there are numerous subcategories. For a more detailed explanation of this data, see the Ombuds website.

Specific Issue Category	Q1	Q2	Q3	Q4
1. Compensation & Benefits	3			
2. Evaluative Relationships	122			
3. Peer and Colleague Relationships	22			
4. Career Progression and Development	11			
5. Legal, Regulatory, Financial, and Compliance	9			
6. Safety, Health, and Physical Environment	22			
7. Services/Administrative Issues	24			
8. Organizational, Strategic, and Mission Related	18			
9. Values, Ethics, and Standards	1			
10. Educational Partners	45			

Employee Visitors Concerns



Parent/Guardian Visitors Concerns



Community Visitors Concerns



Student Visitors Concerns

