

ORIGINAL

STATE EX REL.
SCHOOL CHOICE OHIO, INC.,

Case No. 2014-0749

Relator,

vs.

Original Action in Mandamus

CINCINNATI PUBLIC SCHOOL
DISTRICT, et al.,

Respondents.

**RESPONDENT SPRINGFIELD CITY SCHOOL DISTRICT'S SUBMISSION OF
EVIDENCE**

Volume 3 of 9

**Contents: Affidavit of Dale R. Miller, Treasurer of the Springfield City School
District, with accompanying exhibits A-V.**

Lawrence E. Barbieri (#0027106)
Counsel of Record
Scott A. Sollmann (#0081467)
*Attorneys for Respondent,
Springfield City School District*
SCHROEDER, MAUNDRELL, BARBIERE & POWERS
5300 Socialville-Foster Road, Suite 200
Mason, Ohio 45040
Phone: (513) 583-4200
Fax: (513) 583-4203
Emails: lbarbieri@smbplaw.com
ssollmann@smbplaw.com

David T. Movius, Esq. (#0070132)
Counsel of Record
Matthew J. Cavanagh, Esq. (#0079522)
Mark J. Masterson, Esq. (#0086395)
*Attorneys for Relator, State ex rel.
School Choice Ohio, Inc.*
MCDONALD HOPKINS LLC
600 Superior Avenue, E., Suite 2100
Cleveland, Ohio 44114
Phone: (216) 348-5400
Fax: (216) 348-5474
Emails: dmovius@mcdonaldhopkins.com
mcavanagh@mcdonaldhopkins.com
mmasterson@mcdonaldhopkins.com

Karen W. Osborn, Esq. (#0065341)
*Attorneys for Respondent,
Springfield City School District*
Martin, Browne, Hull & Harper, PLL
One South Limestone Street, 8th Floor
P.O. Box 1488
Springfield, Ohio 45501
Phone: (937) 324-5541
Fax: (937) 325-5432
Emails: kosborn@martinbrowne.com

FILED
DEC 31 2014
CLERK OF COURT
SUPREME COURT OF OHIO

IN THE SUPREME COURT OF OHIO

STATE EX REL. : Case No. 2014-0749
SCHOOL CHOICE OHIO, INC., :
 :
Relator, :
 :
 :
vs. : Original Action in Mandamus
 :
 :
CINCINNATI PUBLIC SCHOOL :
DISTRICT, et al., :
 :
 :
Respondents. :

AFFIDAVIT OF DALE R. MILLER, TREASURER OF SPRINGFIELD CITY SCHOOL DISTRICT, IN SUPPORT OF RESPONDENT SPRINGFIELD CITY SCHOOL DISTRICT

Lawrence E. Barbieri (#0027106)
Counsel of Record
Scott A. Sollmann (#0081467)
Attorneys for Respondent,
Springfield City School District
SCHROEDER, MAUNDRELL, BARBIERE & POWERS
5300 Socialville-Foster Road, Suite 200
Mason, Ohio 45040
Phone: (513) 583-4200
Fax: (513) 583-4203
Emails: lbarbieri@smbplaw.com
ssollmann@smbplaw.com

David T. Movius, Esq. (#0070132)
Counsel of Record
Matthew J. Cavanagh, Esq. (#0079522)
Mark J. Masterson, Esq. (#0086395)
Attorneys for Relator, State ex rel.
School Choice Ohio, Inc.
MCDONALD HOPKINS LLC
600 Superior Avenue, E., Suite 2100
Cleveland, Ohio 44114
Phone: (216) 348-5400
Fax: (216) 348-5474
Emails: dmovius@mcdonaldhopkins.com
mcavanagh@mcdonaldhopkins.com
mmasterson@mcdonaldhopkins.com

Karen W. Osborn, Esq. (#0065341)
Attorneys for Respondent,
Springfield City School District
Martin, Browne, Hull & Harper, PLL
P.O. Box 1488
Springfield, Ohio 45501
Phone: (937) 324-5541
Fax: (937) 325-5432
Emails: kosborn@martinbrowne.com

Now comes Dale R. Miller, having been duly cautioned and sworn, to state that he is competent to testify and has personal knowledge of the following:

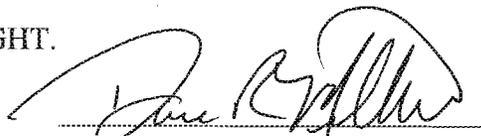
1. Affiant is the Treasurer of the Springfield City School District ("Springfield"). Affiant has served as Treasurer since April 1, 2013, which includes the timeframe in which the events that are the subject of the above-captioned action occurred. Affiant serves as the chief financial officer of Springfield. In this position, among other duties, Affiant is the designated custodian of records for Springfield. The documents attached hereto as Exhibits A through AA are true and accurate copies of documents within Affiant's care, custody, and control, and have been previously produced to Relator School Choice Ohio, Inc. ("SCO") in response to public records requests and/or in response to discovery requests in the above-captioned action.
2. Springfield is comprised of ten elementary schools, three middle schools, one high school, one pre-school, and one alternative school. Springfield had 553 teachers, 85 administrative staff, and 7,660 students enrolled for the 2013-2014 School Year.
3. For the 2012-2013 School Year, Springfield received \$11.8 million in Federal dollars. This amount constituted approximately 10.6% of the total operating revenue of Springfield in the 2012-2013 School Year. In the 2013-2014 School Year, Springfield received \$9.7 million in Federal dollars. This amount constituted approximately 8.3% of the total operating revenue of Springfield in the 2013-2014 School Year. For the 2014-2015 School Year, Springfield has received \$4.6 million in Federal dollars to date. Springfield is classified by the State of Ohio as "economically disadvantaged." This classification is based upon the percent of students eligible for free and reduced lunches as determined by the United States Department of Agriculture, which reports Springfield at 91% economically disadvantaged students.

4. In the 2011-2012 School Year, Springfield suffered a loss of students who enrolled out of the District, enrolled in private schools with the assistance of EdChoice Scholarships, or enrolled in community schools. This loss of students resulted in a loss of funding by the State of Ohio in the amount of \$12,458,814, which directly affected Springfield.

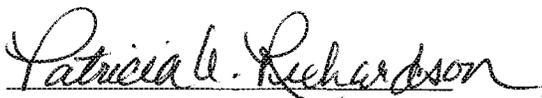
5. In the 2012-2013 School Year, Springfield suffered a loss of students who enrolled out of the District, enrolled in private schools with the assistance of EdChoice Scholarships, or enrolled in community schools. This loss of students resulted in a loss of funding by the State of Ohio in the amount of \$13,049,394, which directly affected Springfield.

6. In the 2013-2014 School Year, Springfield suffered a loss of students who enrolled out of the District, enrolled in private schools with the assistance of EdChoice Scholarships, or enrolled in community schools. This loss of students resulted in a loss of funding by the State of Ohio in the amount of \$13,523,932, which directly affected Springfield.

FURTHER AFFIANT SAYETH NAUGHT.


Dale R. Miller, Treasurer

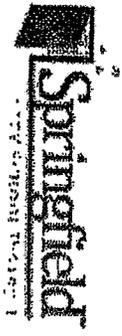
Sworn to before me and subscribed in my presence this 19 day of December 2014.



PATRICIA A. RICHARDSON, Notary Public
In and for the State of Ohio
My Commission Expires Aug. 16, 2015

EXHIBIT A

Attachment to #6



Springfield City School District Retention Initiative

Dr. David Estrop, Superintendent

Kim N. Fish

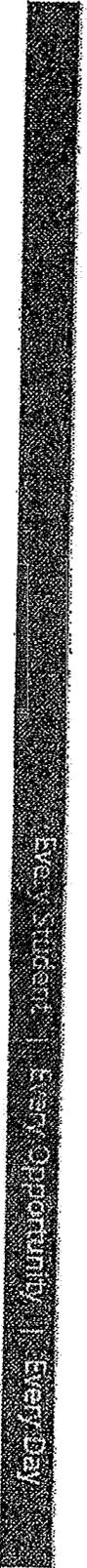
Director of Strategic Initiatives
and Communications

Fishkn@spr.k12.oh.us

Chris Mohr

Treasurer

Mohrcs@spr.k12.oh.us



Retention Initiative

- We lose \$11 million each year as students in our district choose to attend another school.
- We are in an increasingly competitive environment.
- We need to fully assess the situation, so we can determine appropriate strategy and tactics.

A Team Approach

Internal staff with data, business, operational strengths

AND

Selected firms with expertise in market research, school strategy experience, and marketing skills.

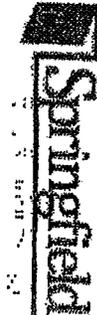


Retention Initiative

- Collect and analyze data
 - Enrollment data, trends
 - Survey results
 - Competitive environment
- Review and discuss strategic alternatives
 - Set priorities
 - Develop tactical plans

Early Results >> Low hanging fruit

- Expand and promote the educational opportunities for our students.
 - Continue to listen to our customers' needs
 - Pilot K-12 blended digital learning
 - Market our current opportunities, help customers personalize their education.
- Start first at Springfield High School



One "obvious" tactic

Publicize the Opportunities

at

Springfield High School

Spring 2012

000084



Every Student | Every Opportunity | Every Day

Time is Right

- Great things going on at SHS
 - Stable organizational structure
 - Improved school climate
 - Test scores improved
 - Expanded and popular offerings:
 - New courses, unique offerings, more flexibility, internships, new and re-invigorated co-curricular activities, more extended day opportunities.
- **And...we've got RTTT funding for outreach**

Economic Necessity and Opportunity

Choosing Other High School:

Open enrolled out (county schools) => 290

(open enrolled in: 53)

Net Loss: 237 students = \$1,353,243

EdChoice vouchers =64

Catholic Central => 35; Emmanuel => 25

Net Loss: 64 students = \$300,800

Community Schools =241

Lifeskills => 137; ECOT => 40; OVA=>20;

Net Loss: 241 students = \$1,769,181

TOTAL NET LOSS (grades 9-12) 542 students

More than \$3,423,224

Listening to the “Customer”

- What do the students say?
 - Three listening sessions
 - Recent grads who returned for College 101
 - Current 9-12 students, from all Academies

“Why would you tell others to come to SHS?”

Great Teachers

- They really care about me
- They are pushing me – to make me ready for the next step in my life
- They support me, even as they push me

(College returnees said they were academically well prepared and had confidence to ask for help when needed)

Diversity of student body

- Everyone can find friends
- It’s “real world”
- We learn from each other
- It’s never boring, every day is different

(College returnees said they were more prepared for college adjustments than peers from smaller, more homogeneous schools)



Everyday Amazing

000089

External Elements include: Internal Elements include:

- Billboards, News Sun ads, online ads, mall advertising, direct mail
- Video which can be shared via websites, Facebook, and in schools.
- Kick-off event (after OGTs)
- Attentive intake process for interested families.
- Student ambassadors
- Metrics to track interest, success, and lead to next steps.

SHS students tell their stories

Springfield



Springfield High »

1000 S. Springfield Ave. Springfield, MO 65804

Grant

- Out School
- News
- Students
- Activities
- Athletics
- Calendar of Events
- School News
- School Documents
- Staff
- Sports Calendar
- Staff Directory
- Standards & Accountability
- Google for Students
- SHS Parent Survey
- Everyday/Amazing
 - Hayes
 - Grant
 - Kalle
- Google Translate

Computer's Links





OUTDOOR : 03-04-12

000092

Springfield

GIVE US A DRIV

We'll give you amazing.

Considering what high school is right for your Vets Springfield High School and see amazing.

It's Everyday Amazing

To schedule your tour, call 937.595.4320 or visit www.spkhszoh.us



Springfield

It's Everyday Amazing

Take a Tour! Start at www.spkhszoh.us

Springfield

It's Everyday Amazing

Take a Tour! Start at www.spkhszoh.us

Springfield

It's Everyday Amazing

Take a Tour! Start at www.spkhszoh.us

Springfield

It's Everyday Amazing

Take a Tour! Start at www.spkhszoh.us

MAIL SIGNAGE : 03-04-12

000093

**Deliberate roll out to staff and
students**

**Extra attention on intake process
Metrics to track success**

EXHIBIT B

#8

From: MohrCS@spr.k12.oh.us
To: 'Lois Graham' <lgraham@scoho.org>
Date: Tue 05 Feb 2013 02:37:41 PM -0500
Cc:
Subject: RE: Student Record request - Springfield

image001.png ((13 kb)) image002.png ((13 kb)) image003.png ((2 kb)) image004.png ((13 kb))

Dear Ms. Graham:

As I am sure you are aware, Ohio law requires that we protect our students' privacy and prohibits the release of student directory information unless we have made a determination that the intended use is not for a profit making plan or activity. In order for us to determine whether the records you are seeking are permitted to be released, we require a more specific description of the information about public school options which you intend to share with our students. If you have a letter or brochure you intend to mail, please send us a copy. If you do not yet have a final product, please describe substance of the information you intend to mail.

Thank you very much for your assistance in this regard.

Sincerely,

Chris Mohr

From: Lois Graham [mailto:lgraham@scoho.org]
Sent: Monday, February 04, 2013 2:29 PM
To: Mohr, Christopher
Subject: RE: Student Record request - Springfield

Mr Mohr,

I am not sure what type of information you are requesting from School Choice Ohio.

Our letter states the data will not be used for any profit making activities and I noted the reason for our request was to inform parents about their public school options.

Here is a link to our website: <http://www.scoho.org/>

If this is not sufficient, please advise what specific information you require.

Lois Graham

Lois Graham, Office Manager

School Choice Ohio

88 E Broad Street, Suite 640, Columbus, OH 43215

Ph: 614.223.1555 – Fax: 614.223.1565

Email: lgraham@schoio.org



From: Mohr, Christopher [<mailto:MohrCS@spr.k12.oh.us>]
Sent: Monday, February 04, 2013 1:50 PM
To: Lois Graham
Subject: RE: Student Record request - Springfield

Ms. Graham

Indicating that School Choice Ohio is a 501 c (3) is insufficient. Please provide us with information about School Choice Ohio that enables us to determine if your request complies with Ohio Law.

Sincerely,

Chris Mohr

From: Lois Graham [mailto:lgraham@schoho.org]
Sent: Thursday, January 31, 2013 1:38 PM
To: Mohr, Christopher
Subject: RE: Student Record request - Springfield

Mr. Mohr,

Thank you very much for your reply to our public records request for student directory information. We at School Choice Ohio are happy to honor your request for information on the reason and use of the data.

The purpose of this request is to share information with families about the public school options .

In the event you did not receive the Excel template for the request, I have attached it for you.

School Choice Ohio is a non-profit Organization 501 (c)(3).

Please let me know if I can assist you further.

Lois Graham

Lois Graham, Office Manager

School Choice Ohio

88 E Broad Street, Suite 640, Columbus, OH 43215

Ph: 614.223.1555 – Fax: 614.223.1565

Email: lgraham@scoho.org



From: Mohr, Christopher [<mailto:MohrCS@spr.k12.oh.us>]
Sent: Thursday, January 31, 2013 1:33 PM
To: Lois Graham
Cc: Cleary, Susan
Subject: Student Record request - Springfield

Dear Ms. Graham

Please see our attached response to your request.

Sincerely

Chris Mohr

From: Lois Graham [<mailto:lgraham@scoho.org>]
Sent: Tuesday, January 29, 2013 7:04 PM
To: Mohr, Christopher
Subject: FW: Student Record request - Springfield

Mr. Christophe S. Mohr
Springfield City SD
1500 W Jefferson St
Springfield, OH 45506

Dear Mr. Mohr:

Pursuant to the Ohio's Public Records Law, Ohio Revised Code § 149.43, the undersigned hereby makes the following public records request on behalf of School Choice Ohio, an Ohio not-for-profit organization. The information requested below will not be used for any profit making plans or activities, whatsoever.

According to Ohio Revised Code §3319.321(A), since we will not use the requested directory information in any profit making plan or activity, the information requested is accessible Ohio public school student directory information, and is a public record as defined by Ohio Revised Code § 149.43. We request that your district provide us with a copy of your building level directory information for 1) all students enrolled in grades 7-11 and 2) all students enrolled in the following schools in your district:

Fulton	Perrin Woods
Keifer Academy	Snyder Park
Kenwood	Warder Park-Wayne
Lincoln	

Please include the directory information for students currently attending charter schools who would otherwise be attending the above schools.

Please provide a copy of the directory information on the enclosed Excel spreadsheet. We request that these records be provided in electronic format (compact disc, email, flash drive, etc.). Since public school districts do not have an obligation to

create new records, please provide copies of your existing student directories which span the grade levels requested.

Please include the following directory information listed below for each student enrolled:

1. Student and Parent's/Guardian's Name,
2. Parent's/Guardian's complete address, including e-mail address,
3. Parent's/Guardian's telephone contact information, and
4. Student's Grade Level for the 2012-13 School Year.

Ohio law requires a public entity to provide the requestor with the legal basis, in writing, for the failure to respond to any part of a public records request. Accordingly, if you have designated any part of the requested records as not subject to release, please provide the parts that are available, as well as the legal rationale for withholding the requested public records.

Electronic records may be sent via email to Lois Graham at lgraham@scOhio.org. Any physical version of the records (disc, flash drive, etc.) can be sent by United States Postal Service to:

Lois Graham, Office Manager

School Choice Ohio

88 E Broad St, Suite 640

Columbus, OH 43215

Again, consistent with §3319.321(A), School Choice Ohio affirmatively represents that this information will not be used in a profit-making plan or activity nor will any information be disclosed to any other party in violation of §3319.321(B)(3).

We understand that you are entitled to a reasonable amount of time to fulfill the request and the timing of this request occurs at the onset of a winter holiday break. Consequently, if you will not be able to fulfill this request in approximately five (5) business days, please contact Lois Graham at lgraham@scoho.org to make other arrangements.

We look forward to receiving the requested public records.

Sincerely,



Sarah Pechan
Senior Director of Programs
School Choice Ohio

Lois Graham

Lois Graham, Office Manager
School Choice Ohio
88 E Broad Street, Suite 640, Columbus, OH 43215
Ph: 614.223.1555 – Fax: 614.223.1565
Email: lgraham@scoho.org



Attachment to
4



Via electronic mail: lgraham@scobio.org

Lois Graham
Office Manager
School Choice Ohio
88 E. Broad St., Suite 640
Columbus, OH 43215

January 31, 2013

Dear Ms. Graham:

This letter serves as the response of the Springfield City School District to your public records request received January 29, 2013, via email. Specifically, you requested on behalf of School Choice Ohio access to certain information to which you refer as student directory information.

Pursuant to Ohio Revised Code §3319.321, student directory information is not permitted to be released to any person or group for use in a profit-making plan or activity. For the students' protection, the statute permits a public school district to require disclosure of the intended use of the requested directory information in order to ascertain whether the directory information is for use in a profit-making plan or activity. While you have "affirmatively represent[ed] that this information will not be used in a profit-making plan or activity", you have not disclosed the intended use of the information so that we can make our independent determination of whether the intended use complies with Ohio law. In order for us to fully respond to your request, we require that you disclose the intended use of the requested information. If we do not receive a response, we will assume your request has been withdrawn.

Very truly yours,

A handwritten signature in black ink, appearing to read "Chris Mohr", written over a horizontal line.

Christopher S. Mohr
Treasurer

Superintendent
David C. Estrop, Ph.D.
937.505.2806

Treasurer
Chris Mohr
937.505.2911

Board Members
Anta Ellis
Janie Callan
Ed Leventhal
Donna Pielkeshner
Wanda Truss

EXHIBIT C

Taft/

Taft Stettinius & Hollister LLP
65 East State Street, Suite 1000 / Columbus, OH 43215-4213 / Tel: 614.221.2838 / Fax: 614.221.2007 / www.taftlaw.com
Cincinnati / Cleveland / Columbus / Dayton / Indianapolis / Northern Kentucky / Phoenix

JAMES D. ABRAMS
DIRECT: 614.224.8162
jabrams@taftlaw.com

April 9, 2013

VIA ELECTRONIC AND REGULAR U.S. MAIL

Mr. Christopher S. Mohr
Treasurer
Springfield City School District
1500 W. Jefferson Street
Springfield, Ohio 45506

In re: Public Records Request from School Choice Ohio, Inc.

Dear Mr. Mohr:

Taft Stettinius & Hollister LLP ("Taft") represents School Choice Ohio, Inc. ("School Choice") a not-for-profit 501(c)(3) federally recognized entity whose mission is to protect and expand children's education options. On or about January 28, 2013, Ms. Lois Graham made a formal public records request of you seeking building level student directory information for all students enrolled in grades 7 through 11 in your district and student directory information specifically for Fulton, Kelfer Academy, Kenwood, Lincoln, Perrin Woods, Snyder Park and Warder Park-Wayne schools (the "Public Records Request"). In response, on or about February 5, 2013 after Ms. Graham provided you information about School Choice, including its website <http://www.schoic.org>, you requested that School Choice provide you copies of material that it intended to mail to the students and families.

Attached hereto is the informational material (the "Informational Material") that School Choice intends to send to the students and families of the Springfield City School District to inform them about public school options, including an ability to earn college credit during high school. School Choice has no profit motive in mailing the Informational Material to the students and their families.

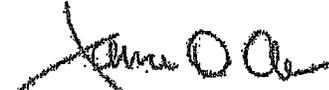
I am sure that you understand that School Choice can compel production of the requested directory through litigation and, should it prevail in litigation to compel the production of the directory information, the court is required to award reasonable attorneys' fees incurred by School Choice. R.C. 149.43(C)(1). School Choice does not want to resort to litigation and has asked that I contact you to provide you with the additional information you requested and ask that you respond to the Public Records Request in a timely manner.

000178

Mr. Christopher S. Mohr
April 9, 2013
Page 2

If you have any questions, do not hesitate to have your legal counsel contact me.
Thank you in advance for your timely attention to this correspondence.

Sincerely,



James D. Abrams

cc: Sarah Pechar (via email w/att);
Matthew Cox (via email w/att);

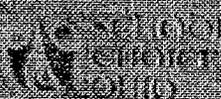
000179

MIDDLE SCHOOL & HIGH SCHOOL STUDENTS

GET A
JUMPSTART
ON
COLLEGE
& YOUR
CAREER



TEACHING YOUR CLASS
CAN COME TO
YOU WITHOUT
COMING TO A DIM



What could this do for me & my future?

DUPLICATE course credit for both high school and college. Earn college credit while still in high school. Earn college credit for your high school. Earn college credit for your high school. Earn college credit for your high school.

- Earn college credit while still in high school. Earn college credit for your high school. Earn college credit for your high school.
- Save money on college tuition.
- Graduate from high school with a two-year college degree or career certificate or up to 4 years of college credit.
- Build confidence in your ability to achieve in college.
- Prepare and test on high-tech careers that use high demand technical, computer, technology, engineering, and medical careers.
- Get used to the hard work now so that your transition to college will be easier.

A high school education has significant value, but a college education takes it to the next level. - *Thomas H. Davenport*



"The opportunity to receive two years of college credit while in high school is spectacular. I never expected to have this chance." - *Jason*

"The tuition-free program takes a financial burden off of me and my parents." - *Amber*

"It's a great opportunity." - *Amber*

For more information contact:
School Choice Call 1-800-222-1555

More college information www.nysed.gov/choice

000181

A lot of people don't know this, but you can work on a college degree and career certificate while you're still in high school.

Ohio has "college jumpstart" programs that let you try out different careers before you even graduate from high school. Since many good jobs require at least a college degree or career certificate, you need to know how college works so you can succeed.

These programs are free—they don't cost anything. And this jumpstart is open to all students. You don't have to be an honors student to qualify. You just need a desire to take the steps toward success.

You don't have to be invited; go after these options yourself. Be your own advocate. Don't let these amazing opportunities pass you by! Sign up now—you can apply as early as middle school.

If you're not sure how college works exactly, if the thought of paying for college makes you nervous, or if you're not sure how to make it in college, these programs are for you.



Ohio's 4 College & Career Jumpstart Programs:

- High schools where students earn associate degrees
—EARLY COLLEGE HIGH SCHOOLS
- Programs for career certificates & college credit
—COLLEGE TECH PREP
- Free classes at a local college during high school
—POST SECONDARY ENROLLMENT OPTIONS
- High school classes that can count for college credit
—ADVANCED PLACEMENT CLASSES

Keep reading to find out how each of these options works.

PROGRAMS FOR CAREER CERTIFICATES & COLLEGE CREDIT

"If students can get a technical skill and combine that with a strong, related academic curriculum, they get the best of both worlds." - Jim Bantz, Guidance Counselor

COLLEGE TECH PREP

College Tech Prep focuses on the fastest-growing technology career areas, while also preparing students for a two-year or four-year college degree. Students can get ahead start on a college degree and job certification in a high skill, high tech career.

How do I sign up?

Students usually start taking Tech Prep classes in 11th grade, but there may be earlier options in your area. Program registration usually begins in the second semester of 10th grade.

Program areas include interactive media,

environmental technology, communication, information technology, industrial engineering, graphic design, electronics, tourism, computer, animal sciences, business, agriculture, health, biotechnology, marketing, manufacturing, agriculture, construction, law, entertainment and more.

Program options vary by school district.

What do I get in the end?

Every College Tech Prep Program of Study links directly to a degree or certificate program at a partner college. Programs allow students to earn free college credit and enter college at an advanced level.

How much does it cost?

There is no cost for coursework or materials. Parents may need to pay for books.

For more information:

www.technicalia.org

www.technicalia.org/students/consentform.asp

(to locate programs in your area)



FREE CLASSES AT A LOCAL COLLEGE DURING HIGH SCHOOL

I attended a local community college during high school for 3 years. I am getting ready to graduate with my bachelor's degree in psychology and am very thankful to have been able to use that time to study and get my college and not have to pay a penny for it. -Kassidy

POST-SECONDARY ENROLLMENT OPTIONS

Post-Secondary Enrollment (Option B) allows students to take college classes (on campus or online) for both high school and college credit at the same time.

A student who enrolls in 8th grade and starts in 9th grade can earn college credit each year and potentially earn an associate degree by the time they graduate from high school. A high school senior can sign up and take just one college class to help with the transition to college.

How do I sign up?

Students in grades 9-12 in public or private school with a 3.0 GPA or higher in the subject of the college course they want to take is eligible.

March 30 is the application deadline to sign up for the next school year. Students can take classes during the school year and during summer months - including day, evening, and weekend classes.

What do I get in the end?

For each class you take, you earn both college and high school credit. College credit can often be transferred to another college after graduating from high school.

How much does it cost?

There is no cost for tuition, fees, materials, and books. In cases of financial need, transportation costs can also be reimbursed to the family by the school district.

If a student fails or does not complete a course, the family must reimburse the state for the cost of the course.



For more information:

<http://www.illinois.gov/CS&EQ>

Check with your local education authority to see if your school district has any special district agreements with local colleges.

HIGH SCHOOL CLASSES THAT CAN
EARN COLLEGE CREDIT

ADVANCED PLACEMENT CLASSES

AP English

AP History

AP Science

AP Math

AP Art

AP Music

AP Foreign Language

AP Economics

AP Psychology

AP Computer Science

AP Statistics

AP Environmental Science

AP Biology

AP Chemistry

AP Physics

AP Calculus

AP Government

AP World History

AP U.S. History

AP European History

AP African American Studies

AP Latin American Studies

AP East Asian Studies

AP Middle Eastern Studies

AP Islamic Studies

AP Jewish Studies

AP Christian Studies

AP Religious Studies

AP Philosophy

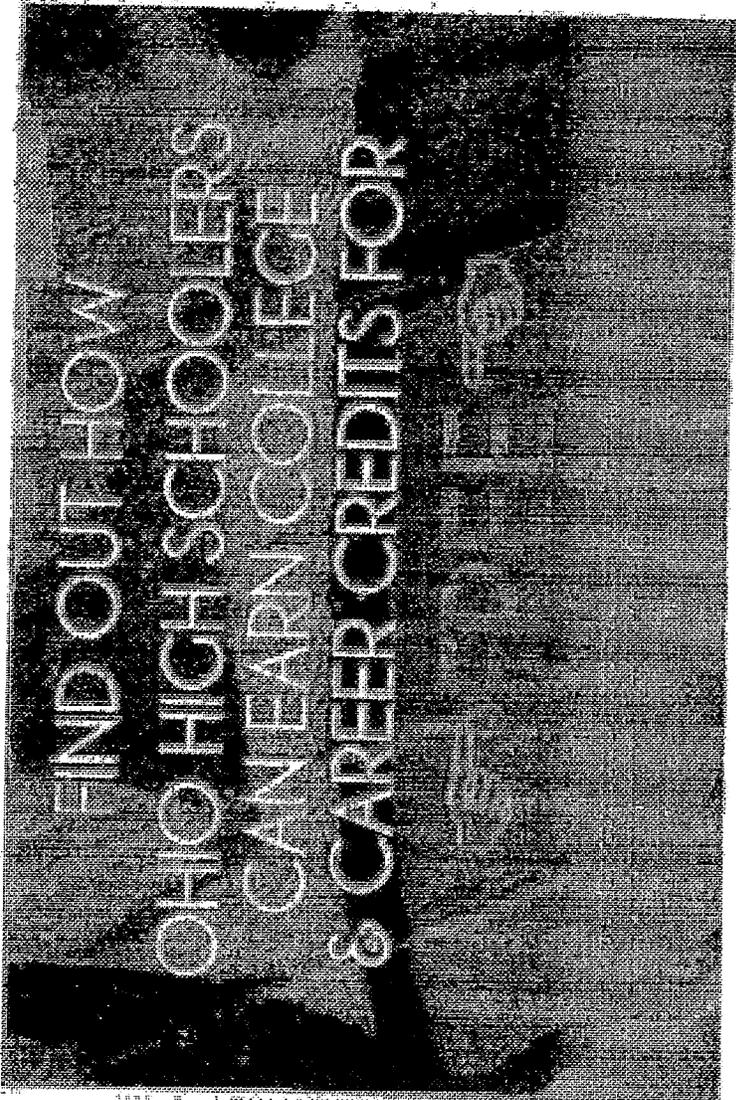
AP Ethics

AP Art History

AP Music Theory

AP Music Business

AP Music Education



000187



STATE OF OHIO

TECHNICAL SCHOLARSHIP PROGRAM

TECHNICAL SCHOLARSHIP PROGRAM

SCHOOL CHOICE OHIO



What is the EdChoice Scholarship Program?

The state of Ohio sponsors this program that gives students in underperforming public schools the opportunity to attend a participating private school through the use of a scholarship.

Who is Eligible?

Students who are enrolled in, entering, or assigned to the state's lowest-rated public schools are eligible to apply. Students who currently attend a charter school would otherwise attend one of these low-rated schools are also eligible.

How Do I Apply?

Parents must first apply to a participating private school and request a scholarship. Upon acceptance, the private school will help the parent submit a scholarship application.

Which Private Schools are Eligible?

A private school must be chartered by the Department of Education to participate in the scholarship program.

Still Need Help?

For additional information related to scholarship applications, deadlines or any other questions, please contact School Choice Ohio at (800) 673-5876 or info@scoho.org.

Visit the School Choice Ohio website at: www.scoho.org

Lists of EdChoice-designated public schools and participating private schools are available on the School Choice Ohio website at www.scoho.org.

YOU Know Your Child is Capable of Great Things ...



Shouldn't Your Child's
School Know It Too?



**SCHOOL
CHOICE
OHIO**

1811 Grand Street, 4th Fl.
Columbus, OH 43215

Non-Profit Org.
U.S. Postage
PAID
Priority Direct

5/00/00

000190



Send Your Child to a School Where Great Things are Expected.

It's as easy as 1, 2, 3.

If your child currently attends a low-performing public school, he or she may be eligible for a state-funded private school scholarship. Private schools in your area are now accepting applications. Don't delay.

The deadline to sign up for this program is April 13, 2012.

It's as easy as 1, 2, 3 ...

1. Find a private school in your area that is participating in the program.
2. Complete the application form and submit it to the program.
3. Wait for the results of the application process.

For information, call toll free 1-800-673-5876
or go to www.schofo.org.

Don't Wait! Your Child Deserves This Chance!

**Did you know your child attends
a failing school?**

All children attending or entering
the state's lowest-rated public schools
are eligible for up to **\$5,000** to attend the
participating K-12 private school of their choice.



**SCHOOL
CHOICE
OHIO**

Interested?

Visit www.schoho.org or call 1-800-673-5876

All students attending or entering the state's lowest-rated public schools are eligible for a state-funded private school scholarship.

Private schools in your area are now accepting applications. Don't delay! Applying is easy!

Step 1: Go to www.schoicet.org. Click on "E-Choice Scholarship" and make sure your child attends one of the failing schools.

Step 2: If your child is eligible, explore your private school options. A list of private schools you can choose from is online at www.schoicet.org.

Step 3: Submit an application for your child at the private school you like best.

Step 4: If accepted, the private school will apply for the scholarship on your behalf.

Deadline for your child to be enrolled in the private school for next year is April 15th. Second application window will close in July.

Contact School Choice Ohio for a list of participating private schools and for help with the application process: 1-800-673-5876 or www.schoicet.org



School Choice Ohio
88 East Broad Street,
Suite 640
Columbus, OH 43215

EXHIBIT D



April 17, 2013

Lols Graham
Office Manager
School Choice Ohio
88 E. Broad St., Suite 640
Columbus, OH 43215

Dear Ms. Graham:

This letter serves as the response of Springfield City School District to your public records request on behalf of School Choice Ohio. You made an initial request for information which you describe as "student directory information" via electronic mail to the District's former treasurer, Chris Mohr, on January 29, 2013. Your response failed to disclose the intended use of the information requested. Mr. Mohr promptly responded to your request on January 31, 2013, explaining that Ohio law requires that a District inquire as to the intended use of student directory information and make an independent determination of whether such intended use complies with the law prior to disclosing any student information.

You responded to Mr. Mohr on January 31, 2013, stating that the purpose of the request was to "share information with families about public school options" and explaining that School Choice Ohio is a 501(c)(3) non-profit organization. Mr. Mohr found this response to be insufficient. The non-profit or tax exempt status of an organization does not allow it unlimited access to student directory information. For students' protection, a public school district is required, regardless of the identity or nature of the requestor, to make an independent determination of whether the intended use complies with the law. In order to meet its obligations, the District must obtain more than a cursory response to an inquiry regarding the information to be shared with the students. On February 4-5, 2013, in an email exchange with you, Mr. Mohr explained this and asked that you provide a sample letter or brochure containing the information to be sent to the students or, if not yet in final form, a description of the substance of the information. By letter from your attorney dated April 9, 2013, we received copies of the brochures you intend to send to the students. Receipt of this information places me in a position to respond to your request.

Superintendent
David C. Estrop, Ph.D.
937.505.2806

Treasurer
Dale Miller
937.505.2811

Board Members
Anita Blies
Jamie Callan
Ed Leventhal
Dorina Pickdesimer
Wanda Truss

The information you provided establishes to our satisfaction that you do not intend to use student directory information for a for-profit purpose. Consequently, the District is required to provide the requested records to the extent that they constitute "student directory information." We are providing the following information: student name and address for all students in the District attending grades 7-11 and for students attending the seven specified elementary schools. However, some of the information you have requested is outside the scope of "student directory information" under our District policy, a copy of which is enclosed. Pursuant to District policy, parent's name, address, email address, and telephone number, and student's grade level and building of attendance, are not "student directory information." Therefore we deny your request for these records. Student names and student addresses are "student directory information" and those records are included herewith in electronic form.

You have also requested information about students attending charter schools who would otherwise be attending certain District schools. While we are required to track these students in the EMIS system, these students are not enrolled in the District, do not attend our schools, and are not subject to the District's student records policy. As a result, they have not been given an opportunity to opt out of any disclosures of student directory information. The students' records are provided to the District by the Ohio Department of Education for specific purposes and cannot be used for any other purpose. In compliance with federal law, the District is not permitted to re-disclose the information to any third party without prior consent from the student's parent. 34 C.F.R. 99.33(a).

Similarly, the information we are providing to School Choice Ohio is only permitted to be used for the purpose identified in your attorney's letter dated April 9, 2013. If you intend to use the information for any additional purpose, you must disclose the intended use to us so that we can make our independent determination of whether such use is permitted under Ohio law. Furthermore, in compliance with federal law, the student directory information is being disclosed to you on the condition that you not disseminate the information to any third party for any purpose without the prior consent of the student's parent or student over the age of eighteen (18). 34 C.F.R. 99.33(a). We request that you assist us in safeguarding our students' privacy by destroying this information once you have used it for the purpose identified in your letter of April 9, 2013.

While the information you intend to send the students in our District is not for a for-profit purpose, the materials describing the Ohio EdChoice Scholarship Program ("EdChoice") contain false and misleading information. Specifically, the materials state that "Students who are enrolled in, entering, or assigned to the state's lowest-rated public schools are eligible to apply." The materials provide a link to the listing of EdChoice designated schools, which implies that all of those schools have the state's lowest ranking. This is simply incorrect. Eligible schools include those which have received a ranking of "Academic Watch" during two of the last three years, which is not the state's lowest ranking. Furthermore, some eligible schools, including one eligible school in the Springfield City School District, have a ranking of "Continuous

Improvement". The materials also contain a statement indicating that the child of the recipient attends a "failing" school. Based on your request for information, it is clear that you intend to send this information to students in the District who attend any of the seven Springfield City School District elementary schools rendering the student eligible for EdChoice. However, four of the seven schools have a current state ranking of Academic Watch and one of the schools has a current state ranking of Continuous Improvement. These schools are not failing schools. To the extent that you publish or disseminate information to the students or parents of students of these schools indicating that the student attends a "failing" school, we are prepared to take any and all actions necessary to remedy such false and misleading statements of fact. I sincerely hope that such action will not be necessary.

Sincerely,



Dale R. Miller
Treasurer

DRM/smc

c: James D. Abrams

EXHIBIT E

ORC STUDENT RECORDS

In order to provide students with appropriate instruction and educational services, it is necessary for the District to maintain extensive educational and personal information. It is essential that pertinent information in these records be readily available to appropriate school personnel, be accessible to the student's parent(s) or the student in compliance with law, and yet be guarded as confidential information.

The Superintendent is responsible for the proper administration of student records in keeping with State law and Federal requirements and the procedures for the collection of necessary information about individual students throughout the District.

Upon request, all records and files included in the student's cumulative file are available to parent(s) or the student (if he/she is over 18 years of age). This request must be in writing and is granted within seven calendar days. No records are to be removed from the school. A principal, teacher or other qualified school personnel must be present to explain any of the tests or other material.

All rights and protections given to parents under law and this policy transfer to the student when he/she reaches age 18 or enrolls in a postsecondary school. The student then becomes an "eligible student."

The District provides notice to parents and eligible students annually, in accordance with the procedures set forth under administrative regulations, of the rights held by parents and eligible students under law and this policy. It is the intent of the District to limit the disclosure of information contained in the student's education records except:

1. by prior written consent;
2. as directory information and
3. under other limited circumstances, as enumerated under administrative regulations.

The following rights exist:

1. the right to inspect and review the student's education records;
2. the right, in accordance with administrative regulations, to seek to correct parts of the student's education records, including the right to a hearing if the school authority decides not to alter the records according to the parent(s)' or eligible student's request;

3. the right of any person to file a complaint with the U.S. Department of Education if the District violates relevant Federal law, specifically the Family Educational Rights and Privacy Act (FERPA) and

4. the right to acquire information concerning the procedure, which the parent(s) or eligible student should follow to obtain copies of this policy, the locations from which these copies may be obtained, as well as any fees to be charged for such copies. (See administrative regulations.)

For former students who have graduated or who have not been enrolled as a student in the District within the 12 months preceding a request for "directory information," the District proposes to designate the following personally identifiable information contained in the student's education records as "directory information."

1. student's name;
2. student's address;
3. telephone number(s) (unless designated as "unlisted" on student's registration forms);
4. student's date and place of birth;
5. participation in officially recognized activities and sports;
6. student's achievement awards or honors;
7. student's weight and height, if a member of an athletic team;
8. dates of attendance ("from and to" dates of enrollment) and
9. date of graduation.

The above information is disclosed without prior written consent, except when the request is for a profit-making plan or activity. Student records that consist of "personally identifiable information" generally are exempt from disclosure. Student directory information, however, is released unless the parents have affirmatively withdrawn their consent to release in writing.

For current students and for former students who were enrolled in the District within the 12 months preceding a directory information request and withdrew prior to graduation, no personally identifiable information contained in the student's education records shall be designated as "directory information."

Administrative regulations set forth a procedure for annual notification to parents and eligible students of the District's definition of directory information. Parents or eligible students have the right to advise the District, in accordance with such regulations, if they refuse to permit the disclosure of directory information about that student.

To carry out their responsibilities, school officials have access to student education records for legitimate educational purposes. The District uses the criteria set forth under administrative regulations to determine who are "school officials" and what constitutes "legitimate educational interests."

Other than requests as described above, school officials release information from, or permit access to, a student's education records only with the prior written consent of a parent or eligible student, except that the Superintendent or a person designated in writing by the Superintendent may permit disclosure in certain limited circumstances outlined under administrative regulations (e.g., transfers to another school district or to comply with judicial order or subpoena or, where warranted, in a health or safety emergency, etc.).

The District maintains, in accordance with administrative regulations, an accurate [REDACTED] of all requests to disclose information from, or to permit access to, a student's education records and of information disclosed and access permitted.

[Adoption date: November, 1986]

[Re-adoption date: August 23, 1990]

[Re-adoption date: June 19, 1997]

[Re-adoption date: September 24, 2009]

[Re-adoption date: June 13, 2013]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.

Family Educational Rights and Privacy Act; 20 USC Section 1232g

Health Insurance Portability and Accountability Act; 29 USC 1181 et seq.

ORC 149.41; 149.43

1347.01 et seq.

3317.031

3319.32; 3319.321; 3319.33

3321.12; 3321.13

3331.13

CROSS REFS.: AFL, Evaluation of Educational Resources

EHA, Data and Records ~~Retention~~

II, Testing Programs

KBA, Public's Right to Know

KKA, Recruiters in the Schools

000004

EXHIBIT F

**Family Educational Rights and Privacy Act (FERPA)
Notice for Directory Information**

The *Family Educational Rights and Privacy Act (FERPA)*, a Federal law, requires that Springfield City School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Springfield City School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Springfield City School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965 (ESEA)* to provide military recruiters, upon request, with the following information - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.¹

If you do not want Springfield City School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing. Springfield City School District has designated the following information as directory information for former students who have graduated or who have not been enrolled as a student in the District within the previous twelve (12) months:

Student's name

Student's address

Telephone number (s) (unless designated as "unlisted" on student's registration forms)

Date and place of birth

Dates of attendance

Participation in officially recognized activities and sports

Student's weight and height, if a member of an athletic team

Student achievement awards or honors

Date of graduation

For current students and for former students who were enrolled in the District within the previous twelve (12) months and withdrew prior to graduation, no personally identifiable information contained in the student's education record is designated as "directory information."

¹ These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(e).

Family Educational Rights and Privacy Act (FERPA) Notice of Rights

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

Parents or eligible students should submit to the principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) 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 a record should write the 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 advise them 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.

(3) The right to privacy of personally identifiable information in 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. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving 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 has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

[NOTE: In addition, a school may want to include its directory information public notice, as required by § 99.37 of the regulations, with its annual notification of rights under FERPA.]

000051

EXHIBIT G

SPRINGFIELD BOARD OF EDUCATION
Student Acceptable Use Policy & Directory Information Consent
2013-2014

I, _____, at _____ School, Grade _____,
(PRINT student name here) (School Building)

have read the Springfield Board of Education Acceptable Use Policy, the Media Consent Authorization, the Internet Tools Consent and the Authorization for Parent-Teacher E-mail Communication documents attached to this agreement statement. I agree to abide by the policies of the Springfield Board of Education and the standards for acceptable use stated therein. I understand that the District reserves the right to access, review, monitor, audit, log and intercept computer/technology use at all times and without notice. I understand that the use of technology in Springfield Schools is a privilege that can be revoked or subject to building disciplinary action at the discretion of the District.

Student Signature: _____ Over 18
 _____ Under 18

Complete this section

#1 I have read the **Springfield Board of Education Acceptable Use Policy** and agree to the terms of use for my student.
 I agree _____ (initial here) I do not agree _____ (initial here)

#2 I have read the **Springfield Board of Education Authorization for Parent-Teacher E-Mail Communication** and give my authorization to my child's teacher to communicate through the following E-mail address:
 E-mail Address 1: _____
(PRINT CLEARLY)
 E-mail Address 2: _____ (optional)
 I agree _____ (initial here) I do not agree _____ (initial here)

#3 I have read the terms of the **Springfield Board of Education Media Consent Authorization** and give my permission for the use of my student's information as designated in this document.
 I agree _____ (initial here) I do not agree _____ (initial here)

#4 I have read the terms of the **Consent for Disclosure of Student Information for Superintendent Approved Purposes** and give my permission for disclosure of my student's information as designated in this document.
 I agree _____ (initial here) I do not agree _____ (initial here)

I have read and give my consent to those items initialed above.

Parent / Guardian signature _____ Date _____

Student ID number: _____ Phone: _____

SPRINGFIELD BOARD OF EDUCATION
ACCEPTABLE USE POLICY
Student

Springfield Board of Education Technology Resources include, but are not limited to, computers, file servers, laptops, software, e-mail, video equipment, AV equipment, public address systems, presentation equipment, telephones, voice mail systems, digital cameras, scanners, the local area network, the wide area network, and all equipment related thereto (collectively, "Technology Resources" or individually, "Technology Resource"). These resources are school property, purchased with public funds or grant monies, and are intended solely for use in furtherance of the mission of the District, to enhance the delivery of education, and to conduct necessary school business. Technology Resources may only be used for appropriate curricular and co-curricular purposes.

This policy sets forth the proper and acceptable uses of Technology Resources, electronic mail and communications and the Internet for students. The use of any Technology Resource shall constitute acknowledgment and acceptance by the user of this policy and all other applicable Springfield Board of Education policies and regulations.

Technology Resources and assigned network access, Internet access and e-mail access passwords are tools provided to students to enhance their education and should be treated accordingly. Any student who violates this policy, or allows others to do so, may have his/her user access privileges revoked and shall be subject to disciplinary action, up to and including expulsion. Each student must sign a form to acknowledge he/she has read, understands and will comply with this Technology Resources Acceptable Use Policy. Parents of students under the age of 18 must also acknowledge their understanding of the risks associated with Internet use and authorize the District to allow Internet access for their child(ren). These forms will be kept on file by the District as binding legal documents.

The Springfield Board of Education reserves the right to modify this policy at any time. The Springfield Board of Education may pursue criminal prosecution or civil action for any unauthorized use of Technology Resources or any violation of this policy when appropriate.

Technology Resources and Acceptable Use Policy Outline

- A. General Standards of Conduct for Use of Technology Resources
- B. General Standards of Conduct for Electronic Mail and Communications
- C. General Standards of Conduct for Internet Use
- D. District Web Sites
- E. Disclaimers

A. General Standards of Conduct for Use of Technology Resources:

1. Only software licensed to the Springfield Board of Education and/or authorized in writing by the Director of Technology and Information Services, or his or her designee, shall be installed on Technology Resources. Installation of such software shall be performed only by authorized personnel to ensure that the software is (a) compatible with existing computer systems; (b) properly installed, maintained, used and upgraded; (c) free from any computer virus; and (d) properly licensed. Installation of any other software, including but not limited to, shareware, freeware, public domain or demonstration copies of software, is prohibited. Unscheduled

audits of Technology Resources will be periodically performed and any unlicensed or unapproved software will be removed without notice.

2. Only hardware licensed to the Springfield Board of Education and/or authorized in writing by the Director of Technology and Information Services, or his or her designee, shall be installed on Technology Resources. Installation of such hardware shall be performed only by authorized personnel to ensure that the hardware is (a) compatible with existing computer systems; (b) properly installed, maintained, used and upgraded; (c) free from any computer virus; and (d) properly licensed. Installation of any other hardware, including but not limited to, CPUs, motherboards, hard-drives, video cards, memory, CD-ROMs, DVD-ROMs, SCSI cards, modems/routers, is prohibited. Memory based recording devices/media used for the transportation of information (e.g. USB Flash Drives) or enhancement devices (e.g., speakers, cameras) are permitted. The District reserves the right to inspect or restrict such use should these devices/media contain material that could damage Technology Resources (e.g., viruses, malware, spam, spyware). Unscheduled audits of Technology Resources will be periodically performed and any unlicensed or unapproved hardware will be removed without notice.
3. Students shall not delete any software on the District's computers, copy any software owned by the District, or remove any hardware from the District's property without prior written permission from the Director of Technology and Information Services.
4. Students may not deploy or install wireless access points without prior written permission from the Director of Technology and Information Services.
5. Network and system passwords ensure the security of critical and sensitive electronic data and are the first defense against unauthorized access. Only passwords issued by the Director of Technology and Information Services, or his or her designee, shall be used. Students are prohibited from divulging their passwords to other individuals. Students will never log in as another student, either at school or at home or any "out of school" location. Habitual loss or unauthorized disclosure of any password shall be subject to disciplinary action.
6. Disruption of electronic services and interference with Technology Resources or electronic information (including but not limited to, uploading or downloading damaging data or illegal software; tampering with hardware or software; vandalizing or destroying data; introducing or using computer viruses, worms or Trojan horses; or attempting to gain access to restricted information or networks) are prohibited.
7. Students are prohibited from allowing any unauthorized person to use or operate any Technology Resource. Students must shut down and secure in an appropriate fashion Technology Resources which are not in use.
8. Any use of Technology Resources to facilitate illegal activity is prohibited. Technology Resources shall not be used to encourage or promote any activity prohibited by law or Springfield Board of Education policy, rules, procedures or regulations. Any misconduct or criminal activity discovered will be referred to appropriate authorities.
9. Use of the District's Technology Resources to access or transmit obscene, pornographic or violent materials or to transmit materials likely to be threatening, offensive or objectionable is prohibited. Such prohibited materials include, but are not limited to, "hacking" materials; "cyberbullying" activities; racist material or hate literature; terrorism instructions/directions or other dangerous information; profane or vulgar materials; threatening or inflammatory

language; false or defamatory materials; disparagement of others based on race, color, religion, national origin, veteran status, ancestry, disability, age, sex, or sexual orientation; and any materials that advocate violating other's rights. In the context of educational purposes, the District may allow research or investigation of some objectionable materials to allow students to be better prepared to recognize social harms and improve their ability to deal effectively therewith.

10. Use of Technology Resources for political, commercial or for-profit purposes, including fund-raising unless specifically authorized by the District administration, is prohibited.
11. Unauthorized access, use, modification, alteration, vandalism or destruction of Technology Resources or electronic information is prohibited. Any inappropriate use of Technology Resources that may hinder future use is prohibited. Students are expected to respect the District's property and to follow any instructions from the Director of Technology and Information Services, or his or her designee, regarding maintenance and care of equipment. Students must promptly notify their teacher or building administrator of any need for service to Technology Resources.
12. Technology Resources may not be used in violation of Copyright laws. Any copyrighted material placed on any system connected to the District network without the author's permission will be removed.
13. Technology Resources may not be used in violation of privacy laws. Students are required to protect themselves and others by not issuing or releasing any personal or confidential information via Technology Resources.
14. The Director of Technology and Information Services may establish and enforce quotas for usage of available space on the District network. Students are expected to remain within allocated disk space and delete e-mail or other materials which take up excessive storage space.
15. Students must immediately notify their teacher or building administrator if they identify any security problem.
16. The District administration reserves the right to limit the times of access and to establish priorities among competing acceptable uses of Technology Resources.
17. All remote access and use of Technology Resources shall also be subject to all applicable requirements of this policy.
18. The District has implemented technology protection measures that protect against access by both adults and minors to visual depictions that are obscene, child pornography, or, with respect to the use of computers by minors, harmful to minors. The District will restrict, to the extent practicable and technically possible, access to offensive information and materials. Because Internet access provides connections to computer systems located all over the world, the District cannot, however, control the content of all information and materials available on the District network.
19. iTunes use is allowed through a school assigned account. Syncing school assigned accounts with personal accounts is prohibited. Vouchers or iTunes pre-paid cards can only be used on

school assigned accounts. Apps purchased through a school assigned account, regardless of funding source, are the property of Springfield City Schools District.

B. General Standards of Conduct for Electronic Mail and Communications:

The use of non-district electronic communications (i.e., e-mail, chat room, bulletin board, Instant Messaging and other forms) by students is available only with the prior written consent of the Director of Technology and Information Services and under the guidance of a teacher.

C. General Standards of Conduct for Internet Use:

1. The General Standards of Conduct for Use of Technology Resources set forth above shall be equally applicable to all Internet use.
2. Internet access over the District network may be provided only to school employees, students, individuals enrolled in Adult Education classes, and volunteers, aides or other persons in the school for a specific school purpose when authorized by the Director of Technology and Information Services, or his or her designee. Student Internet access may be limited to specified times, as provided by the instructors and the District administration.
3. Internet access over the District network is available only to support learning, to enhance instruction and to assist in the administration of the District. Internet access is to be used in a responsible, ethical and legal manner. All students are responsible for their actions and communications on the Internet. **Legal parent/guardian permission is not necessary for student participation in Ohio Department of Education required online testing. (Pending state and federal laws, rules and regulations.)**
4. The District has implemented technology protection measures to block or filter materials which are obscene or harmful to minors. The District will restrict, to the extent practicable and technically possible, access to offensive information and materials. Because Internet access provides connections to computer systems located all over the world, the District cannot, however, control the content of all information and materials available on the District network.
5. The District administration will determine whether any use of the network is inappropriate or unauthorized, or whether any Internet information and materials are objectionable.
6. All students must promptly report to a teacher any inappropriate information or material they encounter when using the Internet or which they believe may be available based on Internet usage by other individuals. Any student who receives a comment, through any school related Technology Resource, that makes him/her feel uncomfortable or that is not respectful must tell his/her teacher, administrator or principal immediately. (The student should not respond to the comment.)
7. Files downloaded from the Internet must be scanned with virus detection software, if available, before being viewed or opened.
8. Students are prohibited from accessing or retrieving any relay chat or other real-time or "live" communications unless there has been prior clearance by the Director of Technology and Information Services.

9. Internet peer-to-peer file sharing and torrent use are prohibited unless there has been prior clearance by the Director of Technology and Information Services.
10. The downloading and installation of programs from the Internet is prohibited without the prior written approval of the Director of Technology and Information Services or designee. Unauthorized programs will be removed without notice.
11. Information obtained via the Internet is not always reliable and should be verified for accuracy, quality, and completeness.

D. District Web Sites

The District has established a Web site, www.spr.k12.oh.us, and will develop Web pages that present information about the District. The Superintendent, or designee, is responsible for maintaining the District Web site and may establish Web Site Publishing Guidelines to manage the posting of information to the District Web site, the posting of any school, class or student Web pages, and the creation of links to or from outside sources. All Web sites and pages (including links) hosted on the District network must reflect the professional image of the District and be consistent with the mission of the District. Unauthorized Web sites or pages may not be placed on the District network.

E. Disclaimers

The District does not guarantee the privacy of any information, including but not limited to e-mail messages or electronic communications or files sent or received via Technology Resources. Any student utilizing any Technology Resource understands and agrees that he/she is specifically waiving any expectations of privacy in communications, data and other information stored, displayed, accessed, communicated or transmitted thereon. The District reserves and will exercise the right to access, monitor, review, audit, log and intercept computer activity, Internet use, e-mail, electronic communications and other Technology Resource use by students, at all times and without notice. The District may edit or remove any materials from Technology Resources which are determined to be objectionable. If any misconduct or criminal activity is discovered, the information or communications may be used to document such conduct and may be referred to the District administration and appropriate authorities. The use of a District provided password or code does not restrict the District's right to access, monitor, review, audit, log, and intercept electronic information or communications.

The District denies any responsibility for the accuracy, quality or completeness of any information available over the Internet. Furthermore, the District assumes no responsibility for any costs, liabilities or damages incurred through use of Technology Resources.

Students are responsible for archiving and backing-up all electronic information and communications which need to be retained. The District makes no guarantee that the functions or services provided by or through the District network will be error free or without defect. The District is not responsible for any damages incurred due to loss of data or delays in or interruption of services.

The Director of Technology and Information Services may investigate any unusual activity involving Technology Resources and may periodically report to the Superintendent or designee on the manner in which Technology Resources are being used.

#2

SPRINGFIELD BOARD OF EDUCATION
AUTHORIZATION FOR PARENT-TEACHER E-MAIL COMMUNICATION
(OPTIONAL)

The School District provides its teachers with access to electronic mail for educational purposes and District-related business. The District believes that access to e-mail and other technological resources provides the ability to gather and disseminate information, as well as to enhance home/school communication.

While e-mail may be an efficient way of communicating, it should not be assumed that e-mail correspondence is entirely private and confidential. The District undertakes a number of measures to ensure the security and integrity of its technological resources. When e-mail travels over the Internet, unauthorized individuals may be able to access an e-mail exchange between a parent and a teacher. Additionally, an e-mail message may be forwarded to the wrong person or e-mail address. Therefore, it may still be best for parents to utilize another method of communication, such as face-to-face meetings or telephone calls, when informing a teacher of particularly sensitive material or requesting a teacher to provide the same.

To protect the privacy of students, the District requires all teachers to abide by an *Acceptable Use* policy that governs use of the District's technological resources, including e-mail correspondence. Therefore, any parent who wishes to communicate with their child's teacher via e-mail must authorize such communication by providing an e-mail address to be used by the teacher and agreeing to the terms below.

Subject to these understandings, I wish to communicate with my child's teacher via e-mail.

I understand that the teacher will not respond to inquiries I make from any other e-mail address. I agree that if the e-mail address I have provided on the Signature Page changes for any reason, I will notify the teacher immediately and complete another Authorization for Parent-Teacher e-mail communication.

The parent, guardian or student 18 years of age or older executing this Agreement, acknowledges that the District is not responsible if third parties access electronic communications after any such information has been sent by the District using the e-mail address stated herein. The parent, guardian or student 18 years of age or older agrees to indemnify, defend and hold harmless from and against any claims, actions, demands and judgments against the District resulting from communicating through e-mail involving the student listed on the Signature Page and as authorized herein.

000058

#3

**SPRINGFIELD BOARD OF EDUCATION
MEDIA CONSENT AUTHORIZATION**

Student accomplishments often draw the attention of newspapers, television stations, or other media, and photographers and videographers may be invited or permitted to visit our schools to photograph, videotape, and/or interview students during various activities. In addition, we sometimes use images of our students on our website or other publications and communications created by the Springfield City Schools. We need your permission to allow your student to be interviewed, videotaped or photographed for these purposes. This form does not pertain to yearbook photos.

By signing below, I authorize the Springfield Board of Education (the "District") to publish and use, and to license others to publish and use, in original or edited form, in connection with school programs and activities, my child's photograph, name, likeness, voice, and all work created or produced by my child in newspapers (e.g., Springfield News-Sun, The Springfield Paper, etc.), magazines, the District's video media (e.g., programming on Time Warner Channel 5, Channel 23, Springfield City Schools driven podcasts and video streams) and on the District's web page (including all associated staff/development based web pages).

I understand that the copyright of work created or produced by my child, such as written work, art, photography, video, or sound recording, will remain my child's property. I further understand that any publication by the District that features my child's work will include credit to my child for creating or producing the work. I also understand and agree that the District shall own all rights, title and interest (including copyrights) in and to the materials that it creates, produces, and/or publishes and the District has the sole discretion and authority to determine how said materials may be used.

I acknowledge and agree that my child will not be compensated for any publication or use of his or her photograph, name, likeness, voice, or work by the District as described in this form. For privacy reasons, the District will not use my child's name to identify my child in connection with any such publication on the District Website.

I understand that public performances (sporting events, theatrical performances, music, orchestra, or choir performances, award events, etc.) are "public" in nature and participants should have NO EXPECTATION OF PRIVACY. Accordingly, Springfield City Schools has no control over news media or other entities or individuals that may publish a picture of a named or unnamed student that is taken while the student is participating in school activities that are open to the public.

By signing this consent, I understand that I am granting the District permission to use student information as described herein. I also am releasing the District and its respective officers, directors, agents, and/or employees from and against any and all liability, loss, damage, costs, claims and/or causes of action arising out of or related to my student's participation in any media events, including, without limitation, television broadcasts, promotional materials, or website projects.

Should I choose to modify or revoke this authorization, I will contact my child's building principal in writing.

000059

#4

**CONSENT FOR DISCLOSURE OF STUDENT INFORMATION
FOR SUPERINTENDENT APPROVED PURPOSES**

It may become necessary from time to time for the Springfield City School District to disclose a student's personally identifiable information to the public for purposes such as school newsletters, yearbook publication, athletic rosters, honor roll or other achievement recognition, music and theatre presentations, and school-related events. In addition, the District often partners with community leaders, community organizations, and school-related organizations in order to provide educational, health, service, or other non-profit programs which may provide a benefit to the students of the District. It may become necessary to disclose a student's personally identifiable information to such partnering community leaders or organizations. Due to a change in Board policy effective July 1, 2013, the District is required to obtain your permission to allow your child's information to be disclosed for these purposes.

I authorize the Springfield City School District to disclose the following information about my child to third parties for purposes approved by the Superintendent or his designee:

Information which may be disclosed pursuant to this authorization is limited to:

Student's name;
Student's address;
Student's telephone number (unless designated as "unlisted" on student's registration forms);
Date and place of birth;
Participation in officially recognized activities and sports;
Weight and height of members of athletic teams;
Dates of attendance;
Date of graduation;
Awards received.

I release the District and its respective officers, directors, agents and/or employees from and against any and all liability, loss, damage, costs, claims, and/or causes of action arising out of or related to the disclosure of my child's personally identifiable information.

I understand that I may revoke this consent at any time by written notice to the District Attendance Office.

000060

EXHIBIT H

#20

From: millerdr@spr.k12.oh.us
To: Kaleigh Frazier <studentinfo@scoho.org>
Date: Tue 22 Oct 2013 01:26:46 PM -0400
Cc:
Subject: RE: Student Directory Information Request

image001.png ((2 kb)) Student Record.pdf ((21 kb))

Sarah Pechan

Senior Director of Programs

School Choice Ohio

Attached is the Springfield City School District Board of Education policy related to Student Records and Directory information.

Dale R. Miller, CPA

Treasurer/CFO Springfield City School District

1500 W Jefferson St.

Springfield, Ohio 45506

(937)505-2814

(937)328-1095

From: Kaleigh Frazier [mailto:studentinfo@scoho.org]

Sent: Tuesday, October 22, 2013 10:54 AM
Subject: Student Directory Information Request

Dear School District Treasurer:

Pursuant to the Ohio's Public Records Law, Ohio Revised Code § 149.43, the undersigned hereby makes the following public records request on behalf of School Choice Ohio, an Ohio not-for-profit organization. The information requested below will not be used for any profit making plans or activities, whatsoever.

According to Ohio Revised Code §3319.321(A), since we will not use the requested directory information in any profit making plan or activity, the information requested is accessible Ohio public school student directory information, and is a public record as defined by Ohio Revised Code § 149.43. We request that your district provide us with the directory information for all students in the district, including district students who attend charter schools. Please provide a copy of the directory information on the attached Excel spreadsheet. We request that these records be provided in electronic format (compact disc, email, flash drive, etc.). Because public school districts do not have an obligation to create new records, please provide copies of your existing student directories that span the grade levels requested.

This purpose of this request is to communicate with families regarding their full range of education options.

Please include the following directory information listed below for each student enrolled:

1. Student and parent's/guardian's name,
2. Parent's/Guardian's complete address, including email address,
3. Parent's/Guardian's telephone contact information,
4. Student's grade level for the 2013-14 school year, and
5. Student's school building for the 2013-14 school year

Ohio law requires a public entity to provide the requestor with the legal basis, in writing, for the failure to respond to any part of a public records request. Accordingly, if you have designated any part of the requested

records as not subject to release, please provide the parts that are available, as well as the legal rationale for withholding the requested public records.

Electronic records may be sent via email to Kaleigh Frazier at studentinfo@scOhio.org.

Any physical version of the records (disc, flash drive, etc.) can be sent by United States Postal Service to:

School Choice Ohio
Attention: Kaleigh Frazier

88 E Broad St, Suite 640

Columbus, OH 43215

Again, consistent with §3319.321(A), School Choice Ohio affirmatively represents that this information will not be used in a profit-making plan or activity nor will any information be disclosed to any other party in violation of §3319.321(B)(3).

We understand that you are entitled to a reasonable amount of time to fulfill the request. Consequently, if you will not be able to fulfill this request in approximately five (5) business days, please contact Kaleigh Frazier at studentinfo@scOhio.org to make other arrangements.

We look forward to receiving the requested public records.

Sincerely,



Sarah Pechan

Senior Director of Programs

School Choice Ohio

File: JO

ORC STUDENT RECORDS

In order to provide students with appropriate instruction and educational services, it is necessary for the District to maintain extensive educational and personal information. It is essential that pertinent information in these records be readily available to appropriate school personnel, be accessible to the student's parent(s) or the student in compliance with law, and yet be guarded as confidential information.

The Superintendent is responsible for the proper administration of student records in keeping with State law and Federal requirements and the procedures for the collection of necessary information about individual students throughout the District.

Upon request, all records and files included in the student's cumulative file are available to parent(s) or the student (if he/she is over 18 years of age). This request must be in writing and is granted within seven calendar days. No records are to be removed from the school. A principal, teacher or other qualified school personnel must be present to explain any of the tests or other material.

All rights and protections given to parents under law and this policy transfer to the student when he/she reaches age 18 or enrolls in a postsecondary school. The student then becomes an "eligible student."

The District provides notice to parents and eligible students annually, in accordance with the procedures set forth under administrative regulations, of the rights held by parents and eligible students under law and this policy. It is the intent of the District to limit the disclosure of information contained in the student's education records except:

1. by prior written consent;
2. as directory information and
3. under other limited circumstances, as enumerated under administrative regulations.

The following rights exist:

1. the right to inspect and review the student's education records;
2. the right, in accordance with administrative regulations, to seek to correct parts of the student's education records, including the right to a hearing if the school authority decides not to alter the records according to the parent(s)' or eligible student's request;
3. the right of any person to file a complaint with the U.S. Department of Education if the District violates relevant Federal law, specifically the Family Educational Rights and Privacy Act (FERPA) and
4. the right to acquire information concerning the procedure, which the parent(s) or eligible student should follow to obtain copies of this policy, the locations from which these copies may be obtained, as well as any fees to be charged for such copies. (See administrative regulations.)

For former students who have graduated or who have not been enrolled as a student in the District within the 12 months preceding a request for "directory information," the District proposes to designate the following personally identifiable information contained in the student's education records as "directory information."

1. student's name;
2. student's address;
3. telephone number(s) (unless designated as "unlisted" on student's registration forms);
4. student's date and place of birth;
5. participation in officially recognized activities and sports;
6. student's achievement awards or honors;
7. student's weight and height, if a member of an athletic team;
8. dates of attendance ("from and to" dates of enrollment) and
9. date of graduation.

The above information is disclosed without prior written consent, except when the request is for a profit-making plan or activity. Student records that consist of "personally identifiable information" generally are exempt from disclosure. Student directory information, however, is released unless the parents have affirmatively withdrawn their consent to release in writing.

For current students and for former students who were enrolled in the District within the 12 months preceding a directory information request and withdrew prior to graduation, no personally identifiable information contained in the student's education record shall be designated as "directory information."

Administrative regulations set forth a procedure for annual notification to parents and eligible students of the District's definition of directory information. Parents or eligible students have the right to advise the District, in accordance with such regulations, if they refuse to permit the disclosure of directory information about that student.

To carry out their responsibilities, school officials have access to student education records for legitimate educational purposes. The District uses the criteria set forth under administrative regulations to determine who are "school officials" and what constitutes "legitimate educational interests."

Other than requests as described above, school officials release information from, or permit access to, a student's education records only with the prior written consent of a parent or eligible student, except that the Superintendent or a person designated in writing by the Superintendent may permit disclosure in certain limited circumstances outlined under administrative regulations (e.g., transfers to another school district or to comply with judicial order or subpoena or, where warranted, in a health or safety emergency, etc.).

The District maintains, in accordance with administrative regulations, an accurate record of all requests to disclose information from, or to permit access to, a student's education records and of information

disclosed and access permitted.

[Adoption date: November, 1986]

[Re-adoption date: August 23, 1990]

[Re-adoption date: June 19, 1997]

[Re-adoption date: September 24, 2009]

[Re-adoption date: June 13, 2013]

LEGAL REFS.: The Elementary and Secondary Education Act; 20 USC 1221 et seq.

Family Educational Rights and Privacy Act; 20 USC Section 1232g

Health Insurance Portability and Accountability Act; 29 USC 1181 et seq.

ORC 149.41; 149.43

1347.01 et seq.

3317.031

3319.32; 3319.321; 3319.33

3321.12; 3321.13

3331.13

CROSS REFS.: AFL, Evaluation of Educational Resources

EHA, Data and Records Retention

IL, Testing Programs

KBA, Public's Right to Know

KKA, Recruiters in the Schools

#21

From: millerdr@spr.k12.oh.us
To: Kaleigh Frazier <studentinfo@scoho.org>
Date: Mon 13 Jan 2014 04:30:44 PM -0500
Cc: "Osborn
Subject: RE: Student Directory Information Request

image001.png ((2 kb)) 1-13-14 response letter.pdf ((98 kb))

Ms. Frazier and Ms. Pechan,

Attached is the response to you January 9, 2014 request for Student Directory Information. We respectfully deny your request.

Thank you,

Dale R. Miller, CPA

Treasurer/CFO Springfield City School District

1500 W Jefferson St.

Springfield, Ohio 45506

(937)505-2814

(937)505-2976

From: Kaleigh Frazier [mailto:studentinfo@scoho.org]
Sent: Thursday, January 09, 2014 10:47 AM
To: Miller, Dale
Subject: RE: Student Directory Information Request

Good Morning,

EXHIBIT I

#21

From: millerdr@spr.k12.oh.us
To: Kaleigh Frazier <studentinfo@scoho.org>
Date: Mon 13 Jan 2014 04:30:44 PM -0500
Cc: "Osborn"
Subject: RE: Student Directory Information Request

@ image001.png ((2 kb)) 1-13-14 response letter.pdf ((98 kb))

Ms. Frazier and Ms. Pechan,

Attached is the response to you January 9, 2014 request for Student Directory Information. We respectfully deny your request.

Thank you,

Dale R. Miller, CPA

Treasurer/CFO Springfield City School District

1500 W Jefferson St.

Springfield, Ohio 45506

(937)505-2814

(937)505-2976

From: Kaleigh Frazier [mailto:studentinfo@scoho.org]
Sent: Thursday, January 09, 2014 10:47 AM
To: Miller, Dale
Subject: RE: Student Directory Information Request

Good Morning,

This is in response to your response to our public records request for student directory information. After reviewing your response, I ask that you please provide us with the following items you consider directory information per your district policy for all students in your district:

- Student's Name
- Student's Address
- Telephone Number(s)
- Student's Date of Birth
- Student's Date of Graduation

School Choice Ohio is a non-profit 501(c)(3) organization that promotes quality education options for every Ohio child. School Choice Ohio works to inform families across the state about the education options that are available for their children in grades K-12.

This student directory information is to be used specifically to contact Ohio families about the education options available for their child. This information will only be used by School Choice Ohio and will not be used for any profit-making plans, activities or ventures. We at School Choice Ohio do not promote any particular school or learning institution. Our purpose is to simply provide information on the full range of education options available to families.

We will be sending out materials and making phone calls based on the child and their family's interest. Our materials and phone calls will be informational in nature to educate those parents/guardians on the full range of education options available for Ohio students.

Thank you,

Sarah Pechan
Senior Director of Programs
School Choice Ohio

From: Miller, Dale [<mailto:millerdr@spr.k12.oh.us>]
Sent: Tuesday, October 22, 2013 1:27 PM
To: Kaleigh Frazier
Subject: RE: Student Directory Information Request

Sarah Pechan
Senior Director of Programs
School Choice Ohio

Attached is the Springfield City School District Board of Education policy related to Student Records and Directory information.

Dale R. Miller, CPA
Treasurer/CFO Springfield City School District
1500 W Jefferson St.
Springfield, Ohio 45506

(937)505-2814
(937)328-1095

From: Kaleigh Frazier [<mailto:studentinfo@schoio.org>]
Sent: Tuesday, October 22, 2013 10:54 AM
Subject: Student Directory Information Request

Dear School District Treasurer:

Pursuant to the Ohio's Public Records Law, Ohio Revised Code § 149.43, the undersigned hereby makes the following public records request on behalf of School Choice Ohio, an Ohio not-for-profit organization. The information requested below will not be used for any profit making plans or activities, whatsoever.

According to Ohio Revised Code §3319.321(A), since we will not use the requested directory information in any profit making plan or activity, the information requested is accessible Ohio public school student directory information, and is a public record as defined by Ohio Revised Code § 149.43. We request that your district provide us with the directory information for all students in the district, including district students who attend charter schools. Please provide a copy of the directory information on the attached Excel spreadsheet. We request that these records be provided in electronic format (compact disc, email, flash drive, etc.). Because public school districts do not have an obligation to create new records, please provide copies of your existing student directories that span the grade levels requested.

This purpose of this request is to communicate with families regarding their full range of education options.

Please include the following directory information listed below for each student enrolled:

1. Student and parent's/guardian's name,
2. Parent's/Guardian's complete address, including email address,
3. Parent's/Guardian's telephone contact information,
4. Student's grade level for the 2013-14 school year, and
5. Student's school building for the 2013-14 school year

Ohio law requires a public entity to provide the requestor with the legal basis, in writing, for the failure to respond to any part of a public records request. Accordingly, if you have designated any part of the requested records as not subject to release, please provide the parts that are available, as well as the legal rationale for withholding the requested public records.

Electronic records may be sent via email to Kaleigh Frazier at studentinfo@schoio.org.

Any physical version of the records (disc, flash drive, etc.) can be sent by United States Postal Service to:

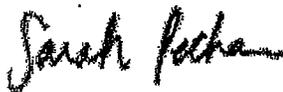
School Choice Ohio
Attention: Kaleigh Frazier
88 E Broad St, Suite 640
Columbus, OH 43215

Again, consistent with §3319.321(A), School Choice Ohio affirmatively represents that this information will not be used in a profit-making plan or activity nor will any information be disclosed to any other party in violation of §3319.321(B)(3).

We understand that you are entitled to a reasonable amount of time to fulfill the request. Consequently, if you will not be able to fulfill this request in approximately five (5) business days, please contact Kaleigh Frazier at studentinfo@schoio.org to make other arrangements.

We look forward to receiving the requested public records.

Sincerely,



Sarah Pechan
Senior Director of Programs
School Choice Ohio



Via electronic mail to studentinfo@scobio.org
Kaleigh Frazier
School Choice Ohio
88 E. Broad St., Suite 640
Columbus, OH 43215

January 13, 2014

Dear Ms. Frazier,

On October 22, 2013, I received from you via email a request for student directory information on behalf of School Choice Ohio. The same afternoon, I provided to you by reply email a copy of the District's Policy JO which states that the District does not designate any categories of information as Directory Information for current students. On January 9, 2014, I received another email from you "in response to [our] response to [your] public records request for student directory information." You have again asked that we provide you with student directory information per our District policy.

The Family Educational Rights and Privacy Act ("FERPA") generally prohibits the disclosure of student personally identifiable information which has not been designated by the educational institution as "directory information", subject to certain exceptions. 20 U.S.C. 1232g(b)(1). Educational institutions are given the discretion to identify categories of directory information and are required to notify parents and eligible students of the categories so designated to allow them an opportunity to opt out of non-consensual disclosures. Pursuant to Board policy JO, a copy of which is attached, the Springfield City School District has not designated any category of personally identifiable information of current students as "directory information." Your request does not meet the requirements of any other exception under FERPA; consequently, no personally identifiable information of current students may be disclosed in response to your request.

Your original request dated October 22, 2013 included a request for information about individuals residing in the District who attend Charter Schools. This request was not repeated in the January 9, 2014 email; however, since the prior email was attached to your January 9, 2014 email, I will address that request as well. Even if our District designated any categories of information as student directory information, which it does not, your request for "student directory" information about students who do not attend Springfield City Schools is improper. We previously explained to you by letter dated April 12, 2013, in response to a prior request, that while we are required to track these students in the EMIS system, they

are not students of the Springfield City School District; they are not enrolled in the District, do not attend our schools, and are not subject to the District's student records policy. As a result, they have not been given an opportunity to opt out of any disclosures of student directory information. Furthermore, the records we maintain about these students are provided to the District by the Ohio Department of Education for specific purposes and cannot be used for any other purposes. In compliance with federal FERPA regulations, the District is not permitted to re-disclose the information to any third party without prior consent from the student's parent or eligible student. 34 C.F.R. 99.33(a).

For these reasons, your request is denied.

Very truly yours,

Dale Miller
Treasurer

000153

EXHIBIT J

McDonald Hopkins

A business advisory and advocacy law firm®

Direct Dial: 216.430.2029
E-mail: dmovius@mcdonaldhopkins.com

McDonald Hopkins LLC
600 Superior Avenue, East
Suite 2100
Cleveland, OH 44114

P 1.216.348.5400
F 1.216.348.5474

February 24, 2014

Via Email (millerdr@spr.k12.oh.us) and
Certified U.S. Mail (Tracking No. 7196 9908 9115 5741 2096)

Dale Miller
Treasurer
Springfield City School District
1500 West Jefferson Street
Springfield, Ohio 45506

Re: **Public Records Request**

Dear Mr. Miller:

I represent School Choice Ohio Inc. ("SCO"), and I write in response to your January 13, 2014, letter to Kaleigh Frazier regarding SCO's October 22, 2013, public records request to the Springfield City School District (the "District").

Under Ohio's Public Records Act, Ohio Rev. Code § 149.43, all records kept by a public office, specifically including school districts, are public and must be provided in response to a request unless a specific statutory exception applies. In refusing SCO's public records request, the District apparently relies on the exclusion in Ohio Rev. Code § 149.43(A)(1)(v) for records "the release of which is prohibited by state or federal law" by arguing that the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g ("FERPA") prohibits the release of the information SCO has requested. The District's position is incorrect for several reasons, and SCO demands that the District comply immediately and in full with its public records request.

Contrary to the District's stated position, Policy JO does not prohibit it from complying with SCO's public records request. While the District asserts that it did not designate any categories of information as "directory information" in that policy, it designated as "directory information" nearly every applicable category of information permitted under 20 U.S.C. § 1232g(a)(5)(A) in its "Notice of Directory Information." That notice, published on page 54 of the Springfield High School Handbook and online at <http://www.spr.k12.oh.us/files/filesystemrevised%20family%20educational%20rights%20and%20privacy%20act%20annual%20notice.pdf>, designates the following categories of information as "directory information":

- Student's name
- Student's address
- Telephone number(s)
- Date and place of birth
- Dates of attendance

- Participation in officially recognized activities and sports
- Student's weight and height, if a member of an athletic team
- Student achievement awards or honors
- Date of graduation

The District also provides form JO-E in the Springfield City School Policy Manual for parents to opt out of the District's release of the same categories of "directory information." Copies of the District's "Notice of Directory Information" and form JO-E as retrieved from the District's website on February 21, 2014, are enclosed for your convenient reference.

A review of the District's website confirms that it discloses "directory information" consistent with its "Notice of Directory Information." For example, the District's website confirms that Springfield High School publishes a yearbook and a student newspaper, both of which disclose "directory information." The newsletters and "Morning Announcements" published by Springfield High School on the District's website likewise disclose "directory information," including student names, participation in officially recognized activities and sports, and achievement awards and honors. Each of these activities would constitute a violation of FERPA if Policy JO controlled with respect to designation of "directory information."

In view of the foregoing, I hereby reassert and incorporate by reference SCO's October 22, 2013, public records request, and request the following additional public records:

1. All policies, procedures, rules, and written actions in effect at any time during the 2013-14 school year by which the District has declared, designated, or defined information as "directory information."
2. All records that describe or document the decision-making process by which the District declared, designated, or defined information as "directory information," including (without limitation) any resolutions, meeting minutes, notes, emails, letters, or reports and any analyses or opinions the District reviewed or on which it relied as a part of that process.
3. All records that describe or document any exceptions or failures by the District to follow any policies, procedures, rules, or written actions in effect at any time during the 2013-14 school year by which the District has declared, designated, or defined information as "directory information."
4. All records that describe or document the District's disclosure of, or refusal to disclose, "directory information" to representatives of the armed forces at any time during the 2012-13 and 2013-14 school years.
5. All records that describe or document the District's disclosure of, or refusal to disclose, "directory information" to representatives of any charitable institutions at any time during the 2012-13 and 2013-14 school years.

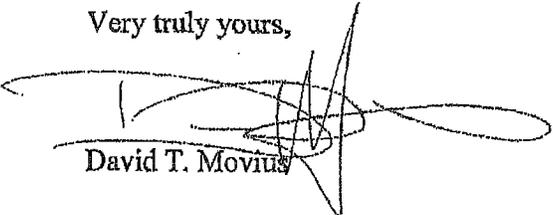
6. All records that describe or document the District's disclosure of, or refusal to disclose, "directory information" to representatives of any employers at any time during the 2012-13 and 2013-14 school years.
7. All records that describe or document the District's disclosure of, or refusal to disclose, "directory information" to representatives of institutions of higher education at any time during the 2012-13 and 2013-14 school years.
8. The District's current public records policy and records retention schedule.

Records responsive to SCO's October 22, 2013, request should be provided in a native electronic format, such as an Excel spreadsheet or comma-separated value text file, and records responsive to SCO's remaining requests should be provided in an electronic format that can be accessed with a readily-available software program, such as Portable Document Format (pdf), Microsoft Excel or Microsoft Word. Because the Public Records Act empowers the requestor to choose the form of production of public records, *see* R.C. 149.43(B)(6), the District will fail to comply with its obligations under the Public Records Act if it produces electronically-stored information in paper format. All responsive records should be sent to my attention via email at dmovius@mcdonaldhopkins.com.

Please note that this request is being sent by certified mail, so SCO may recover statutory damages under Revised Code 149.43(C)(1) until the District produces the requested records. SCO also will seek its attorneys' fees if the District forces it to initiate a mandamus action to compel the District's compliance with its obligation to produce the records it has requested. *See State ex rel. The Miami Student v. Miami University*, 79 Ohio St. 3d 168 (1997) (issuing writ of mandamus and awarding attorneys' fees where school improperly denied public records request based on claim that release of records was prohibited by FERPA).

Finally, SCO again certifies that it will not use the information requested here for any profit-making plan or activity. Instead, SCO intends to use this information to share information with families about educational options.

Very truly yours,



David T. Movius

Enclosures

Copy: Matthew Cox, Esq.

**Family Educational Rights and Privacy Act (FERPA)
Notice for Directory Information**

The *Family Educational Rights and Privacy Act (FERPA)*, a Federal law, requires that Springfield City School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Springfield City School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Springfield City School District to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965 (ESEA)* to provide military recruiters, upon request, with the following information - names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.¹

If you do not want Springfield City School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing. Springfield City School District has designated the following information as directory information for former students who have graduated or who have not been enrolled as a student in the District within the previous twelve (12) months:

Student's name

Student's address

Telephone number (s) (unless designated as "unlisted" on student's registration forms)

Date and place of birth

Dates of attendance

Participation in officially recognized activities and sports

Student's weight and height, if a member of an athletic team

Student achievement awards or honors

Date of graduation

For current students and for former students who were enrolled in the District within the previous twelve (12) months and withdrew prior to graduation, no personally identifiable information contained in the student's education record is designated as "directory information."

¹ These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503(c).

File: JO-E

Denial of Permission to Release Directory Information Without Prior Written Consent

Dear Parent:

Certain directory information may be released to media, colleges, civic or school-related organizations and state or governmental agencies as well as published in programs for the athletic, music and theater presentations of this District.

Directory information includes the following kinds of information:

1. student's name;
2. student's address;
3. telephone number(s);
4. student's date and place of birth;
5. participation in officially recognized activities and sports;
6. student's achievement awards or honors;
7. student's weight and height, if a member of an athletic team;
8. dates of attendance ("from and to" dates of enrollment) and
9. date of graduation.

Please circle the specific categories of information, if any, listed above that you do not wish to be released without your specific prior written permission.

 The release of all directory information is denied.

This form must be completed and returned to the principal within 10 days after publication of the notice on "Directory Information" if the release of specific directory information is denied.

Name of Student

School

Grade

Parent's/Guardian's Signature

Date

EXHIBIT K

MARTIN BROWNE

MARTIN, BROWNE, HULL & HARPER PLLC

April 4, 2014

Via electronic mail to: dmovius@mcdonaldhopkins.com

David T. Movius

McDonald Hopkins

600 Superior Avenue East, Suite 2100

Cleveland, Ohio 44114

Dear Mr. Movius:

Our firm represents the Springfield City School District (the "District"). I write to provide the District's response to your letter to Mr. Dale Miller, Treasurer of the District, dated February 24, 2014, regarding the request for student directory information by School Choice Ohio ("SCO") on or around October 22, 2013.

As an initial matter, I note that your letter misquotes the District's policy JO, a copy of which is attached for your reference. Your letter states that the District's policy "designates nearly every applicable category of information permitted [under FERPA]". This statement is inaccurate. The policy designates these categories of Directory Information only for "former students who have graduated or who have not been enrolled as a student in the District within the 12 months preceding a request for 'directory information'". The policy goes on to state as follows:

For current students and for former students who were enrolled in the District within the 12 months preceding a directory information request and withdrew prior to graduation, no personally identifiable information contained in the student's education record shall be designated as "directory information."

Board policy JO, in its current form, was adopted by the Board of Education at a meeting on June 12, 2013. A copy of the minutes from said Board meeting are also attached.

The District's Denial of Permission to Release Directory Information Without Prior Consent form referenced in your letter, Form JO-E, is an obsolete document which is no longer used by the District. The District makes every effort to keep its website current; however, there are occasional postings which are no longer relevant or accurate. While the obsolete version of Form JO-E was posted on the District's website at the time of your letter, this posting was in

David T. Movius
April 4, 2014
Page 2 of 4

error. Please see a copy of the District website disclaimer, attached for your reference, which may be accessed at the link below:

<http://www.spr.k12.oh.us/disclaimer.cfm>

The obsolete version of Form JO-E referenced in your letter is clearly inconsistent with the policy adopted by the Board of Education. Because there is no directory information designated for current students, there is no need for parents or eligible students to utilize such a form. The District has created an "opt-out" form which replaces the former JO-E for any former students who wish to opt out of the directory information disclosures which would apply to them, and would make such form available upon request; however, no former student has ever made such a request. The District has corrected the posting of this form on the District's website, and a copy of the document in its current form is attached.

Your letter states that the District's website confirms that it discloses "directory information" consistent with its FERPA "Notice of Directory Information." This is correct. The District's FERPA Notice, which you enclosed with your letter and which is attached to this letter, mirrors policy JO described above. Again, your analysis has overlooked certain limitations contained within document, which designates categories of directory information only for *former* students. Exactly as in Policy JO, the Notice specifically states that the District does not designate personally identifiable information of *current* students as "directory information." To the extent you are suggesting that the District's website confirms that it discloses "directory information" in contradiction to Policy JO and in contradiction to its FERPA Notice, this conclusion is incorrect. The District does, in fact, publish a yearbook and a student newspaper, as well as participation in officially recognized activities and sports, and achievement awards and honors. However, this information is only disclosed upon obtaining the consent of the participating student's parent or eligible student. Please see the District's consent form for this purpose, attached for your reference, which may be accessed at the link below:

<http://www.spr.k12.oh.us/files/filesystem/studentaup-combined13-14.pdf>

For these reasons, we reassert and incorporate by reference the District's letter dated January 13, 2014, as the legal basis for the denial of SCO's public records request dated October 22, 2013.

As to the public records requests contained in your February 24, 2014 letter, we respond as follows:

1. All documents responsive to this request are produced herewith.
2. All documents responsive to this request are produced herewith.
3. The District objects to this request as it is overly broad and unduly burdensome. A response to this request would require review and analysis of every communication made

000318

from every administrator, teacher, and staff member of every school within the District. Notwithstanding the foregoing nor waiving objection, the District asserts that it has received no complaints of any alleged violations of FERPA during 2013-2014 school year.

4. The District's FERPA Notice for Directory Information in both its 2012-2013 school year form and its current form specifically states as follows: "...two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with the following information - names, addresses, and telephone listings - unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent." As indicated, these items of information are required to be disclosed to military recruiters regardless of whether the District designates them as "directory information" absent refusal by a parent or eligible student. The District asserts that no parent or eligible student advised the District of their intent to deny disclosure of the student's information for the 2012-13 or 2013-14 school year. Consequently, the District has not refused to disclose such information to any representative of the armed forces at any time during the 2012-2013 or 2013-2014 school year. Produced herewith are the email messages which document the District's compliance with such requests.*
5. All records describing or documenting the District's responses to requests from representatives of any charitable institutions during the 2012-13 and 2013-14 school years are produced herewith.*
6. There are no documents responsive to this request.
7. All records describing or documenting the District's responses to requests from representatives of any institutions of higher education during the 2012-13 and 2013-14 school years are produced herewith.*
8. All records responsive to this request are produced herewith.

*You will note that some of the records responsive to these requests are email messages which serve to transmit student personally identifiable information. Those email messages are produced; however, the accompanying files are not produced as the information contained therein consists solely of student personally identifiable information which would need to be entirely redacted.

David T. Movius
April 4, 2014
Page 4 of 4

Should you have any questions or require additional information, please contact me directly.

Very truly yours,

MARTIN, BROWNE, HULL & HARPER, P.L.L.



Karen W. Osborn, Esq.

KWO/kns
Attachments

c: Dale Miller, Treasurer
David Estrop, Superintendent

000320

EXHIBIT L

#27

From: Baldwin@spr.k12.oh.us
To: "Estrop"
Date: Wed 07 Aug 2013 03:03:13 PM -0400
Cc: "Casto"
Subject: RE: Champion City Scholar Annual Data Request

Thanks l., will do.

From: Estrop, David
Sent: Wednesday, August 07, 2013 3:03 PM
To: Baldwin, Lori; Miller, Dale
Cc: Casto, Sherry; Weiss, Sandy
Subject: RE: Champion City Scholar Annual Data Request

I hereby approve the request below since Clark State Community College partners with the Springfield City School District relative to the Champion City Scholar Program which provides full scholarships for 40 students in Springfield each year.

Dr. David Estrop
Superintendent

From: Baldwin, Lori
Sent: Wednesday, August 07, 2013 2:58 PM
To: Estrop, David; Miller, Dale
Subject: FW: Champion City Scholar Annual Data Request

This is a request from Steve at Clark State each year. Please respond with decision on this information request to be sent to Steve Vrooman. Appreciate it.

Thanks so much!

From: Steven Vrooman [mailto:vroomans@clarkstate.edu]
Sent: Wednesday, August 07, 2013 2:50 PM
To: Baldwin, Lori
Subject: Champion City Scholar Annual Data Request

Hi, Lori,

I hope all is well with you ... and you had a chance for a little time off during the summer.

Again, this year, the Champion City Scholar program is selecting the next group of SCSD students as eighth graders, this fall. I would like to send the program announcement letter and a brochure to the homes of all SCSD 8th graders within the next week or two.

Whenever you have a chance, may I please have an Excel file of current 8th graders (2013-14 school year) in the SCS schools? The fields you usually include are: Student ID, First Name, Last Name, School #, Grade, Street Address, City, State, Zip, Phone #, and Homeroom. It has been great and would work equally well this year. Your help will be appreciated.

I have attached an empty Excel file with headings as reported last August, if that helps at all. Also, I know the data will be changing significantly early in the school year but, with some luck, the majority of the address info will be correct.

THANKS!!!!

Steve

Date: Tue 08 Oct 2013 03:35:14 PM -0400
From: "Estrop, David" <estrop@spr.k12.oh.us>
To: LEADERSHIP TEAM <LEADERSHIPTEAM@spr.k12.oh.us>, Anita biles
 <anita.biles@gmail.com>, "Biles, Anita" <bilesas@spr.k12.oh.us>, "Callan, Jamle"
 <callanj@spr.k12.oh.us>, Donna Picklesimer External
 <dpicklesimer@wittenberg.edu>, "Ed Leventhal (eleventhal@aepowdercoating.com)"
 <eleventhal@aepowdercoating.com>, "Truss, Wanda" <trusswj@spr.k12.oh.us>,
 Wanda Truss <w.truss@yahoo.com>
Cc: "Casto, Sherry" <casto@spr.k12.oh.us>, "Welss, Sandy" <Welss@spr.k12.oh.us>
Subject: FW: Clark State CITC and HB 59
Size: 11666.0 Kb
Id: 3904656376
Received: from SCS-EXCH-HUB.scs-district.local ([fe80::dfff:71a3:4e2:fc15]) by SCS-EXCH-
 HUB.scs-district.local ([fe80::dfff:71a3:4e2:fc15%10]) with mapl id 14.02.0328.009;
 Tue, 8 Oct 2013 15:35:15 -0400
Thread-Topic: Clark State CITC and HB 59
Thread-Index: AQHOxPpJ9JHXBWMZFU6dUfCq8px6G5nrMgcg
Importance: high
X-Priority: 1
Message-ID: <095BCFFE2FEA3C4794D5D1EE8CFA4286016DF83C@SCS-EXCH-HUB.scs-
 district.local>
References: <52542198.9229.0053.1@clarkstate.edu>
In-Reply-To: <52542198.9229.0053.1@clarkstate.edu>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 04
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Has-Attach: yes
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.5.40.51
x-ms-exchange-organization-originalserveripaddresses: fe80::4c06:4146:6251:29d8%10
Content-Type: multipart/mixed;
 boundary=" _002_095BCFFE2FEA3C4794D5D1EE8CFA4286016DF83CSCSEXCHHUBscs
 dl_ "
MIME-Version: 1.0
Attachment: Kristin Skiles8.vcf

For your information. We will take this discussion up at the Directors' Meeting initially and see where it takes us.

Dave

From: Kristin Skiles [mailto:skilesk@clarkstate.edu]
Sent: Tuesday, October 08, 2013 3:16 PM
Subject: Clark State CITC and HB 59
Importance: High

All,

Greetings from Clark State Community College!

Last week the State of Ohio issued a communication to all school districts regarding HB 59 which states:

3313.6013. (D) No city, local, exempted village, and joint vocational school district shall charge an enrolled student an additional fee or tuition for participation in any dual enrollment program offered by the district. Students may be required to pay the costs associated with taking an advanced placement or international baccalaureate examination.

This was something Clark State Community College did not anticipate as I assume most of you did not as well. We do not have a specific answer as to how this affects the funding of the CITC Program. However, we are working on a solution that will mutually benefit all parties involved and will work with each district to ensure all issues are addressed.

In the meantime, we would like to proceed with our Fall enrollment as planned. Please submit all class rosters, applications and test scores by this Friday, October 11th to be included in the CITC Program for Fall Semester. Once we have more clarification on the funding piece of this program, we will share it with you immediately.

Please don't hesitate to contact me if you have any additional questions or concerns. I look forward to our continued work in helping students be successful through dual enrollment.

Sincerely,

Kristin Skiles

Can't convert attachment 1 of 1 to pdf.

Baldwin, Lori

From: Faith Bosland <faithbosland@yahoo.com>
Sent: Thursday, August 28, 2014 10:40 AM
To: Baldwin, Lori
Cc: Jones, Marvin
Subject: Student addresses

Hi Lori,

Marvin Jones told me last week that SCYM has clearance to receive selected student addresses once you get consent/registration forms back. I don't know how soon they will be available, but when they are we would like to request names and addresses for:

Snyder Park (all students)
Kenwood (all students)
Hayward (girls only)
Roosevelt (girls only)
Schaefer (girls only)

Our programs start the week of September 22 so if we can get them in the next week that would be wonderful. Thanks so much again for your help!

Blessings,
Faith

Faith Bosland
Springfield Christian Youth Ministries
(937) 206-7812
www.crushtheodds.org

Date: Tue 09 Sep 2014 05:52:54 PM -0400
From: "Estrop, David" <estrop@spr.k12.oh.us>
To: Steven Vrooman <vroomans@clarkstate.edu>, "Baldwin, Lori" <Baldwin@spr.k12.oh.us>
Cc: "Fish, Kim" <fishkn@spr.k12.oh.us>, "Jones, Marvin" <jonesmb@spr.k12.oh.us>, "Samuels, Susie" <samuels@spr.k12.oh.us>, "Watkins, Kimberly" <watkinsks@spr.k12.oh.us>, "Brigham, Monte" <Brigham@spr.k12.oh.us>, "David A. Weaver (dweaver@martinbrowne.com)" <dweaver@martinbrowne.com>, "Osborn, Katy" <kosborn@martinbrowne.com>, "Casto, Sherry" <casto@spr.k12.oh.us>, "Weiss, Sandy" <Weiss@spr.k12.oh.us>
Subject: Request for Student Information
Size: 4662.0 Kb
Id: 2284370903
Received: from SCS-EXCH-HUB.scs-district.local (:::1) by SCS-EXCH-HUB.scs-district.local (:::1) with mapi id 14.02.0328.009; Tue, 9 Sep 2014 17:52:54 -0400
Thread-Topic: Request for Student Information
Thread-Index: Ac/MdqMHG8E15QQKSmqyWPVMe80GSw==
Message-ID: <095BCFFE2FEA3C4794D5D1EE8CFA4286476ACF50@SCS-EXCH-HUB.scs-district.local>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 04
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.5.40.34
x-ms-exchange-organization-originalserveripaddress: fe80::4c06:4146:6251:29d8%10
Content-Type: text/html; charset="us-ascii"
MIME-Version: 1.0

Steve

Given that the District has circulated the "Consent for Disclosure of Student Information for Superintendent Approved Purposes" information and form, and given that some parent(s)/guardian(s) have now completed and returned said forms, and given that some parent(s)/guardian(s) have consented to disclosure of their student's information by the Superintendent, and given that said consent has been entered into the District's Student Data Base (DASL), I hereby approve the release of the information requested by you on behalf of the Champion City Scholar Program sponsored by the Clark State Community College Foundation. My approval is limited to those students for whom their parent(s)/guardian(s) have completed and returned the required form, given written consent for me to disclose student information, and have had such consent entered into the District's Student Data Base. Please be aware if any of the conditions above have not been met, I am prohibited by law from disclosing student information to you. Thus, to some extent, please know that this list will likely not contain all the names of all students enrolled in the Springfield City School District, even though you have made that request of me. Should you have any questions, please contact my office at 937-505-2806.

Thanks for your patience!

Dr. David Estrop

Superintendent

Baldwin, Lori

From: Steven Vrooman <vroomans@clarkstate.edu>
Sent: Tuesday, September 09, 2014 9:42 PM
To: Baldwin, Lori; Estrop, David
Cc: dweaver@martinbrowne.com; kosborn@martinbrowne.com; Brigham, Monte; Casto, Sherry; Fish, Kim; Jones, Marvin; Samuels, Susie; Watkins, Kimberly; Weiss, Sandy
Subject: Re: Request for Student Information

Dr. Estrop,

Thank you very much for this great news. I appreciate the situation and understand the necessity to proceed in this manner.

I will work with Lori Baldwin to obtain the names and addresses of the approved eighth grade students. The Champlon City Scholars program personnel will mail the cover/announcement letter and CCS program brochure to the homes of the approved eighth grade students enrolled in Springfield City School District middle schools.

Thank you for your help with this matter. I look forward to another successful year of awarding a free college education to each of 40 Springfield City School District students.

Thanks!
Steve Vrooman
CCS Program Manager

>>> "Estrop, David" 09/09/14 5:53 PM >>>

Steve

Given that the District has circulated the ?Consent for Disclosure of Student Information for Superintendent Approved Purposes? information and form, and given that some parent(s)/guardian(s) have now completed and returned said forms, and given that some parent(s)/guardian(s) have consented to disclosure of their student?s information by the Superintendent, and given that said consent has been entered into the District?s Student Data Base (DASL), I hereby approve the release of the information requested by you on behalf of the Champlon City Scholar Program sponsored by the Clark State Community College Foundation. My approval is limited to those students for whom their parent(s)/guardian(s) have completed and returned the required form, given written consent for me to disclose student information, and have had such consent entered into the District?s Student Data Base. Please be aware if any of the conditions above have not been met, I am prohibited by law from disclosing student information to you. Thus, to some extent, please know that this list will likely not contain all the names of all students enrolled in the Springfield City School District, even though you have made that request of me. Should you have any questions, please contact my office at 937-505-2806.

Thanks for your patience!
Dr. David Estrop
Superintendent

Scott A. Sollmann

From: Fish, Kim <fishkn@spr.k12.oh.us>
Sent: Wednesday, December 10, 2014 3:42 PM
To: Scott A. Sollmann; Estrop, David
Subject: FW: Champion City Scholars Agreement/Contract Status? - CONFIDENTIAL ATTY CLIENT INFO

From: Steven Vrooman <vroomans@clarkstate.edu>
Date: Mon, 15 Sep 2014 09:32:33 -0400
To: David Estrop <estrop@spr.k12.oh.us>, Jonathan Kuehnle <kuehnleig@spr.k12.oh.us>
Cc: CFRE Kristin Culp <culp@clarkstate.edu>, Sherry Casto <casto@spr.k12.oh.us>, Kim Fish <fishkn@spr.k12.oh.us>, Karen Hall <hallkm@spr.k12.oh.us>, Marvin Jones <jonesmb@spr.k12.oh.us>, Dale Miller <millerdr@spr.k12.oh.us>, Stacy Parr <parr@spr.k12.oh.us>, Dona Starrett <starrettda@spr.k12.oh.us>, Stacey Tipler <tiplersk@spr.k12.oh.us>, Andrea Townsend <townsenda@spr.k12.oh.us>, Sandy Weiss <Weiss@spr.k12.oh.us>, Mark Elliott <melliott3@woh.rr.com>
Subject: RE: Champion City Scholars Agreement/Contract Status?

Good Morning, Dr. Estrop,

Thank you for your support of the Champion City Scholars program.

I understood the approval stated in your e-mail of September 9, 2014, was in reference to our request for SCSD eighth grade mailing information. We have received mailing information for the approved group of eighth grade students. Thank you!

Additionally, we have requested access to current Champion City Scholars grades, attendance, and discipline using the Champion City Scholars program agreement/contract (attached) that is signed by the parent and student at the time the student becomes a Champion City Scholar. If your September 9 e-mail refers to both potential and current Champion City Scholar students, and the CCS Agreement is not a factor in our access to the current CCS students' records, we will need to take a new approach to our CCS Agreement process. If the CCS Agreement has been approved for use, we will move forward with it.

Thanks!
Steve V.

>>> "Estrop, David" <estrop@spr.k12.oh.us> 9/15/2014 8:43 AM >>>

I thought I had approved the agreement. Let me Inquire of other Cabinet members.

Dave

From: Kuehnle, Jonathan
Sent: Monday, September 15, 2014 8:42 AM
To: Steven Vrooman
Cc: Estrop, David
Subject: RE: Champion City Scholars Agreement/Contract Status?

I've heard nothing additional, but will CC this to Dr. E, in case he would like to provide any additional comment.

Jonathan Kuehnle
Campus Director

Springfield High School -- *"Home of Scholars and Champions"*
701 E. Home Rd. -- Springfield, OH 45503
W: 937-505-4320 C: 937.244.2463 F: 937-342-4110

Springfield City School District -- *"Every student, every opportunity, every day!"*

From: Steven Vrooman [<mailto:vroomans@clarkstate.edu>]
Sent: Monday, September 15, 2014 8:16 AM
To: Kuehnle, Jonathan
Subject: Champion City Scholars Agreement/Contract Status?

Good Morning, Mr. Kuehnle,

Have you heard anything from Dr. Estrop about the acceptability of the Champion City Scholars Agreement as it pertains to access to the current CCS/SHS students' grades, attendance, and discipline records? We're approaching interim report time and it would be very beneficial to be able to monitor the students' current progress.

Thanks for your support.

Steve

Baldwin, Lori

From: Steven Vrooman <vroomans@clarkstate.edu>
Sent: Thursday, September 11, 2014 2:29 PM
To: Baldwin, Lori
Subject: Re: working on your list

Thank you VERY much. I really appreciate your taking your time to do this.

Thanks!
Steve

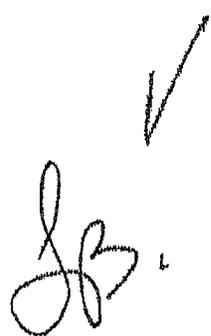
>>> "Baldwin, Lori" 09/11/14 2:02 PM >>>

I am removing all students that do not have an updated acceptable use signature on file.

That takes time getting information from buildings. ☹
Should be good tomorrow. Just waiting on Roosevelt.
L

Lori Baldwin, EMIS Coordinator
Springfield City Schools 044818
ph 937.505.2808 fax 937.505.2976

CONFIDENTIALITY NOTICE: This message may contain confidential information, including, but not limited to, student personally identifiable information. Such information is intended only for the use of the individual or entity named above. If you receive this e-mail message in error, please immediately notify me by telephone at 937-505-2808. Thank you.



Baldwin, Lori

From: Steven Vrooman <vroomans@clarkstate.edu>
Sent: Wednesday, September 10, 2014 1:17 PM
To: Baldwin, Lori
Subject: RE: Champion City Scholar Annual Data Request Fall 2014

Hi, Lori,

As a result of Dr. Estrop's 9/9/14 email regarding the release of data to the Champion City Scholars program, I am requesting the previously listed data for those SCSD 8th grade students who meet the criteria listed in Dr. Estrop's e-mail,

Thank you very much for your help with this.

Steve

>>> "Baldwin, Lori" <Baldwin@spr.k12.oh.us> 8/18/2014 7:43 AM >>>
Dr Estrop told me he would get back with me.... sorry. It is his decision.

From: Steven Vrooman [mailto:vroomans@clarkstate.edu]
Sent: Sunday, August 17, 2014 9:06 AM
To: Baldwin, Lori
Subject: RE: Champion City Scholar Annual Data Request Fall 2014

Good Morning, Lori,

I'm REALLY sorry to bother you with this during this very busy week for you but I need to get information out to parents of 8th graders and will have to move to plans B and C if the mail list is not available to me. Do you have an idea when (or if) I might be able to get the information?

Thanks!
Steve

>>> "Baldwin, Lori" 08/11/14 4:23 PM >>>

Not sure of timeline but I will check and see will let you know.

From: Steven Vrooman [mailto:vroomans@clarkstate.edu]
Sent: Monday, August 11, 2014 2:51 PM
To: Baldwin, Lori
Subject: RE: Champion City Scholar Annual Data Request Fall 2014

Hi, Lori,

I understand the need to make sure parental permission is obtained. In order for me to put together an alternate plan for use, if needed, is it likely to be mid-September (or later) before a mailing list can be put together?

Thanks!
Steve

>>> "Baldwin, Lori" 08/11/14 1:33 PM >>>

Hi ^{Steve} Lori,

Sorry, but I will not be able to provide you the student list at this time. Once we get parental permission process completed, I will contact you.

Lori

From: Steven Vrooman [<mailto:vroomans@clarkstate.edu>]
Sent: Friday, August 08, 2014 11:53 AM
To: Baldwin, Lori
Subject: Champion City Scholar Annual Data Request Fall 2014

Hi, Lori,

I hope all is well with you ... and you had a chance for a little time off during the summer.

Again, this year, the Champion City Scholar program is selecting the next group of SCSD students as eighth graders, this fall. I would like to send the program announcement letter and a brochure to the homes of all SCSD 8th graders within the next week or two.

Whenever you have a chance, may I please have an Excel file of current 8th graders (2014-15 school year) in the SCS schools? The fields you usually include are: Student ID, First Name, Last Name, School #, Grade, Street Address, City, State, Zip, Phone #, and Homeroom. It has been great and would work equally well this year. Your help will be appreciated.

I have attached an empty Excel file with headings as reported last August, if that helps at all. Also, I know the data will be changing significantly early in the school year but, with some luck, the majority of the address info will be correct.

THANKS!!!!

Steve

Champion City Scholars Program Agreement

The Clark State Foundation agrees to provide:

While Champion City Scholars are in grades 8-12:

- Mentoring and enrichment programs, in cooperation with Springfield City Schools
- Academic support services and programs, in cooperation with Springfield City Schools
- Assistance for students with difficulties, in cooperation with Springfield City Schools
- A designated contact person at the College who maintains relationships with the students

While Champion City Scholars are at Clark State:

- Tuition, fees, books and required course supplies at no cost, as required to complete the student's degree program, including any college preparatory classes needed. College expenses will be supported by the Foundation for all courses required to earn student's degree, for up to three years. Summer enrollment is optional.
- Access to academic support services
- A designated contact person at the College who maintains relationships with the students

Champion City Scholars and their families agree that:

In grades 8-12:

- Scholars will attend school regularly, in adherence to the Springfield City Schools attendance policy.
- Scholars will exhibit good citizenship in and out of school, with no expulsions, no felony convictions, and no pattern of criminal involvement.
- Scholars will demonstrate satisfactory progress in their classes, maintain a minimum 2.0 grade point average at the end of each year in middle and high school, and achieve a minimum 2.0 cumulative grade point average upon high school graduation. Students whose grade point average falls below a 2.0 in any grading period may be placed on probation and must demonstrate improvement in the following grading period. Additionally, scholars must receive enough academic credits each year to advance to the next grade level.
- Scholars will take approved courses.
- Scholars who have academic difficulties will take advantage of support services offered to them to improve their grades.
- Scholars will participate in a minimum of 75% of grade-level applicable activities listed on the Champion City Scholar annual calendar.
- Scholars must remain enrolled in Springfield City Schools and graduate from Springfield High School.
- Scholars' names and pictures may be used in publicity materials.

At Clark State:

- Scholars must enroll for the fall term that immediately follows their high school graduation.
- Scholars must be enrolled full time.
- Scholars will complete all necessary financial aid applications, with help available to assist in completing these forms.
- Scholars will demonstrate satisfactory progress in their classes, maintaining a minimum 2.0 grade point average. Students whose grade point average falls below a 2.0 in any term must demonstrate improvement in the following term.
- Scholars who have academic difficulties will take advantage of support services offered to them to improve their grades.
- Scholars will demonstrate good citizenship, in and out of classes, with no dismissals, no felony convictions, and no pattern of criminal involvement.
- Scholars will participate in special Champion City Scholars activities. Scholars will participate in a minimum of 75% of grade-level applicable activities listed on the Champion City Scholar annual calendar.
- Scholars' names and pictures may be used in publicity materials.

Any exceptions to these criteria must be approved by the Foundation Board of Directors.

I agree to the terms listed above. I also give permission for the release of the scholar's academic, attendance, and behavior records to Clark State Foundation employees, board members and volunteer mentors.

Signature of Student

Date signed

Print Student's Name

Signature of Parent/Guardian

Date signed

Kristin Culp
Clark State Foundation

Date signed

002016

rev. 6/11

EXHIBIT M

#12

From: estrop@spr.k12.oh.us
To: "Miller Dale" <millerdr@spr.k12.oh.us>
Date: Thu 06 Jun 2013 01:49:58 PM -0400
Cc: "Fish"
Subject: FW: Address data for Kenwood and Lincoln

Dale

This appears to be a request for Student Directory Information and as such should come through your office.

Dave

From: Fish, Kim
Sent: Thursday, June 06, 2013 1:08 PM
To: Baldwin, Lori
Cc: Miller, Dale; Townsend, Andrea; Estrop, David
Subject: Re: Address data for Kenwood and Lincoln

I'm asking Andie and dave

Sent from my iPhone

On Jun 6, 2013, at 12:32 PM, "Baldwin, Lori" <Baldwin@spr.k12.oh.us> wrote:

Can I send this?

From: Faith Bosland [<mailto:faithbosland@yahoo.com>]
Sent: Thursday, June 06, 2013 11:52 AM
To: Baldwin, Lori
Cc: SCYM
Subject: Re: Address data for Kenwood and Lincoln

Hi Lori,

Just wanted to be sure that this email had gotten to you. We were hoping to get the addresses by next week if at all possible. Thanks so much for your help! We really appreciate it!

Blessings,

Faith

Faith Bosland
Springfield Christian Youth Ministries

(937) 206-7812

www.scymministries.org

From: Faith Bosland <faithbosland@yahoo.com>
To: Baldwin Lori <Baldwin@spr.k12.oh.us>
Cc: SCYM <scymministries@gmail.com>
Sent: Thursday, May 30, 2013 9:41 AM
Subject: Address data for Kenwood and Lincoln

Hi Lori,

SCYM would like to request names and addresses again for students at Kenwood Elementary (those completing K-5 only) and Lincoln Elementary (K-5). We're looking to mail out information about our summer reading camps.

In the next week or two would be fine. As always, we appreciate your help so much!

Blessings,
Faith

Faith Bosland
Springfield Christian Youth Ministries

(937) 206-7812

www.scymministries.org

#13

From: fishkn@spr.k12.oh.us
To: "Baldwin"
Date: Tue 27 Aug 2013 11:02:46 AM -0400
Cc: "Estrop"
Subject: Re: Student address information (please read the email stream and note we have a process to deal with directory info request)

yes, and we are asking people who get these requests (for instance, SHS got one from military) to send the request to Dr E via email so he can approve or deny, and we will have documentation of that.

working well so far, huh!?

Sent from my iPad

On Aug 27, 2013, at 10:58 AM, "Baldwin, Lori" <Baldwin@spr.k12.oh.us> wrote:

Great!... thanks!

From: Estrop, David
Sent: Tuesday, August 27, 2013 10:57 AM
To: Baldwin, Lori; Miller, Dale; Fish, Kim
Cc: Casto, Sherry; Weiss, Sandy
Subject: RE: Student address information

Permission is granted since this organization partners with us.

Dr. David Estop

Superintendent

From: Baldwin, Lori
Sent: Tuesday, August 27, 2013 10:54 AM
To: Estrop, David; Miller, Dale; Fish, Kim
Subject: FW: Student address information

FYI. permission or want me to send her notice of new student directory board policy with our regrets.

From: Faith Bosland [<mailto:faithbosland@yahoo.com>]
Sent: Tuesday, August 27, 2013 10:47 AM
To: Baldwin, Lori
Subject: Student address information

Hi Lori,

It's that time of year again... I need to request student address information to mail info to families on SCYM's afterschool programs. We need to get names and addresses for:

Snyder Park Elementary (all students)
Kenwood Elementary (all students)
Schaefer Middle School (girls only)
Hayward Middle School (girls only)
Roosevelt Middle School (girls only)

Thank you so much!!
Blessings,
Faith

Faith Bosland
Springfield Christian Youth Ministries

(937) 206-7812

www.scyministries.org

Scott A. Sollmann

From: Schneider, Paul <SCHNEIDER@spr.k12.oh.us>
Sent: Wednesday, December 10, 2014 10:54 AM
To: Scott A. Sollmann
Cc: Osborn, Katy; Parr, Stacy; Estrop, David; Casto, Sherry
Subject: FW: Grades

Scott,

[REDACTED]

[REDACTED]

Paul

Paul Schneider
Coordinator of State & Federal Programs
Springfield City School District
937-505-2833

From: <Schneider>, "Schneider, Paul" <schneider@spr.k12.oh.us>
Date: Tuesday, July 1, 2014 at 1:08 PM
To: Faith Bosland <faithbosland@yahoo.com>
Subject: Re: Grades

Yes, please.

Thanks.

Paul

From: Faith Bosland <faithbosland@yahoo.com>
Reply-To: Faith Bosland <faithbosland@yahoo.com>
Date: Tuesday, July 1, 2014 10:33 AM
To: "Schneider, Paul" <schneider@spr.k12.oh.us>
Subject: Re: Grades

Do you need the photocopies of the releases as well?

Thanks so much!
Faith

Faith Bosland
Springfield Christian Youth Ministries
(937) 206-7812
www.crushtheodds.org

On Tuesday, July 1, 2014 8:58 AM, "Schneider, Paul" <SCHNEIDER@spr.k12.oh.us> wrote:

Hi Faith,

Please send the list to me.

Thanks.

Paul

From: Faith Bosland <faithbosland@yahoo.com>
Reply-To: Faith Bosland <faithbosland@yahoo.com>
Date: Monday, June 30, 2014 10:05 AM
To: "Schneider, Paul" <schneider@spr.k12.oh.us>
Subject: Grades

Hi Paul,

So sorry to bother you on the last day of your fiscal year! We have grade requests to submit again with signed parent releases (just running a little bit behind this year) and I wanted to make sure it's OK to request them after July 1. I figure they are probably still in the database? Let me know if it's a problem to turn them in. If you're going to be gone, maybe you could let me know if there's another contact person.

Thanks so much! Hope your summer is off to a good start so far!
Blessings,
Faith

Faith Bosland
Springfield Christian Youth Ministries
(937) 206-7812
www.crushtheodds.org

Date: Wed 13 Aug 2014 09:43:46 AM -0400
From: "Jones, Marvin" <jonesmb@spr.k12.oh.us>
To: Faith Bosland <faithbosland@yahoo.com>
Subject: RE: Student information
Size: 24913.0 Kb
Id: 2228560939
Received: from SCS-EXCH-HUB.scs-district.local ([:1]) by SCS-EXCH-HUB.scs-district.local ([:1]) with mapi id 14.02.0328.009: Wed, 13 Aug 2014 09:43:47 -0400
Thread-Topic: Student information
Thread-Index: AQHPpc1zdzXapSrmTUmJB38tozjEzJusaNLwgBYerQCACwoXAIABG31A
Message-ID: <FB7D099C66D07F469CF744EBCC12DAE847513773@SCS-EXCH-HUB.scs-district.local>
References: <1406048002.48110.YahooMailNeo@web161902.mail.bf1.yahoo.com>
<c14thnihvjlouinpmhsduk8.1406053480213@email.android.com>
<1407255136.62441.YahooMailNeo@web161904.mail.bf1.yahoo.com>
<1407862034.68930.YahooMailNeo@web161901.mail.bf1.yahoo.com>
<1407862034.68930.YahooMailNeo@web161901.mail.bf1.yahoo.com>
In-Reply-To:
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization: Internal
AuthAs:
X-MS-Exchange-Organization: .04
AuthMechanism:
X-MS-Exchange-Organization: SCS-EXCH-HUB.scs-district.local
AuthSource:
X-MS-Has-Attach: yes
X-MS-Exchange-Organization-SCL: -1
X-ms-exchange-organization-originalclientipaddress: 10.5.77.62
X-ms-exchange-organization-originalserveripaddress: fe80::4c06:4146:6251:29d8%10
Content-Type: multipart/related;
boundary=" 002_FB7D099C66D07F469CF744EBCC12DAE847513773SCSEXCHHUBscsdi_"; type="text/html"
MIME-Version: 1.0
Attachment: image001.jpg

Thanks Faith, I got it. I'm working on it as we speak. I'll call or email you soon. Take care.

From: Faith Bosland [mailto:faithbosland@yahoo.com]
Sent: Tuesday, August 12, 2014 12:47 PM
To: Jones, Marvin
Subject: Re: Student information

Hi Marvin,

Just wanted to double check that this had gotten to you, and see if you have any updates for SCYM yet. Thanks so much!

Blessings,

Faith

Faith Bosland
Springfield Christian Youth Ministries

(937) 206-7812

www.crushtheodds.org

On Tuesday, August 5, 2014 12:12 PM, Faith Bosland
<faithbosland@yahoo.com> wrote:

Hi Marvin,

Thanks again so much for meeting with me last week. I know you had some calls to make on the issue of how to handle SCYM's program information, but I was wondering if you had any updates yet?

Thanks so much!

Blessings,

Faith

Faith Bosland
Springfield Christian Youth Ministries

(937) 206-7812

www.crushtheodds.org

On Tuesday, July 22, 2014 2:24 PM, "Jones, Marvin"
<jonesmb@spr.k12.oh.us> wrote:

Yes. Please set up a meeting with Sandy, my administrative assistant. Her number is: 937.505.2806. Thank you Ms. Bosland and have a phenomenal remainder of the week.

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: Faith Bosland
Date: 07/22/2014 11:53 AM (GMT-06:00)
To: "Jones, Marvin"
Subject: Student information

FYI ... just realized that this somehow stayed in my drafts folder from a few weeks. No wonder I hadn't heard back from you! Let me know if we can connect about this issue.

Hi Marvin,

I just met with Paul Schneider and we were talking about the current situation regarding release of student information to nonprofit organizations like SCYM. For the last couple of years we've requested student addresses from several schools so that we can mail out information to families about our free programs around the beginning of the school year, but it sounds like due to the ongoing situation with the charter schools that may not be possible this August.

Is there a time that I could sit down with you and maybe we could figure out another solution to get the information out to SCSD students? I am fairly free the next couple of weeks if you have any openings in your schedule.

Thanks so much!

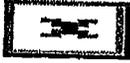
Blessings,

Faith

Faith Bosland
Springfield Christian Youth Ministries

(937) 206-7812

Springfield Christian Youth Ministries (SCYM) | Crush The Odds

	<u>Springfield Christian</u>
	<u>Youth Ministries (SCYM) </u>
	<u>Crush Th...</u>
	Girl Power Girl Power helps middle school girls develop a lifestyle of healthy habits. Learn More
	Wise Guys Wise Guys helps middle school boys make wise choices thr...
	View on www.scymministries.org Preview by Yahoo

Attachment: image001.jpg

Baldwin, Lori

From: Faith Bosland <faithbosland@yahoo.com>
Sent: Monday, September 08, 2014 9:30 AM
To: Jones, Marvin
Cc: Baldwin, Lori
Subject: Re: Student addresses

Hi Marvin,

Just touching base to see if you have an idea when we'll be able to move forward distributing the program information. We are really in a crunch time right now with our programs starting two weeks from today and the process time needed for a bulk mailing.

Thank you again for your help and understanding!
Blessings,
Faith

Faith Bosland
Springfield Christian Youth Ministries
(937) 206-7812
www.crushtheodds.org

On Thursday, August 28, 2014 11:09 AM, "Jones, Marvin" <jonesmb@spr.k12.oh.us> wrote:

Good morning Faith,

I hope that all is well with you. We'll actually determine the best method of distribution/communication once we receive all consent forms. Before any final decision is made, due to the nature of our situation, Dr. Estrop will be apprised again of the request and I'll seek guidance from him as to the next steps we'll engage. Have a phenomenal remainder of the week.

Marvin

From: Faith Bosland [mailto:faithbosland@yahoo.com]
Sent: Thursday, August 28, 2014 10:40 AM
To: Baldwin, Lori
Cc: Jones, Marvin
Subject: Student addresses

Hi Lori,

Marvin Jones told me last week that SCYM has clearance to receive selected student addresses once you get consent/registration forms back. I don't know how soon they will be available, but when they are we would like to request names and addresses for:

Snyder Park (all students)
Kenwood (all students)
Hayward (girls only)
Roosevelt (girls only)
Schaefer (girls only)

Our programs start the week of September 22 so if we can get them in the next week that would be wonderful. Thanks so much again for your help!

Blessings,
Faith

Faith Bosland
Springfield Christian Youth Ministries
(937) 206-7812
www.crushtheodds.org

EXHIBIT N



STEM ACADEMY

APR 19 2013

25 West Pleasant Street, Springfield, OH 45506
Telephone: (937) 387-8361 Fax: (937) 325-9915
Carl J. Berg, Interim Director

April 17, 2013

DR. DAVID ESTROP, SUPERINTENDENT
SPRINGFIELD CITY SCHOOL DISTRICT
1500 WEST JEFFERSON STREET
SPRINGFIELD, OH 45506

Dear Dr. Estrop;

DAVE

The Global Impact STEM Academy (Global Impact) is an agriculture bio-science STEM school that will be opening in Springfield, Ohio for the 2013-14 School Year. Global Impact will serve students in grades nine through twelve, beginning with freshmen the first year. While open to all students who are residents of Ohio, Global Impact expects to enroll primarily students who are from a six county area. As the Interim Director of Global Impact, I am formally requesting the following Directory Information: Name, Address, Telephone Number & Email Address, if the latter two are also on record with your school system for all eighth grade students and all seventh grade students who are enrolled in your school district as of the date of this letter of request.

If there is an official, usual, and customary charge for providing this information, including both printed and/or electronic reproduction costs, please inform me by calling my cell phone (614)-403-1234, leaving a message if necessary. Global Impact will make arrangements to pay those reproduction charges upon receipt of the information we are requesting.

I am further requesting that, if by your school district's practice the information is currently stored in an electronic format, it be provided to Global Impact in electronic format rather than in a printed format. If you will be sending the electronic information directly to me, please do so at cbj@globalimpactacademy.org

If the electronic directory information is too large or for some other reason needs to be loaded onto a thumb drive or disk in order for Global Impact to receive the Directory Information electronically, Global Impact will reimburse the school district for those reasonable costs as well.

Should you like to find out more about the Global Impact STEM Academy, you may choose to log on to our web site, www.globalimpactacademy.org or I would be pleased to meet with you at your office.

Thank you in advance for your cooperation and assistance, and may the remainder of your school year be excellent.

Respectfully,

Carl J. Berg, Interim Director

000199

Baldwin, Lori

From: Carl Berg <cjfbjr01_berg@aol.com>
Sent: Friday, April 26, 2013 12:51 PM
To: Baldwin, Lori
Subject: Re: request

Lori,
Thank you for your quick response. I appreciate it.
Carl

From: "Baldwin, Lori" <Baldwin@spr.k12.oh.us>
Date: April 22, 2013, 8:56:46 AM EDT
To: "cberg@globalimpactacademy.org" <cberg@globalimpactacademy.org>
Cc: "Miller, Dale" <millerdr@spr.k12.oh.us>, "Estrop, David" <estrop@spr.k12.oh.us>, "Cleary, Susan" <scleary@spr.k12.oh.us>
Subject: request

Mr. Berg,
Per your request of 04/17/13. See the attached documents.

If you should have any questions, please do not hesitate to contact me.

*Lori Baldwin
EMIS Coordinator
Springfield City Schools 044818
ph 937.505.2808 fax 937.328.1095*

CONFIDENTIALITY NOTICE: This message may contain confidential information, including, but not limited to, student personally identifiable information. Such information is intended only for the use of the individual or entity named above. If you receive this e-mail message in error, please immediately notify me by telephone at 937-505-2808. Thank you.

April 22, 2013

Mr. Carl J. Berg
Interim Directory
Global Impact STEM Academy
25 W. Pleasant Street
Springfield, OH 45506

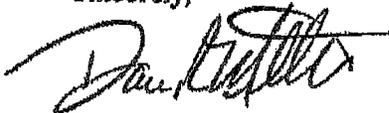
Re: Student Directory Information Request

Dear Mr. Berg:

Pursuant to your request dated April 17, 2013, attached in electronic form is student directory information for all seventh and eighth grade students enrolled in the Springfield City School District. The file includes each student's name, address, and telephone number. Pursuant to Board Policy JO, a copy of which is enclosed, email addresses are not student directory information and therefore are not included in our response.

Please feel free to contact me if you have any questions.

Sincerely,



Dale Miller
Treasurer

DM/lb

Superintendent
David C. Estrop, Ph.D.
937.505.2806

Treasurer
Dale Miller
937.505.2811

Board Members
Anita Biles
Jarnie Callan
Ed Leventhal
Danna Fickelstimer
Wanda Triss



**GLOBAL IMPACT
STEM ACADEMY**

JAN 23 2014
Global Impact STEM Academy

P.O. Box 1344
Springfield, OH 45501-1344
Phone: (937) 320-6600
E-Mail: jjennings@globalimpactacademy.org
Web: www.globalimpactacademy.org

January 21, 2014

Springfield City Schools
Attn: Dr. David Estrop
5610 Troy Road
Springfield, OH 45502

Dr. Estrop:

Global Impact STEM Academy is a STEM school that will be serving grades 9 and 10 this coming school year. As such, I am formally requesting the following directory information from your district - Name, Address, & Email address, if the latter is also on record with your school / school system - for the following students enrolled in our school / school district as the date of this letter of request: All seventh, eighth, and ninth grades students.

If there is an official, usual and customary charge for this information, including printed and/or electronic reproduction, please inform me by calling my cell phone (937) 605-4517, leaving a message if necessary, and Global Impact will make arrangements to pay those reproduction charges upon receipt of the information.

I am further requesting that, if the information is, by practice, currently stored in electronic format, it be provided to me in that format rather than in a printed format. If you will be sending the electronic information directly to me, please do so at the following email address: jjennings@globalimpactacademy.org

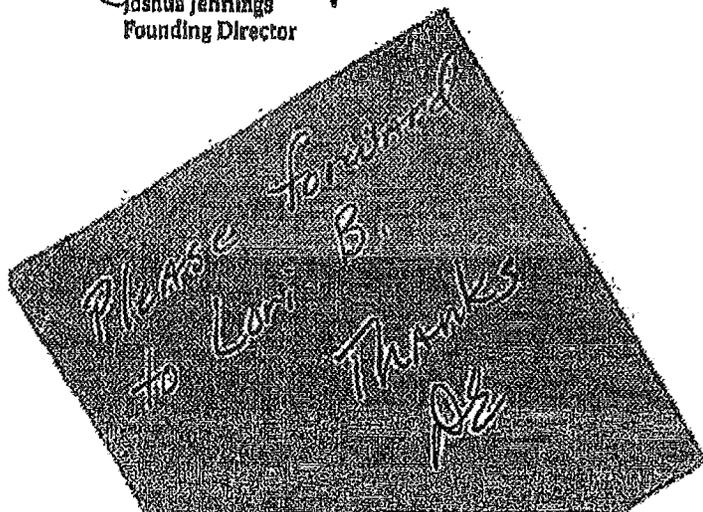
If the electronic directory information is too large or for some other reason needs to be loaded onto a thumb drive or disk in order for Global Impact to receive the Directory information in that format, Global Impact will reimburse the school / school district for those reasonable and normal charges as well.

Thank you in advance for your cooperation and assistance.

Respectfully,

Joshua Jennings
Joshua Jennings
Founding Director

*Approved
David Estrop*



1779

JB
1-27-14

000198

#26

From: Baldwin@spr.k12.oh.us
To: 'Joshua Jennings' <jjennings@globalimpactacademy.org>
Date: Mon 27 Jan 2014 09:42:46 AM -0500
Cc: "Cleary
Subject: request

📎 image003.png ((5 kb)) GISA789012714.xlsx ((151 kb))

Josh,

Please find the requested student information per your letter dated 01/21/14.

If you should have any questions, please do not hesitate to call.



Lori Baldwin, EMIS Coordinator

Springfield City Schools 044818

ph 937.505.2808 NEW fax 937.505.2976

CONFIDENTIALITY NOTICE: This message may contain confidential information,

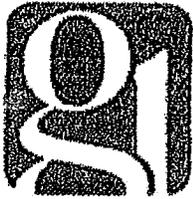
including, but not limited to, student personally identifiable information.

Such information is intended only for the use of the individual or entity

named above. If you receive this e-mail message in error, please

immediately notify me by telephone at 937.505.2808. Thank you.

SEP 29 2014



GLOBAL IMPACT
STEM ACADEMY

Global Impact STEM Academy

P.O. Box 1344
Springfield, OH 45501-1344
Phone: (937) 328-6600
Email: jjennings@globalimpactacademy.org
Web: www.globalimpactacademy.org

September 25th, 2014

Springfield City Schools
Dr. David Estrop, Superintendent
1500 W Jefferson St
Springfield OH 45506

83 ✓

Dr. David Estrop:

Global Impact STEM Academy is an ODE designated STEM school that will be serving grades 9, 10, and 11 next school year. As such, I am formally requesting the following directory information from your district - Name, Address, & Email address, if the latter is also on record with your school / school system - for the following students enrolled in our school / school district as the date of this letter of request: All seventh, eighth, and ninth grades students.

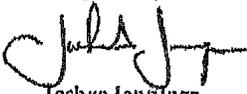
If there is an official, usual and customary charge for this information, including printed and/or electronic reproduction, please inform me by calling my cell phone (937) 605-4517, leaving a message if necessary, and Global Impact will make arrangements to pay those reproduction charges upon receipt of the information.

I am further requesting that, if the information is, by practice, currently stored in electronic format, it be provided to me in that format rather than in a printed format. If you will be sending the electronic information directly to me, please do so at the following email address: jjennings@globalimpactacademy.org

If the electronic directory information is too large or for some other reason needs to be loaded onto a thumb drive or disk in order for Global Impact to receive the Directory Information in that format, Global Impact will reimburse the school / school district for those reasonable and normal charges as well.

Thank you in advance for your cooperation and assistance.

Respectfully,


Joshua Jennings
Founding Director

*Approved for all students
for whom we have parental consent.*

*David Estrop
Superintendent
9/29/14*

000211

EXHIBIT O

Baldwin, Lori

From: Estrop, David
Sent: Monday, April 21, 2014 5:17 PM
To: Casto, Sherry; Baldwin, Lori
Subject: RE: Lunch ID numbers

Approved
Dr. David Estrop

From: Casto, Sherry
Sent: Monday, April 21, 2014 4:13 PM
To: Estrop, David
Subject: FW: Lunch ID numbers

Dr. Estrop:
Lori would like your approval for the request below.
Thanks.

From: Baldwin, Lori
Sent: Monday, April 21, 2014 9:41 AM
To: 'Michael-John Smith'
Cc: Estrop, David; Welss, Sandy; Casto, Sherry
Subject: RE: Lunch ID numbers

Thanks.

I figured you had already spoke with his office but let me get his okay and I'll send to you this afternoon if all is good.

Lori

From: Michael-John Smith [<mailto:MSmith@ccchd.com>]
Sent: Monday, April 21, 2014 9:29 AM
To: Baldwin, Lori
Subject: RE: Lunch ID numbers

Lori,

First, please forgive me for spelling your name wrong in the last email.

Yes, it is for the BMI. I essentially need their name, ID number and date of birth (if you have it, I can't remember if it was on the list from last year).

It's no problem contacting Dr. Estrop, he told me to contact you to get the information.

Again, thank you very much for your help.

Michael

Michael-John L. Smith, RN

Public Health Nurse II & Diabetic Coordinator
Nursing Division



529 E. Home Rd.
Springfield, OH 45503
Office: (937) 390-5600 Ext. 255
Fax: (937) 390-5626
Email: Msmith@ccchd.com
Website: www.ccchd.com

"Love people and use things, the opposite never works"- Joshua Fields Millburn & Ryan Nicodemus

From: Baldwin, Lori [<mailto:Baldwin@spr.k12.oh.us>]
Sent: Monday, April 21, 2014 9:23 AM
To: Michael-John Smith
Subject: RE: Lunch ID numbers

Michael,

Would you please send me a specific list of the student data that you are asking for this year and the reason. Is this the BMI?

Our directory information policy has changed but I believe our joint ventures with Clark County Health will still need the superintendent's approval before I send you any information. Once I receive the specifics from you, I will send on the Dr. Estrop for his approval.

Thanks
Lori

From: Michael-John Smith [<mailto:MSmith@ccchd.com>]
Sent: Monday, April 21, 2014 9:10 AM
To: Baldwin, Lori
Subject: Lunch ID numbers

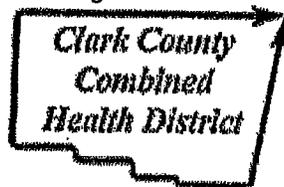
Hi Lorrie,

Would it be possible to get the entire list of elementary schools and the children's id numbers like we did for last year's BMI testing? If you have any questions please feel free to contact me via email at msmith@ccchd.com or by phone at 937-390-5600 Ext 355. Thank you very much for your help.

Michael Smith, RN

Michael-John L. Smith, RN
Public Health Nurse II & Diabetic Coordinator

Nursing Division



529 E. Home Rd.

Springfield, OH 45503

Office: (937) 390-5600 Ext. 255

Fax: (937) 390-5626

Email: Msmith@ccchd.com

Website: www.ccchd.com

"Love people and use things, the opposite never works"- Joshua Fields Millburn & Ryan Nicodemus

EXHIBIT P

Scott A. Sollmann

From: Lyle, David <LYLEDC@spr.k12.oh.us>
Sent: Wednesday, December 10, 2014 10:53 AM
To: Scott A. Sollmann
Subject: FW: Perrin Promise Needs

Email information request from "Perrin Woods Promise Team"

David Lyle
SCSD Coordinator of Safety and Security
Attendance & Worker's Compensation
Office (937)505-2826
Fax (937)505-2977

From: Estrop, David
Sent: Monday, July 07, 2014 4:26 PM
To: Lyle, David; Dorsey, Nena
Cc: David A. Weaver (dweaver@martinbrowne.com); Osborn, Katy; Anita Biles; Biles, Anita; Callan, Jamie; Donna Picklesimer External; Ed Leventhal (eleventhal@aepowdercoating.com); Truss, Wanda; Wanda Truss; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehne, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Perrin Promise Needs

While I am willing and able to release the information requested below for the 2013-14 school year because I have parental consent to do so, I cannot release the information for the 2014-15 school year because parents have not provided consent for me to do so at this time. If you have any questions relative to this matter, please call me at 505-2806.

Dr. David Estrop
Superintendent

From: Lyle, David
Sent: Monday, July 07, 2014 3:00 PM
To: Estrop, David
Subject: FW: Perrin Promise Needs

This is the request from Perrin Woods Promise...

David Lyle
SCSD Coordinator of Safety and Security
Attendance & Worker's Compensation
Office (937)505-2826
Fax (937)505-2977

From: Dorsey, Nena
Sent: Tuesday, July 01, 2014 3:02 PM
To: Lyle, David
Subject: Perrin Promise Needs

Hi Dave, Mrs. Jan Taylor-Williams is the community development coordinator for Perrin Woods Promise Team. To support her efforts in recruiting families of 3 and 4 year olds for the SPARK Program, she will need student data that includes student names, addresses, parent name/s, and contact numbers for students enrolled for the 2014-15 school year at Perrin Woods in grades K-3. Jan will also need any information you have on students enrolled at the Clark Center that have Perrin Woods attendance area addresses. I appreciate all efforts to assist Mrs. Williams. Please call her at 631-6229 when she can pick up the data.

*Dr. Nena A. Dorsey Principal
Perrin Woods Elementary School
431 West John Street
Springfield, Ohio 45506*

*phone: (937) 505-4310
fax: (937) 322-7576
email: dorsey@spr.k12.oh.us*

"The essence of teaching is to make learning contagious, to have one idea spark another." Marva Collins

EXHIBIT Q

Baldwin, Lori

From: Bonita Heeg <bonita@rotary98.org>
Sent: Tuesday, September 16, 2014 9:42 AM
To: Estrop, David
Cc: Baldwin, Lori; 'David A. Weaver'; 'Osborn, Katy'; Casto, Sherry; Weiss, Sandy; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Respectfully Request Permission for Student Information

Dear Dr. Estrop,

Thank you for your permission. Be assured, the student information will be utilized to guarantee the students are safe, secure and have their individual needs met so they can have a truly positive experience. It is a privilege for Springfield Rotary to serve these wonderful children at the holiday time, and we eagerly look forward to this historic, signature event.

Enjoy your day!

Bonita K. Heeg

Bonita K. Heeg, Executive Director
SERVICES TO PEOPLE WITH DISABILITIES Program
Rotary Club of Springfield, Ohio Foundation
P.O. Box 608
Springfield, OH 45501-0608
937.390.8760 | Phone
937.390.8771 | Fax
bonita@rotary98.org



From: Estrop, David [mailto:estrop@spr.k12.oh.us]
Sent: Tuesday, September 16, 2014 9:27 AM
To: 'Bonita Heeg'
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Osborn, Katy; Casto, Sherry; Weiss, Sandy; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Respectfully Request Permission for Student Information

I hereby approve your request below to include only those parents/guardians who have provided written consent for the sharing of student information by the Superintendent. Please note that this will not include any parent/guardian who has failed to return the consent form or who has refused to provide consent for the sharing of student information. The information approved for your use is limited to only that information required to make sure students are safe, secure and have their individual needs met at the event. We sincerely appreciate the Rotary Club of Springfield again sponsoring this event for the disable children of Clark County.

Dr. David Estrop
Superintendent

Springfield City School District

From: Bonita Heeg [<mailto:bonita@rotary98.org>]
Sent: Tuesday, September 16, 2014 9:18 AM
To: Estrop, David
Subject: Respectfully Request Permission for Student Information

Dear Dr. Estrop,

We respectfully request permission to secure student information needed to prepare for our upcoming 92nd Annual, Children with Disabilities Christmas Party.

With much gratitude,

Bonita K. Heeg

Bonita K. Heeg, Executive Director
SERVICES TO PEOPLE WITH DISABILITIES Program
Rotary Club of Springfield, Ohio Foundation
P.O. Box 608
Springfield, OH 45501-0608
937.390.8760 | Phone
937.390.8771 | Fax
bonita@rotary98.org



Date: Mon 08 Sep 2014 11:29:13 AM -0400
From: "Estrop, David" <estrop@spr.k12.oh.us>
To: "Hall, Karen" <hallkm@spr.k12.oh.us>, Bonita Heeg <bonita@rotary98.org>
Cc: "Davis, Calista" <davisca2@spr.k12.oh.us>, "Bowser, Christina" <BOWSERCA@spr.k12.oh.us>
Subject: RE: Springfield Rotary Grants to Teachers & 92nd Children with Disabilities Christmas Party
Size: 14154.0 Kb
Id: 2281096799
Received: from SCS-EXCH-HUB.scs-district.local ([:1]) by SCS-EXCH-HUB.scs-district.local ([:1]) with map1 Id 14.02.0328.009; Mon, 8 Sep 2014 11:29:13 -0400
Thread-Topic: Springfield Rotary Grants to Teachers & 92nd Children with Disabilities Christmas Party
Thread-Index: Ac/K25N8Ux4oxAg6SGGufM8DrJkRjQAjO4hQAAJFVID/78c6Av//69sA
Message-ID: <095BCFFE2FEA3C4794D5D1EE8CFA4286476AB3F9@SCS-EXCH-HUB.scs-district.local>
References: <000001cfcadd\$7a02a2d0\$6e07e870\$@rotary98.org>
<D97EE5DD07E81D4388ADD5A7689C3087460EBE21@SCS-EXCH-HUB.scs-district.local>, <000201cfc6a\$10b0d530\$32127f90\$@rotary98.org> <D5AAD0E3-40BA-4109-855E-448815A866E6@spr.k12.oh.us>
<D5AAD0E3-40BA-4109-855E-448815A866E6@spr.k12.oh.us>
In-Reply-To: <D5AAD0E3-40BA-4109-855E-448815A866E6@spr.k12.oh.us>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 04
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.5.40.34
x-ms-exchange-organization-originalserveripaddress: fe80::4c06:4146:6251:29d8%10
Content-Type: text/html; charset="us-ascii"
MIME-Version: 1.0

All

Please be reminded that currently we cannot provide individual student information to anyone outside of the School District. At this time, teacher information can be provided, but until we have written parent consent forms back, we cannot provide individual student information. If you have any questions, please contact me. This is particularly important given the case filed against us in the Ohio Supreme Court.

Thanks!

Dave

From: Hall, Karen
Sent: Monday, September 08, 2014 10:14 AM
To: Bonita Heeg
Cc: Davis, Calista; Bowser, Christina; Estrop, David
Subject: Re: Springfield Rotary Grants to Teachers & 92nd Children with Disabilities Christmas Party

Tina,

Please note the quick time-line.

Thanks,

Karen

Sent from my iPad

On Sep 8, 2014, at 9:36 AM, "Bonita Heeg" <bonita@rotary98.org> wrote:

We are most appreciative, Karen, as we will be sending out the information about Grants to Teachers this week.

Enjoy your day!

Bonita

Bonita K. Heeg, Executive Director
SERVICES TO PEOPLE WITH DISABILITIES Program
Rotary Club of Springfield, Ohio Foundation
P.O. Box 608
Springfield, OH 45501-0608
937.390.8760 | Phone
937.390.8771 | Fax
bonita@rotary98.org

<Image001.png>

From: Hall, Karen [<mailto:hallkm@spr.k12.oh.us>]
Sent: Monday, September 08, 2014 9:29 AM
To: Bonita Heeg; Davis, Callista; Bowser, Christina
Cc: Estrop, David; Bowser, Christina
Subject: RE: Springfield Rotary Grants to Teachers & 92nd Children with Disabilities Christmas Party

Good Morning Bonita,

We will check this list and get back to you ASAP. Thank you for providing this opportunity to our students!

Karen

From: Bonita Heeg [<mailto:bonita@rotary98.org>]
Sent: Sunday, September 07, 2014 4:51 PM
To: Hall, Karen; Davis, Callista
Cc: Estrop, David
Subject: Springfield Rotary Grants to Teachers & 92nd Children with Disabilities Christmas Party
Importance: High

Hi, Karen and Callista!

Hope you had a great weekend!

It's that time again for the Grants to Teachers project and the preparation for the 92nd Children with Disabilities Christmas Party. Would you be so kind to verify the names of teachers for me? I need to get the information to faculty about the Grants to Teachers project soon.

Our focus for Grants to Teachers is faculty of orthopedically impaired, visually impaired, hearing impaired and/or multi-disability classrooms in elementary, middle and high school. Our focus for the Christmas Party is only elementary classroom types listed above.

Here is the faculty I show from the last school year:

Elementary:

Fulton

Kathryn Cammarn

Karen Sleppy

Debbie Stoll

Perrin Woods

Laurie Dewey

Kathy Nance

Robinn Ridder

Janet Taylor

Simon Kenton

Chandra Hackworth

Jared Taylor

Synder Park

Jerl Lynne Schmeck

Warder Wayne

Sara Moore

Middle School:

Schaefer Middle

Valerie Cooper

Lauren Fruhwirth

Roosevelt

Karen Rader

Bridget Taylor

High School:

Stephanie Bullard

Elizabeth Diemunsch

Kathy Feltz

Brian Shipman

We know you are very busy, and we very much appreciate the time and attention given to our request.

Thanks so much!

Bonita

Bonita K. Heeg, Executive Director

SERVICES TO PEOPLE WITH DISABILITIES Program

Rotary Club of Springfield, Ohio Foundation

P.O. Box 608

Springfield, OH 45501-0608

937.390.8760 | Phone

937.390.8771 | Fax

bonita@rotary98.org

<image004.png>

EXHIBIT R

#30

From: ScottD@spr.k12.oh.us
To: "john.schaeffer@marines.usmc.mil" <john.schaeffer@marines.usmc.mil>
Date: Thu 10 Oct 2013 02:10:20 PM -0400
Cc:
Subject: junior senior list

Springfield High Jr Sr 10-10-2013.xls ((222 kb))

Junior Senior List protected as EMIS DATA per Official Govt Request

Please let me know if anything else is needed,

thanks,

debbie scott

Deborah Scott

EMIS-technician

Springfield High School

937-505-4320 ext 6115

FAX-937-342-4110

Confidentiality Notice: EMIS information protected as such including any attachments.

This message may contain student personally identifiable information that is confidential. Such information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, printing, distribution or the taking of any action in reliance on the contents of the information contained herein is strictly prohibited. If you receive this email message in error, please immediately notify me by e-mail and delete the message from your computer. Thank you.

EXHIBIT S

Date: Tue 02 Sep 2014 12:11:53 PM -0400
From: "Estrop, David" <estrop@spr.k12.oh.us>
To: "Scott, Deborah" <ScottD@spr.k12.oh.us>
Cc: "Bury, Susan" <BURY@spr.k12.oh.us>, "Warren, Sandra" <Warren@spr.k12.oh.us>, "Baldwin, Lori" <Baldwin@spr.k12.oh.us>, "David A. Weaver" (dweaver@martinbrowne.com)" <dweaver@martinbrowne.com>, "Osborn, Katy" <kosborn@martinbrowne.com>, "Casto, Sherry" <casto@spr.k12.oh.us>, "Weiss, Sandy" <Weiss@spr.k12.oh.us>, "Estrop, David" <estrop@spr.k12.oh.us>, "Fish, Kim" <fishkn@spr.k12.oh.us>, "Hall, Karen" <hallkm@spr.k12.oh.us>, "Jones, Marvin" <jonesmb@spr.k12.oh.us>, "Kuehnle, Jonathan" <kuehnlefg@spr.k12.oh.us>, "Miller, Dale" <milldr@spr.k12.oh.us>, "Parr, Stacy" <parr@spr.k12.oh.us>, "Starrett, Dona" <starrettda@spr.k12.oh.us>, "Tipler, Stacey" <tiplersk@spr.k12.oh.us>, "Townsend, Andrea" <townsenda@spr.k12.oh.us>
Subject: FW: Navy request for student directory information 11th & 12th grades 2014-15
Size: 97734.0 Kb
Id: 4563090642
Received: from SCS-EXCH-HUB.scs-district.local ([:1]) by SCS-EXCH-HUB.scs-district.local ([:1]) with mapi id 14.02.0328.009; Tue, 2 Sep 2014 12:11:54 -0400
Thread-Topic: Navy request for student directory information 11th & 12th grades 2014-15
Thread-Index: Ac/GxnWw6YXkdpKTECV2Y9xWPrT8wAAgc4g
Message-ID: <095BCFFE2FEA3C4794D5D1EE8CFA4286476A63E0@SCS-EXCH-HUB.scs-district.local>
References: <BFBE314B2CE0A64BAF27DF1DA54DB77304B4D946@SCS-EXCH-HUB.scs-district.local>
In-Reply-To: <BFBE314B2CE0A64BAF27DF1DA54DB77304B4D946@SCS-EXCH-HUB.scs-district.local>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 04
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Has-Attach: yes
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.5.40.34
x-ms-exchange-organization-originalserveripaddresses: fe80::4c06:4146:6251:29d8%10
Content-Type: multipart/mixed;
boundary=" _002_095BCFFE2FEA3C4794D5D1EE8CFA4286476A63E0SCSEXCHHUBscsdL"
MIME-Version: 1.0
Attachment: Navy request 2014-15 class lists 11&12.pdf

As soon as we have all consent forms back from parents and we know who has given me permission to provide confidential student information to requests from outside of the District and who has not, I can begin to approve the several requests made by several groups. Because of the case currently pending before the Ohio Supreme Court and based upon our policy, I cannot fill any request from outside of the District for student information until I have received written permission from each student's parent/guardian. If the Navy recruiter has any questions, please refer him to our attorneys, either David Weaver or Katy Osborn at 937-324-5541.

Thanks!

Dr. David Estrop

Superintendent

From: Scott, Deborah
Sent: Tuesday, September 02, 2014 11:57 AM
To: Estrop, David
Cc: Kuehnle, Jonathan; Welss, Sandy; Casto, Sherry; Bury, Susan; Warren, Sandra
Subject: Navy request for student directory information 11th & 12th grades 2014-15

Dear Dr. Estrop,

I have attached a request from the Navy for the directory information of students enrolled in 11th and 12th grade at

Springfield High School dated August 15, 2014. The request was presented in person by the Navy recruiter today, September 2, 2014.

The Navy recruiter Bryan Federer, has requested that the file be sent by email to:
bryan.federer@navy.mil

Please let me know if I may respond to the request for directory information.

Thank you for your consideration of this matter.

Sincerely,

Debbie Scott

Deborah Scott

EMIS-technician

Springfield High School

937-505-4320 ext 0115

FAX-937-342-4110

Confidentiality Notice: **EMIS information protected as such including any attachments.**

This message may contain student personally identifiable information that is confidential. Such information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, printing, distribution or the taking of any action in reliance on the contents of the information contained herein is strictly prohibited. If you receive this email message in error, please immediately notify me by e-mail and delete the message from your computer. Thank you.

Attachment: Navy request 2014-15 class lists 11&12.pdf



DEPARTMENT OF THE NAVY
NAVY RECRUITING DISTRICT OHIO
3990 E. BROAD STREET BLDG 10, SECTION 13
COLUMBUS, OH 43213-1152

REPLY TO
ATTENTION OF:

RCMW-CL-ESS

15 August 2014

Dear Office of the Principal,

Please consider this letter, on behalf of the Interservice Recruiting Council (IRC) to be an official request for directory information on students enrolled in your school district. Specifically, we are requesting the full name, address and phone number for all currently enrolled 12th grade (class of 2015) and 11th grade (class of 2016) students. If the information could be listed under each high school it would be helpful. If possible, please provide this information in comma delimited text file, Microsoft EXCEL[®]. You may email the list to the Navy recruiter who is assigned to your school.

Should you have questions regarding this request we have attached a copy of Public Law 107-107, Sections 544 and 9528, (relevant portions of the legislation commonly called "No Child Left Behind."

We understand that this information is to be used solely by the military recruiting services for providing students information concerning training, employment, and scholarship opportunities available through the military. I understand this information is confidential and cannot be released to anyone outside my organization.

Please feel free to call me. My office number is: (614) 693-3025. Thank you for your time and assistance in this matter.

Sincerely,

Lavonia Smith, PhD
Education Services Specialist
Navy Recruiting District Ohio

Enclosure
Excerpt from HR 1 - Education Reform Bill

FACT SHEET EDUCATION REFORM BILL

HR 1 - Education Reform Bill

On 8 Jan 2002, the President signed the Education Reform Bill. The bill contains the section below that requires secondary schools to provide directory information to military recruiters. This section is similar to the Section 544 of the FY02 NDAA. This section also requires the Secretary of Education to notify principals, school administrators, and other educators about the requirements of this section.

All schools that receive funding under this new Act must provide the equal access to recruiters. There is, however, no penalty (withholding of funds) if the school does not comply.

H.R.1

To close the achievement gap with accountability, flexibility, and choice, so that no child is left behind.

SEC. 9528. ARMED FORCES RECRUITER ACCESS TO STUDENTS AND STUDENT RECRUITING INFORMATION.

(a) POLICY-

(1) ACCESS TO STUDENT RECRUITING INFORMATION- Notwithstanding section 444(a)(5)(B) of the General Education Provisions Act and except as provided in paragraph (2), each local educational agency receiving assistance under this Act shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school students names, addresses, and telephone listings.

(2) CONSENT- A secondary school student or the parent of the student may request that the student's name, address, and telephone listing described in paragraph (1) not be released without prior written parental consent, and the local educational agency or private school shall notify parents of the option to make a request and shall comply with any request.

(3) SAME ACCESS TO STUDENTS- Each local educational agency receiving assistance under this Act shall provide military recruiters the same access to secondary school students as is provided generally to post secondary educational institutions or to prospective employers of those students.

Date: Tue 02 Sep 2014 03:10:47 PM -0400
From: "Estrop, David" <estrop@spr.k12.oh.us>
To: "Scott, Deborah" <ScottD@spr.k12.oh.us>
Cc: "Baldwin, Lori" <Baldwin@spr.k12.oh.us>, "Bury, Susan" <BURY@spr.k12.oh.us>, "Warren, Sandra" <Warren@spr.k12.oh.us>, "Casto, Sherry" <casto@spr.k12.oh.us>, "Weiss, Sandy" <Weiss@spr.k12.oh.us>, "Lyle, David" <LYLED@spr.k12.oh.us>, "David A. Weaver (dweaver@martinbrowne.com)" <dweaver@martinbrowne.com>, "Osborn, Katy" <kosborn@martinbrowne.com>, "Estrop, David" <estrop@spr.k12.oh.us>, "Fish, Kim" <fishkn@spr.k12.oh.us>, "Hall, Karen" <hallkm@spr.k12.oh.us>, "Jones, Marvin" <jonesmb@spr.k12.oh.us>, "Kuehnle, Jonathan" <kuehnlejj@spr.k12.oh.us>, "Miller, Dale" <millerdr@spr.k12.oh.us>, "Parr, Stacy" <parr@spr.k12.oh.us>, "Starrett, Dona" <starrettda@spr.k12.oh.us>, "Tipler, Stacey" <tiplersk@spr.k12.oh.us>, "Townsend, Andrea" <townsenda@spr.k12.oh.us>
Subject: FW: Navy request for student directory information 11th & 12th grades 2014-15
Size: 50556.0 Kb
Id: 2266720870
Received: from SCS-EXCH-HUB.scs-district.local (:::1) by SCS-EXCH-HUB.scs-district.local (:::1) with mapi id 14.02.0328.009; Tue, 2 Sep 2014 15:10:47 -0400
Thread-Topic: Navy request for student directory information 11th & 12th grades 2014-15
Thread-Index: Ac/GxnWw6YXxklpKTEcv2Y9xWPrt8wAAgc4gAANmWmAAAsZfoA==
Message-ID: <095BCFFE2FEA3C4794D5D1EE8CFA4286476A6877@SCS-EXCH-HUB.scs-district.local>
References: <BFBE314B2CE0A64BAF27DF1DA54DB77304B4D946@SCS-EXCH-HUB.scs-district.local>
<095BCFFE2FEA3C4794D5D1EE8CFA4286476A63E0@SCS-EXCH-HUB.scs-district.local>
<4310627667C82744AE6D25A75897CFCA48977F55F4@SBSERVER.mbhh.local>
In-Reply-To: <4310627667C82744AE6D25A75897CFCA48977F55F4@SBSERVER.mbhh.local>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 04
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Has-Attach: yes
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.5.40.34

X-ms-exchange-organization-originalserveripaddress: fe80::4c06:4146:6251:29d8%10
Content-Type: multipart/mixed;
boundary="_004_095BCFFE2FEA3C4794D5D1EE8CFA4286476A6877SCSEX
CHHUBscsdi_"
MIME-Version: 1.0
Attachment: image001.jpg
Attachment: Katy Osborn Attorney at Law.vcf

Ms. Osborn

[REDACTED]

Ms. Scott

Please provide the Navy Recruiter with the requested information and a copy of this e-mail

Thanks much!

Dr. David Estrop

Superintendent

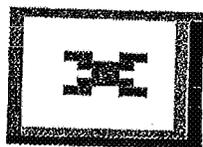
From: Osborn, Katy [mailto:kosborn@martinbrowne.com]
Sent: Tuesday, September 02, 2014 2:03 PM
To: Estrop, David
Cc: Weaver, David; Casto, Sherry
Subject: RE: Navy request for student directory information 11th & 12th grades 2014-15

Dave,

[REDACTED]

[REDACTED]

Thank you,
Katy
Katy Osborn, Esquire



CIRCULAR 230 DISCLOSURE: Any U.S. federal tax advice included in this communication (including any attachments) was not intended or written to be used, and cannot be used, for the purpose of (i) avoiding U.S. federal tax-related penalties or (ii) promoting, marketing or recommending to another party any tax-related matter addressed herein.

CONFIDENTIALITY NOTICE: This email and any attachments may contain PRIVILEGED and CONFIDENTIAL materials that are intended for the exclusive use of the intended recipient. If you are not the intended recipient, please do not read, distribute or take action in reliance upon this message. If you have received this message in error, please notify us immediately by return email and promptly delete this message and any attachments from your computer system. We do not waive attorney-client privilege by the transmission of this message.

From: Estrop, David [mailto:estrop@spr.k12.oh.us]
Sent: Tuesday, September 02, 2014 12:12 PM
To: Scott, Deborah
Cc: Bury, Susan; Warren, Sandra; Baldwin, Lori; Weaver, David; Osborn, Katy; Casto, Sherry; Weiss, Sandy; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: FW: Navy request for student directory information 11th & 12th grades 2014-15

As soon as we have all consent forms back from parents and we know who has given me permission to provide confidential student information to requests from outside of the District and who has not, I can begin to approve the several requests made by several groups. Because of the case currently pending before the Ohio Supreme Court and based upon our policy, I cannot fill any request from outside of the District for student information until I have received written permission from each student's parent/guardian. If the Navy recruiter has any questions, please refer him to our attorneys, either David Weaver or Katy Osborn at 937-324-5541.

Thanks!

Dr. David Estrop
Superintendent

From: Scott, Deborah
Sent: Tuesday, September 02, 2014 11:57 AM
To: Estrop, David
Cc: Kuehnle, Jonathan; Weiss, Sandy; Casto, Sherry; Bury, Susan; Warren, Sandra
Subject: Navy request for student directory information 11th & 12th grades 2014-15

Dear Dr. Estrop,

I have attached a request from the Navy for the directory information of students enrolled in 11th and 12th grade at

Springfield High School dated August 15, 2014. The request was presented in person by the Navy recruiter today, September 2, 2014.

The Navy recruiter Bryan Federer, has requested that the file be sent by email to: bryan.federer@navy.mil

Please let me know if I may respond to the request for directory information.

Thank you for your consideration of this matter.

Sincerely,

Debbie Scott

Deborah Scott

EMIS-technician

Springfield High School

937-505-4320 ext 6115

FAX-937-342-4110

ConfidentialityNotice: EMIS information protected as such including any attachments...

This message may contain student personally identifiable information that is confidential. Such information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, printing, distribution or the taking of any action in reliance on the contents of the information contained herein is strictly prohibited. If you receive this email message in error, please immediately notify me by e-mail and delete the message from your computer. Thank you.

Attachment: image001.jpg

EXHIBIT T

COURT OF COMMON PLEAS, Clark County, Ohio

STATE OF OHIO

 Plaintiff,
 vs.
GRAND JURY INVESTIGATION
 Defendant,

Case No. _____
 SUBPOENA
 Civil/Criminal
 Duces Tecum
 Grand Jury
 SERVICE
 Personal
 Residential
 Certified Mail

STATE OF OHIO

CLARK COUNTY, SS:

To the Sheriff of W. Kibler County, Ohio, Greetings:

You are hereby commanded to subpoena the person named below.

TO: CUSTODIAN OF RECORDS SPRINGFIELD CITY SCHOOLS
 NAME

ADDRESS

You are hereby commanded to appear before the Honorable Judge _____ of the
 Common Pleas Court at the Court House in said CLARK County, at SPRINGFIELD
 Ohio, on the 21ST day of AUGUST A.D., 2014 at _____ o'clock _____ M. to testify as
 a witness in a certain case pending in said court on behalf of the PLAINTIFF

Plaintiff/Defendant

YOU ARE FURTHER ORDERED TO BRING WITH YOU:

Please provide Officer W. Kibler of the Springfield Police Division with videodisks of footage recorded outside Hayward Middle School at 1700 Clifton Avenue Springfield, Ohio. The dates and times needed are between August 12, 2014 at 1200 hours and August 12, 2014 at 1400 hours.

You may comply with this subpoena by forwarding the requested information to Officer W. Kibler at the Springfield Police Division (130 N. Fountain Avenue Springfield, Ohio 45502).

Please call (937) 324-7717 if you have any questions regarding this subpoena.

and not depart the Court without leave. And therein to fail not, under penalty of the law, and to have then and there this writ. Present this subpoena to the Clerk of Court upon your arrival and before you leave. You may be held in contempt of Court for failure to appear.

SHERIFF USE ONLY
 FEES

Service \$ _____ Type of Service:
 Mileage \$ _____ FAX
 TOTAL \$ _____ Date of Service

Sheriff of CLARK County, Ohio
GENE KELLY Sheriff
OFFICER W. KIBLER Deputy

D. Andrew Wilson
 Attorney for Plaintiff/Defendant

WITNESS my hand and seal of said Court this
21 day of August, 2014
RON VINCENT
 Clerk

COURT OF COMMON PLEAS
 CLARK COUNTY, OHIO
Dennis Ward
 Deputy Clerk
 P.O. Box 1008
 Springfield, Ohio 45504
 000230

SERVED TO DAVE LYLE ON 8/21/14 BY OFF KIBLER

RECEIVED BY SHERIFF'S OFFICE

COURT OF COMMON PLEAS, Clark County, Ohio

Lillianthal Southeastern, Inc., Cambridge, OH

STATE OF OHIO

Plaintiff,

Case No. INVESTIGATION

SUBPOENA

vs.

Civil/Criminal
Dues/Tecum
Grand Jury

GRAND JURY

Defendant,

SERVICE

STATE OF OHIO

Personal
Residential
Certified Mail

CLARK COUNTY, SS:

To the Sheriff of CLARK County, Ohio, Greetings:

You are hereby commanded to subpoena the person named below.

TO: CUSTODIAN OF RECORDS SPRINGFIELD CITY SCHOOLS
NAME ADDRESS

You are hereby commanded to appear before the Honorable Judge _____ of the
Common Pleas Court at the Court House in said CLARK County, at SPRINGFIELD
Ohio, on the 3RD day of JULY A.D. 2014 at _____ o'clock _____ M. to testify as
a witness in a certain case pending in said court on behalf of the PLAINTIFF
Plaintiff/Defendant

YOU ARE FURTHER ORDERED TO BRING WITH YOU:

PLEASE PROVIDE DETECTIVE TRENT KING OF SPRINGFIELD POLICE DIVISION
VIDEO DISKS OF FOOTAGE RECORDED OUTSIDE SPRINGFIELD HIGH SCHOOL ON
JULY 1, 2014. THE FOOTAGE IN QUESTION IS EVIDENCE IN AN ONGOING
INVESTIGATION WITH SPRINGFIELD POLICE NUMBER 14030194.

FILED
2014 JUL -3 AM 10:44
CLARK COUNTY, OHIO

and not depart the Court without leave. And therein to fail not, under penalty of the law, and to have then and there this writ. Present this subpoena to the Clerk of Court upon your arrival and before you leave. You may be held in contempt of Court for failure to appear.

SHERIFF USE ONLY
FEES

Service \$ _____ Type of Service:
Mileage \$ _____
TOTAL \$ _____ Date of Service

Sheriff of CLARK County, Ohio
GENE KELLY Sheriff
Deputy

D. Andrew Wilson
Attorney for Plaintiff/Defendant

WITNESS my hand and seal of said Court this

3RD day of JULY 2014

RON VINCENT

Clerk

COURT OF COMMON PLEAS
CLARK COUNTY, OHIO

Thelma Locke

P.O. Box 1008
Springfield, Ohio 45501

Deputy Clerk

000231

White— To be returned after service completed by Sheriff or Process Server with Proof of service; Yellow— To be served on Witness; Pink—Attorney's Copy; Goldenrod—Clark's Copy.

COURT OF COMMON PLEAS, Clark County, Ohio

Domestic Relations Division

Juvenile Section

In the Matter of _____

2014-1374

Plaintiff,

Case No. _____

SUBPOENA

vs.

Juvenile
Ducas Tecum
Grand Jury

Defendant,

SERVICE

Personal
Residential
Certified Mail

STATE OF OHIO

Clark County, SS: _____

To the Sheriff of _____ County, Ohio, Greetings:

You are hereby commanded to subpoena the person named below.

Records Custodian

Springfield City Schools

To:

Name of Witness

Address of Witness

You are hereby commanded to appear before the Honorable Judge Joseph Monnin or Court Magistrate of the Common Pleas Court at the Juvenile Court in said Clark County, at Springfield, Ohio, on the 12th day of November A.D., 2014 at 9:00 o'clock A.M. to testify as a witness in a certain case pending in said court on behalf of the _____ Plaintiff/Defendant/Juvenile

YOU ARE FURTHER ORDERED TO BRING WITH YOU:
*Bring surveillance video on the following Springfield Police Department case #14-51572, involving _____ and _____. You may comply with this subpoena by sending the information to the Clark County Prosecutor's office at 50 E. Columbia Street, Suite 400, Springfield, Ohio 45502. Present this subpoena to the Clerk of Court upon your arrival and before you leave. You may be held in contempt of Court for failure to appear.

Dress Code: All persons entering the Court shall dress in appropriate clothing. No one will be permitted in the Courtroom dressed in any of the following: Shorts; halter tops; midriffs; hats; bandanas; clothing with obscene or derogatory language; or any other clothing deemed inappropriate by the Court.

Issued this 12th day of November, 20014

Joseph N. Monnin

Judge Joseph N. Monnin
Clark County Juvenile Court
101 East Columbia Street
Springfield, Ohio 45502
937-521-1600

SHERIFF USE ONLY FEES

Service \$ _____ Type of Service _____
Mileage \$ _____
Total \$ _____ Date of Service _____

Erin [Signature]
Deputy Clerk

Sheriff of Clark County, Ohio
Gene A. Kelly Sheriff
[Signature] Deputy

Signature of party/legal counsel requesting the subpoena

IN THE COMMON PLEAS COURT OF CLARK COUNTY
JUVENILE DIVISION

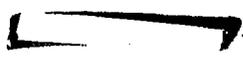
CLARK COUNTY JUNIOR
COMMON PLEAS COURT
DOMESTIC RELATIONS
DIVISION
JUVENILE SECTION

STATE OF OHIO
Plaintiff,

2014 NOV 12 AM 9:46
CASE NO.: 2014-1374

JOSEPH N. MONNIN
JUDGE J. MONNIN JUDGE

vs.



Defendant.

Order

Upon Motion of the Prosecuting Attorney, and the Court being fully apprised in the premises;

IT IS HEREBY ORDERED that Springfield City Schools not disclose to the students who are the subject of the attached subpoena that the information furnished in response to the subpoena will be disclosed by Springfield City Schools to the Clark County Prosecuting Attorney's Office.

Brandon Marlow
JUDGE/MAGISTRATE

APPROVED:

Megan M. Farley
Megan Farley
Assistant Prosecuting Attorney

Scott A. Sollmann

From: Lyle, David <LYLEDC@spr.k12.oh.us>
Sent: Wednesday, December 10, 2014 10:59 AM
To: Scott A. Sollmann
Subject: FW: 86510 / Erie Ins. Co. v. [REDACTED] et al.
Attachments: sub Springfield McWhorter.2.docx; sub Springfield Newby.2.docx; sub Springfield Raglan.2.docx; sub Springfield Walker.2.docx

Importance: High

This is the email that accompanied the 4 requests

David Lyle
SCSD Coordinator of Safety and Security
Attendance & Worker's Compensation
Office (937)505-2826
Fax (937)505-2977

From: Richardson, Patricia
Sent: Wednesday, December 10, 2014 9:58 AM
To: Lyle, David
Subject: FW: 86510 / Erie Ins. Co. v. [REDACTED] et al.
Importance: High

Thanks!
Patty ☺

From: nancy berardinelli [mailto:NBerardinelli@kelsgeorge.com]
Sent: Tuesday, October 21, 2014 9:16 AM
To: Richardson, Patricia
Subject: 86510 / Erie Ins. Co. v. [REDACTED] et al.
Importance: High

Hi Patty,

Pursuant to our conversation, attached are four subpoenas pertaining to [REDACTED]. Please respond at your earliest possible opportunity as time is of the essence. I appreciate all your help. Thank you.

Nancy Berardinelli

Paralegal
Kels | George llp
55 Public Square, Suite 800
Cleveland, OH 44113
216.241.4100 x-308
F 216.771.3111
nberardinelli@kelsgeorge.com

Internet: <http://www.kelsgeorge.com>

The information contained in this e-mail message is intended only for the personal and confidential use of the recipient(s) named above. This message may be an attorney-client communication and as such is privileged and confidential. If the reader of this message is not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you have received this document in error and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us immediately by e-mail, and permanently delete the original message.

WARNING TO CLIENTS:

The attorney-client privilege which protects the confidentiality of this communication may be lost by forwarding it to others. Do not forward this message without first consulting the sender.

IN THE COURT OF COMMON PLEAS
SUBPOENA CIVIL RULE 45

STATE OF OHIO)
CUYAHOGA COUNTY) ss

Erie Insurance Company
Plaintiff

Case No. 14CVE02756

vs.

JUDGE

Defendants, et al.

TO: Patty Richardson
Custodian of Records
Springfield Schools
1500 West Jefferson Street
Springfield, OH 45505
937.505.2828
richardsonpa@spr.k12.oh.us

YOU ARE COMMANDED to produce and permit inspection, copying testing or sampling of the following documents or objects at the place, date, and time specified below (list documents or objects):

Any and all records pertaining to [REDACTED] (DOB: unknown), who may have been enrolled as a student in the Springfield Schools, including but not limited to, names(s), address(es), telephone-number(s) of parents and/or custodial guardians, as well as emergency contacts. Please also include [REDACTED] date of birth and social security number, if available.

PLACE: KEIS | GEORGE llp
55 Public Square Suite 800
Cleveland, Ohio 44113
DATE: October 21, 2014
TIME: 1:00 p.m.

COPIES OF REQUESTED DOCUMENTS CAN BE MAILED OR FAXED IN LIEU OF PERSONAL APPEARANCE

Keis | George llp
ATTORNEY FOR PLAINTIFF
55 Public Square Suite 800
Cleveland, Ohio 44113-1901
Phone: 216-241-4100 / Fax: 216-771-3111

PLEASE EMAIL OR CALL NANCY BERARDINELLI AT THE NUMBER LISTED ABOVE AT X-308 UPON RECEIPT OF THIS SUBPOENA. THANK YOU.

ATTORNEY

/s/ Garrett Humes
Garrett Humes

86510 / nab

000237

IN THE COURT OF COMMON PLEAS
SUBPOENA CIVIL RULE 45

STATE OF OHIO

CUYAHOGA COUNTY

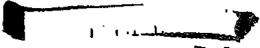
ss

Erie Insurance Company
Plaintiff

Case No. 14CVE02756

vs.

JUDGE



Defendants, et al.

TO: Patty Richardson
Custodian of Records
Springfield Schools
1500 West Jefferson Street
Springfield, OH 45505
937.505.2828
richardsonpa@spr.k12.oh.us

YOU ARE COMMANDED to produce and permit inspection, copying testing or sampling of the following documents or objects at the place, date, and time specified below (list documents or objects):

Any and all records pertaining to [REDACTED] (DOB: unknown), who may have been enrolled as a student in the Springfield Schools, including but not limited to, names(s), address(es), telephone number(s) of parents and/or custodial guardians, as well as emergency contacts. Please also include [REDACTED] date of birth and social security number, if available.

PLACE: KEIS | GEORGE IIp
55 Public Square Suite 800
Cleveland, Ohio 44113
DATE: October 21, 2014
TIME: 1:00 p.m.

COPIES OF REQUESTED DOCUMENTS CAN BE MAILED OR FAXED IN LIEU OF PERSONAL APPEARANCE

Keis | George IIp

ATTORNEY FOR PLAINTIFF
55 Public Square Suite 800
Cleveland, Ohio 44113-1901
Phone: 216-241-4100 / Fax: 216-771-3111

PLEASE EMAIL OR CALL NANCY BERARDINELLI AT THE NUMBER LISTED ABOVE AT X-308 UPON RECEIPT OF THIS SUBPOENA. THANK YOU.

ATTORNEY

/s/ Garrett Humes
Garrett Humes

86510 / nab

CLARK COUNTY MUNICIPAL COURT, SPRINGFIELD, OHIO

STATE OF OHIO
~~CLARK COUNTY MUNICIPAL COURT, SPRINGFIELD, OHIO~~

Case No. 14CRB3903

vs.

STATE OF OHIO

Defendant, *MS.*

SUBPOENA
Criminal
Traffic
Duces Tecum
SERVICE
Personal
Residential
Certified Mail

CLARK COUNTY, SS:
TO ANY OFFICER WITH AUTHORITY, GREETINGS:
You are hereby commanded to subpoena the person named below.

TO: SPRINGFIELD CITY SCHOOLS

NAME
Sandra J. Weiss

TREASURER'S OFFICE
1500 W. JEFFERSON
SPRINGFIELD, OHIO 45506

ADDRESS

You are hereby commanded to appear before the Honorable Judge THOMAS TREMPER of the CLARK COUNTY MUNICIPAL COURT, CLARK COUNTY, 50 E. Columbia Street, Springfield Ohio, on the _____ day of A.S.A.P. a.d., 20____ at _____ o'clock ____m. to testify as a witness in a certain case pending in said court on behalf of the _____

Plaintiff/Defendant

YOU ARE FURTHER ORDERED TO BRING WITH YOU: REQUESTING ALL INFORMATION AND DOCUMENTATION CONCERNING THE MAY 31, 2012 TRESPASS LETTER ISSUED TO _____ AND INCIDENT UNDERLYING THE TRESPASS LETTER INCLUDING, BUT NOT LIMITED TO, EMAILS, WITNESS STATEMENTS, INCIDENT REPORTS, AND CORRESPONDENCE.

PLEASE SEND REQUESTED INFORMATION TO:
CITY PROSECUTOR'S OFFICE : ATTN: MARG ROSS
50 E. COLUMBIA STREET, SPRINGFIELD, OHIO 45502 NO LATER THAN NOVEMBER 10, 2014.

and not depart the Court without leave. And therein to fall not, under penalty of the law, and to have, then and there this writ. Present this subpoena to the Clerk of Court upon your arrival and before you leave. You may be held in contempt of Court for failure to appear.

SHERIFF USE ONLY
FEES

Service \$ _____ Type of Service: _____

Mileage \$ _____

TOTAL \$ _____ Date of Service _____

Sheriff of _____ County, Ohio

_____, Sheriff

_____, Deputy

PLAINTIFF

Attorney for Plaintiff/Defendant

Witness my hand and seal of said Court this

24 day of OCTOBER, 2014.

GUY A. FERGUSON

Clerk

CLARK COUNTY MUNICIPAL COURT
CLARK COUNTY, OHIO

[Signature]
P.O. Box 827
Springfield, Ohio 45501

Deputy Clerk

Date: Wed 18 Sep 2013 08:28:36 AM -0400
From: "Mediation, Court" <jcmediation@spr.k12.oh.us>
To: "Dillard, Cynthia" <dillardcw@spr.k12.oh.us>, "Dillon, Heather" <dillonh@spr.k12.oh.us>
Subject: from Etta--RE: LAG subpoenas--My suggestion RE Bray
Size: 7143.0 Kb
Id: 1574938745
Received: from SCS-EXCH-HUB.scs-district.local ([fe80::ddff:71a3:4e2:fc15]) by SCS-EXCH-HUB.scs-district.local ([fe80::ddff:71a3:4e2:fc15%10]) with map1 id 14.02.0328.009; Wed, 18 Sep 2013 08:28:36 -0400
Thread-Topic: from Etta--RE: LAG subpoenas--My suggestion RE Bray
Thread-Index: AQHOTGpoe4Kr0XtPnkq/IN3r1qfa7g==
Message-ID: <B7F84AF3DD563D49B7855466E1E67C3A041F6E2C@SCS-EXCH-HUB.scs-district.local>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 04
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Has-Attach: yes
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 70.62.33.42
x-ms-exchange-organization-originalserveripaddresses: 10.5.10.60
Content-Type: multipart/related; boundary="_002_B7F84AF3DD563D49B7855466E1E67C3A041F6E2CSCSEXCHHUBscsdL_"; type="text/html"
MIME-Version: 1.0
Attachment: image001.jpg

Mrs. Dillard:

You can email the prosecutor & leave him your name, telephone number & time he can call you to chat..

zbrumfield@clarkcountyohio.gov

His name is Zach Brumfield--he is really busy & I see him at court all the time...I think email is best--make sure you give him the case name & case number when you email him

002316

He IS VERY GOOD ABOUT GETTING BACK WITH FOLKS. Also...make sure you tell him about the circumstances/why you filed...& what you would recommend as a consequence...glve him something to deal with.....

-etta cell; 605-1794

From: Dillard, Cynthia
Sent: Tuesday, September 17, 2013 6:09 PM
To: Medlation, Court
Subject: subpoenas

Hi Etta,

Diana, my secretary, and myself were subpoenaed for [redacted] on behalf of the defendant. We are the ones that filed charges. I don't get this? Can we talk with the prosecutor or judge Monnin prior to the September 27th court date?

Cynthia Dillard

Principal

Lagonda Elementary

800 E. McCreight Ave.

Springfield, Oh. 45503

937-505-4240

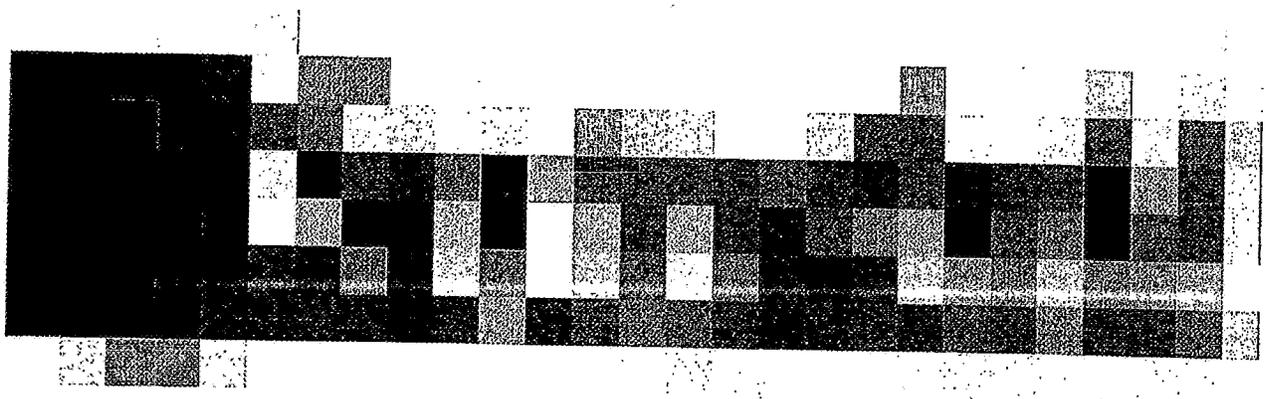
FAX 937-342-8954

[[[

002317

Attachment: .Image001.jpg

002318



Date: Tue 17 Sep 2013 10:05:18 AM -0400
From: "Daniels, Diana" <DANIELSDL@spr.k12.oh.us>
To: "Dillard, Cynthia" <dillardcw@spr.k12.oh.us>
Subject: RE: subpoenas
Size: 6382.0 Kb
Id: 4101495056
Received: from SCS-EXCH-HUB.scs-district.local ([fe80::ddff:71a3:4e2:fc15]) by SCS-EXCH-HUB.scs-district.local ([fe80::ddff:71a3:4e2:fc15%10]) with mapl id 14.02.0328.009; Tue, 17 Sep 2013 10:05:18 -0400
Thread-Topic: subpoenas
Thread-Index: Ac6zqPOfuTwGkOhYRUaA5VZtnwbDOQAbeI2n
Message-ID: <61B12EFD9CD1A40A411902676F3C802015F57F0@SCS-EXCH-HUB.scs-district.local>
References: <2155A85C3155BB4B9092833D057A32760166B977@SCS-EXCH-HUB.scs-district.local>
<2155A85C3155BB4B9092833D057A32760166B977@SCS-EXCH-HUB.scs-district.local>
In-Reply-To: <2155A85C3155BB4B9092833D057A32760166B977@SCS-EXCH-HUB.scs-district.local>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 04
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Has-Attach: yes
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.112.120.25
x-ms-exchange-organization-originalserveripaddresses: 10.5.10.60
Content-Type: multipart/related; boundary="_002_61B12EFD9CD1A40A411902676F3C802015F57F0SCSEXCHHUBscsdl_"; type="text/html"
MIME-Version: 1.0
Attachment: image001.jpg

Go figure.....fires me up.....should I contact HR?

DD

From: Dillard, Cynthia
Sent: Tuesday, September 17, 2013 9:23 AM
To: Townsend, Andrea
Cc: Dillon, Heather; Daniels, Diana

Subject: subpoenas

A parent has subpoenaed my secretary, my sub SSF, and myself on the 27th for a case we filed against mom and child for contributing. Will probably need a sub that day, or you could cover. J

Cynthia Dillard

Principal

Lagonda Elementary

800 E. McCreight Ave.

Springfield, Oh. 45503

937-505-4240

FAX 937-342-8954

☐

002321

Attachment: .Image001.jpg

002322

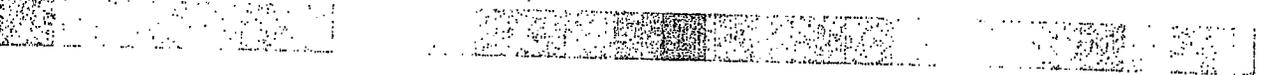
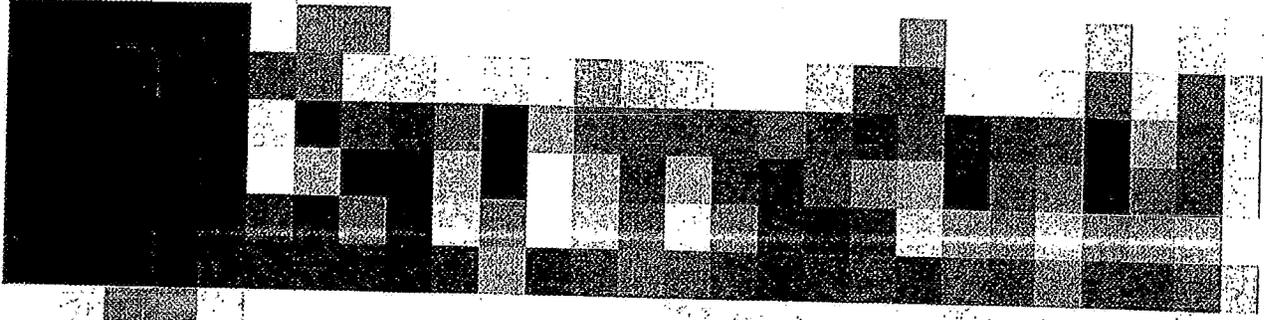


EXHIBIT U

Date: Thu 18 Sep 2014 04:01:10 PM -0400
From: "Bury, Susan" <BURY@spr.k12.oh.us>
To: "Estrop, David" <estrop@spr.k12.oh.us>, "Casto, Sherry" <casto@spr.k12.oh.us>
Subject: Request for student roster
Size: 7070.0 Kb
Id: 4609137325
Received: from SCS-EXCH-HUB.scs-district.local ([:1]) by SCS-EXCH-HUB.scs-district.local ([:1]) with mapl id 14.02.0328.009; Thu, 18 Sep 2014 16:01:11 -0400
Thread-Topic: Request for student roster
Thread-Index: Ac/Ta0qAzy9tSzRXTCGpSBuh1ls3Pg==
Message-ID: <A4EFBBBA2D9B744A926BF795FB7F800B4755BCDF@SCS-EXCH-HUB.scs-district.local>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 03
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.5.12.105
x-ms-exchange-organization-originalserveripaddress: fe80::4c06:4146:6251:29d8%10
Content-Type: text/html; charset="us-ascii"
MIME-Version: 1.0

Ty Carpenter, the Jostens representative, is requesting a roster of sophomores and seniors. He would like name and address (phone number if possible). He would like to send out information to the parents about class rings and graduation items.

Will you grant permission for this to be done?

Thank you for your consideration to this matter.

Sue Bury

Administrative Secretary

Springfield High School

701 E. Home Rd.

Springfield, Ohio 45503

(937) 505-4320

(937) 342-4110 (fax)

bury@spr.k12.oh.us

Date: Mon 09 Sep 2013 10:49:26 AM -0400
From: "Bury, Susan" <BURY@spr.k12.oh.us>
To: "'Carpenter, Ty (Office)'" <ty.carpenter.office@jostens.com>
Subject: RE: You're back!
Size: 14382.0 Kb
Id: 3838938153
Received: from SCS-EXCH-HUB.scs-district.local ([fe80::dfff:71a3:4e2:fc15]) by SCS-EXCH-HUB.scs-district.local ([fe80::dfff:71a3:4e2:fc15%10]) with mapi id 14.02.0328.009; Mon, 9 Sep 2013 10:49:26 -0400
Thread-Topic: You're back!
Thread-Index: Ac6k11KLRkpBODvcQAqVx1a2RJhz7QAFzGQACIDYIAB80/xQAAC2sBw
Message-ID: <A4EFBBBA2D9B744A926BF795FB7F800B01627B4E@SCS-EXCH-HUB.scs-district.local>
References: <D940D7FB64903F41B764D843D5D5A3170D067E44@owbswjpxm09.jostens.com>
<A4EFBBBA2D9B744A926BF795FB7F800B01624525@SCS-EXCH-HUB.scs-district.local>
<D940D7FB64903F41B764D843D5D5A3170D06A4D7@owbswjpxm09.jostens.com>
>
<D940D7FB64903F41B764D843D5D5A3170D06A4D7@owbswjpxm09.jostens.com>
>
In-Reply-To: <D940D7FB64903F41B764D843D5D5A3170D06A4D7@owbswjpxm09.jostens.com>
>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 03
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.5.12.105
x-ms-exchange-organization-originalserveripaddress: fe80::4c06:4146:6251:29d8%10
Content-Type: text/html; charset="us-ascii"
MIME-Version: 1.0

I have been informed by our district that we are not giving out names, addresses of students any more.

Sorry.

001993

From: Carpenter, Ty (Office) [mailto:ty.carpenter.office@jostens.com]
Sent: Monday, September 09, 2013 9:28 AM
To: Bury, Susan
Subject: RE: You're back!

Good morning! Hope you had a good weekend! I am preparing to send out announcements to each senior's home, and I need the addresses. Would it be possible to get those today, or maybe tomorrow? Names, addresses, phone # and parents email if possible. Thank you!!

Jostens - Ty Carpenter

Josie Hicks

937-280-4350

POB 698

Vandalia , OH 45377

From: Carpenter, Ty (Office)
Sent: Friday, August 30, 2013 11:11 AM
To: 'Bury, Susan'
Subject: RE: You're back!

When you have the information, I am ready for your senior and sophomore name lists (names, addresses, phone #'s and parents email - for one mailing and a one-call). We are going to try to send receipts home by email this year, so having an email in my system will be easier than entering one each time from their order form. That way I can just check and make sure it's the right one and go on... Please let me know if you have any questions, thank you!

Jostens - Ty Carpenter

Josie Hicks

937-280-4350

POB 698

Vandalia , OH 45377

From: Bury, Susan [mailto:BURY@spr.k12.oh.us]
Sent: Thursday, August 29, 2013 3:32 PM
To: Carpenter, Ty (Office)
Subject: RE: You're back!

Thanks.

001994

The arm is OK. Thanks for asking.

From: Carpenter, Ty (Office) [mailto:ty.carpenter.office@jostens.com]
Sent: Thursday, August 29, 2013 12:46 PM
To: Bury, Susan
Subject: You're back!

How's the arm? Hope you're doing better! Here's the diploma signature form, any questions let me know. Have a great day -

Jostens - Ty Carpenter

Josie Hicks

937-280-4350

POB 698

Vandalia , OH 45377

001995

Date: Wed 10 Sep 2014 02:35:02 PM -0400
From: "Carpenter, Ty" <ty.carpenter@jostens.com>
To: "leek@spr.k12.oh.us" <leek@spr.k12.oh.us>
Subject: Names and Addresses
Content-Type: text/html
Size: 19268.0 Kb
Id: 4786081044
Received: from mm2.mveca.org (10.3.2.40) by smtp.spr.k12.oh.us (10.5.10.61) with Microsoft SMTP Server Id 14.2.328.9; Wed, 10 Sep 2014 14:35:20 -0400
Received: from smtp2.esu.k12.oh.us (Not Verified[208.108.11.227]) by mm2.mveca.org with MailMarshal (v6,8,4,9558) (using TLS: SSLv23) id <B541099e80000>; Wed, 10 Sep 2014 14:35:20 -0400
Received: from mail-bn1bon0058.outbound.protection.outlook.com (HELO na01-bn1-obe.outbound.protection.outlook.com) ([157.56.111.58]) by smtp2.esu.k12.oh.us with ESMTP/TLS/AES256-SHA; 10 Sep 2014 14:35:19 -0400
Received: from BN1PR02CA0024.namprd02.prod.outlook.com (10.141.56.24) by BL2PR02MB497.namprd02.prod.outlook.com (10.141.95.140) with Microsoft SMTP Server (TLS) Id 15.0.1024.12; Wed, 10 Sep 2014 18:35:17 +0000
Received: from BN1BFFO11FD025.protection.gbl (2a01:111:f400:7c10::1:106) by BN1PR02CA0024.outlook.office365.com (2a01:111:e400:2a::24) with Microsoft SMTP Server (TLS) Id 15.0.1024.12 via Frontend Transport; Wed, 10 Sep 2014 18:35:17 +0000
Received: from smtp.jostens.com (192.189.112.15) by BN1BFFO11FD025.mail.protection.outlook.com (10.58.144.88) with Microsoft SMTP Server (TLS) Id 15.0.1019.14 via Frontend Transport; Wed, 10 Sep 2014 18:35:17 +0000
Received: from owbswjpxm06.jostens.com ([169.254.1.32]) by owbswjpxch02.jostens.com ([167.237.114.138]) with mapl Id 14.01.0438.000; Wed, 10 Sep 2014 13:35:02 -0500
Thread-Id: Names and Addresses
Thread-Topic:
Thread-Index: Ac/NJa3Uky5/II6DRmyFxFjbd6pl6Q==
Message-ID: <CEBAF26343083542AE74F7B99070CE0D5CE60F39@owbswjpxm06.jostens.com>
Accepted-Language: en-US
Content-Language: en-US
X-MS-HasAttachments: yes
X-OriginatingIp: [10.8.195.137]
Content-Type: multipart/related; boundary="_83ac0fb3-04ee-489a-9727-51a045133090_";
Content-Alternative-Type: "multipart/alternative"
Type:

Return-Path: ty.carpenter@jostens.com

X-EOPA-tributedMessage: 0

X-Report: CIP:192.189.112.15;CTRY:US;IPV:NL;EFV:NL;SFV:NSPM;SFS:(10009019)(6009001)(438002)(164054003)(199003)(189002)(15202345003)(99396002)(80022001)(20776003)(46102001)(92726001)(64706001)(84326002)(4396001)(92566001)(512954002)(2656002)(85806002)(83072002)(85852003)(55846006)(77982001)(86362001)(106466001)(67866002)(2501002)(575784001)(77096002)(76482001)(53416004)(19625215002)(90102001)(229853001)(85306004)(81542001)(71186001)(15975445006)(81342001)(21056001)(95666004)(6806004)(19580405001)(83322001)(66926002)(79102001)(110136001)(16236675004)(19580395003)(18206015026)(44976005)(74502001)(74662001)(104016003)(1760045003)(99936001)(19300405004)(107886001)(2351001)(31966008)(19627595001)(87936001)(54356999)(107046002)(50986999);DIR:OUT;SFP:1101;SCL:1;SRVR:BL2PR02MB497;H:smtp.jostens.com;FPR:;MLV:sfv;PTR:mail.jostens.com;A:1;MX:1;LANG:en;

X-Microsoft-Antispam: BCL:0;PCL:0;RULEID:;UriScan:;

X-MS-Exchange-Organization-AuthAs: 033054F29A

Recalved-SPF: Pass (protection.outlook.com: domain of jostens.com designates 192.189.112.15 as permitted sender) receiver=protection.outlook.com; client-ip=192.189.112.15; helo=smtp.jostens.com;

Authentication-Results: spf=pass (sender IP is 192.189.112.15) smtp.mailfrom=ty.carpenter@jostens.com;

X-MS-Exchange-Organization-AuthAs: 10 Sep 2014 18:35:20.0618 (UTC)

X-MS-Exchange-Organization-AuthAs: SCS-EXCH-HUB.scs-district.local

X-MS-Exchange-Organization-AuthAs: 10.3.2.40

Organization-OriginalClientIPAddress:
X-MS-Exchange-Organization-OriginalServerIPAddress: 10.5.10.61
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Exchange-Organization-AuthAs: Anonymous
X-MS-Exchange-Organization-AuthAs: Incoming
X-MS-Exchange-Organization-MessageDirectionality: SCS-EXCH-HUB.scs-district.local
X-MS-Exchange-Organization-Cross-Premlses-Header-Process

seed:
X-MS-18464
Exchange-Organization-OriginalSize:
:
X-MS-00000000-0000-0000-0000-000000000000
Exchange-Organization-ForceMessageScope:
X-MS-00000000-0000-0000-0000-000000000000
Exchange-Organization-MessageScope:
X-MS-Standard
Exchange-Organization-HygienePolicy:
X-MS-True
Exchange-Organization-RecipientLimit-Verified:
MIME 1.0
:
Version:
Attachment: image001.png
t:

Klee,

Sorry to bug you with this, Is there any way to get me the Names, Addresses of the Sophomores and Seniors? I'm getting ready to send out the announcements to let the parents know what is going on.
Thanks, Ty



Ty Carpenter

133 N. Dixie

Vandalla, OH 45377

(937)280-4350

Dream.....Believe.....Achieve

002000

Attachment: Image001.png

002001



Date: Fri 30 Aug 2013 11:10:16 AM -0400
From: "Carpenter, Ty (Office)" <ty.carpenter.office@jostens.com>
To: "Bury, Susan" <BURY@spr.k12.oh.us>
Subject: RE: You're back!
Size: 14110.0 Kb
Id: 3821419349
Received: from mm2.mveca.org (10.3.2.40) by smtp.spr.k12.oh.us (10.5.10.61) with Microsoft SMTP Server Id 14.2.328.9; Fri, 30 Aug 2013 11:10:23 -0400
Received: from smtp2.esu.k12.oh.us (Not Verified[208.108.11.227]) by mm2.mveca.org with MailMarshal (v6,8,4,9558) (using TLS: SSLv23) Id <B5220b5df0001>; Fri, 30 Aug 2013 11:10:23 -0400
Received: from co9ehsobe003.messaging.microsoft.com (HELO co9outboundpool.messaging.microsoft.com) Id: ([207.46.163.26]) by smtp2.esu.k12.oh.us with ESMTP/TLS/AES128-SHA; 30 Aug 2013 11:10:22 -0400
Received: from mail160-co9-R.bigfish.com (10.236.132.249) by CO9EHSOBE025.bigfish.com (10.236.130.88) Id: with Microsoft SMTP Server Id 14.1.225.22; Fri, 30 Aug 2013 15:10:21 +0000
Received: from mail160-co9 (localhost [127.0.0.1]) by mail160-co9-R.bigfish.com (Postfix) with ESMTP Id 931F02403A6 for <BURY@spr.k12.oh.us>; Fri, 30 Aug 2013 15:10:21 +0000 (UTC)
X-CIP:192.189.112.15;KIP:(null);UIP:(null);IPV:NLI;H:smtp.jostens.com;RD:mail.jostens.com;EFVD:NLI
Forefr
ont-
Antisp
am-
Report
:
X- -4
SpamS:
core:
X- VPS-
BigFish:4(zz9371Ic85fh148cI3b61Izz1f42h208ch1ee6h1de0h1fdah2073h1202h1e76h1d1ah1d2ah1fc6hzz1de0
: 98h2e53I17326ah18c673h186068h8275dh1de097hz2fh2a8h839hd25hf0ah1288h12a5h12bdh137ah1
441h14ddh1504h1537h153bh15d0h162dh1631h1758h18e1h1946h19b5h1b0ah1bceh1d0ch1d2eh1d3
fh1dfeh1dffh1e1dh1fe8h1ff5h1155h)
Received: pass (mail160-co9: domain of jostens.com designates 192.189.112.15 as permitted sender) client-
ed- lp=192.189.112.15; envelope-from=ty.carpenter.office@jostens.com; helo=smtp.jostens.com
SPF: ;jostens.com ;
Received: from mail160-co9 (localhost.localdomain [127.0.0.1]) by mail160-co9 (MessageSwitch) Id
ed: 1377875419507159_7246; Fri, 30 Aug 2013 15:10:19 +0000 (UTC)
Received: from CO9EHSMHS026.bigfish.com (unknown [10.236.132.227]) by mail160-co9.bigfish.com (Postfix)
ed: with ESMTP Id 7322B4A0040 for <BURY@spr.k12.oh.us>; Fri, 30 Aug 2013 15:10:19 +0000 (UTC)
Received: from smtp.jostens.com (192.189.112.15) by CO9EHSMHS026.bigfish.com (10.236.130.36) with
ed: Microsoft SMTP Server (TLS) Id 14.16.227.3; Fri, 30 Aug 2013 15:10:18 +0000
Received: from OWBSWJPM09.jostens.com ([169.254.4.240]) by owbswpxch02.jostens.com
ed: ([167.237.114.138]) with mapl Id 14.01.0438.000; Fri, 30 Aug 2013 10:10:18 -0500
Thread: You're back!
-Topic:
Thread: Ac6k11KLRkpBODvcQAqVx1a2Rjhz7QAFqzGQACIDYIA=
-
Index:
Messa <D940D7FB64903F41B764D843D5D5A3170D0683A6@owbswpxm09.jostens.com>
ge-ID:
Refera <D940D7FB64903F41B764D843D5D5A3170D067E44@owbswpxm09.jostens.com>
nces: <A4EFBBBA2D9B744A926BF795FB7F800B01624525@SCS-EXCH-HUB.scs-district.local>
In- <A4EFBBBA2D9B744A926BF795FB7F800B01624525@SCS-EXCH-HUB.scs-district.local>
Reply-

To: Acceptien-US
-
Langu
age:
Conten:en-US
t-
Langu
age:
x- [10.8.195.137]
origina
ting-ip:
Conten:multipart/alternative; boundary="_f0d3c8c6-0774-4db6-bd34-7d20d6ebc5f1_"
t-
Type:
Return ty.carpenter.office@jostens.com
-Path:
X- Id%0\$Dn%*\$RO%0\$TLS%0\$FQDN%\$TIsDn%
FOPE-
CONN-
ECTOR:
;
X-MS- 30 Aug 2013 15:10:23.3879 (UTC)
Exchan:
ge-
Organi
zation-
Origina
lArrival
Time:
X-MS- SCS-EXCH-HUB.scs-district.local
Exchan:
ge-
Forest-
Arrival
HubSe
rver:
X-MS- 10.3.2.40
Exchan
ge-
Organi
zation-
Origina
lClient
PAddr
ess:
X-MS- 10.5.10.61
Exchan:
ge-
Organi
zation-
Origina
lServer
IPAddr
ess:
X-MS- SCS-EXCH-HUB.scs-district.local
Exchan.

ge-
Organi-
zation-
AuthSo-
urce:
X-MS- Anonymous
Exchan-
ge-
Organi-
zation-
AuthAs-
:
X-MS- Incoming
Exchan-
ge-
Organi-
zation-
Messa-
geDire-
ctionali-
ty:
X-MS- SCS-EXCH-HUB.scs-district.local
Exchan-
ge-
Organi-
zation-
Cross-
Premis-
es-
Header-
s-
Proces-
sed:
X-MS- 13212
Exchan-
ge-
Organi-
zation-
Origina-
lSize:
X-MS- 00000000-0000-0000-0000-000000000000
Exchan-
ge-
Forest-
Messa-
geScho-
pe:
X-MS- 00000000-0000-0000-0000-000000000000
Exchan-
ge-
Organi-
zation-
Messa-
geScho-
pe:
X-MS- Standard
Exchan-
ge-

Organization-HygienePolicy:
:
X-MS-Exchange-Organization-Recipient-Limit-Verified:
MIME-Version: 1.0

When you have the information, I am ready for your senior and sophomore name lists (names, addresses, phone #'s and parents email - for one mailing and a one-call). We are going to try to send receipts home by email this year, so having an email in my system will be easier than entering one each time from their order form. That way I can just check and make sure it's the right one and go on... Please let me know if you have any questions, thank you!

Jostens - Ty Carpenter

Josie Hicks

937-280-4350

POB 698

Vandalia , OH 45377

From: Bury, Susan [mailto:BURY@spr.k12.oh.us]
Sent: Thursday, August 29, 2013 3:32 PM
To: Carpenter, Ty (Office)
Subject: RE: You're back!

Thanks.

The arm is OK. Thanks for asking.

From: Carpenter, Ty (Office) [mailto:ty.carpenter.office@jostens.com]
Sent: Thursday, August 29, 2013 12:46 PM
To: Bury, Susan
Subject: You're back!

002006

How's the arm? Hope you're doing better! Here's the diploma signature form, any questions let me know. Have a great day -

Jostens - Ty Carpenter

Josie Hicks

937-280-4350

POB 698

Vandalia , OH 45377

002007

Date: Mon 13 Oct 2014 01:20:31 PM -0400
From: "Bury, Susan" <BURY@spr.k12.oh.us>
To: "'Carpenter, Ty (Office)'" <ty.carpenter.office@jostens.com>
Subject: FW: 10 and 12 for Jostens
Size: 254365.0 Kb
Id: 4666370357
Received: from SCS-EXCH-HUB.scs-district.local ([:1]) by SCS-EXCH-HUB.scs-district.local ([:1]) w/lt mapl Id 14.02.0328.009; Mon, 13 Oct 2014 13:20:31 -0400
Thread-Topic: 10 and 12 for Jostens
Thread-Index: Ac/nCYt5zSGC5+vgQal3xsYSHCGn7AAAGAWw
Message-ID: <A4EFBBBA2D9B744A926BF795FB7F800B47562826@SCS-EXCH-HUB.scs-district.local>
Accept-Language: en-US
Content-Language: en-US
X-MS-Exchange-Organization-AuthAs: Internal
X-MS-Exchange-Organization-AuthMechanism: 03
X-MS-Exchange-Organization-AuthSource: SCS-EXCH-HUB.scs-district.local
X-MS-Has-Attach: yes
X-MS-Exchange-Organization-SCL: -1
x-ms-exchange-organization-originalclientipaddress: 10.5.12.105
x-ms-exchange-organization-originalserveripaddresses: fe80::4c06:4146:6251:29d8%10
Content-Type: multipart/mixed;
boundary="=_002_A4EFBBBA2D9B744A926BF795FB7F800B47562826SCSEXCHHUBscs
dl_"
MIME-Version: 1.0
Attachment: 10th and 12th Grade for Jostens.xlt

Here's the list of 10th and 12th graders. Let me know if you need anything else.

From: Scott, Deborah
Sent: Monday, October 13, 2014 1:16 PM
To: Bury, Susan
Subject: 10 and 12 for Jostens

002008

Sue,

Is this what is needed for 10th and 12th grade Josten's list?

Sorry it took so long,

debble

Deborah Scott

EMIS-technician

Springfield High School

937-505-4320 ext 6115

FAX-937-342-4110

Confidentiality Notice: **EMIS information protected as such including any attachments--**

This message may contain student personally identifiable information that is confidential. Such information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, printing, distribution or the taking of any action in reliance on the contents of the information contained herein is strictly prohibited. If you receive this email message in error, please immediately notify me by e-mail and delete the message from your computer. Thank you.

002009

Can't convert attachment 1 of 1 to pdf.

EXHIBIT V

From: estrop@spr.k12.oh.us
To: Thor Sage <sage@mveca.org>
Date: Fri 21 Feb 2014 09:52:27 PM -0500
Cc: "Baldwin"
Subject: Re: Action Required - Roster Verification Data

#24

image001.jpg ((4 kb))

Thor

We do not have any information identified as Directory Information. We learned this lesson from our Charter School competitors, when we asked for their Directory Info. Since this is not Directory Information in Springfield, where do we go from here?

Dave

Sent from my iPhone

On Feb 21, 2014, at 6:35 PM, "Thor Sage" <sage@mveca.org> wrote:

Dave,

Battelle for Kids is assisting ODE with the roster verification process for RttT school districts. This process is designed to allow individual educators – via a web-based application – an opportunity to validate the amount of time they spent instructing students. This is important in the development of the “value add” measurement that is used as a part of each teacher’s evaluation. By completing the roster verification process, teachers are able to check the accuracy of the rosters upon which their value add measurement will be based.

With respect to the authority to release data, the data in question is not FERPA protected. Here is relevant guidance on FERPA from the U.S. Department of Ed.’s website:

Another exception permits a school to non-consensually disclose personally identifiable information from a student’s education records when such information has been appropriately designated as directory information. “Directory information” is defined as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information could include information such as the student’s name, address, e-mail address, telephone listing, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended, grade level or year (such as freshman or junior), and enrollment status (undergraduate or graduate; full-time or part-time).
<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

If you have additional questions about the legality of the roster verification process, you may want to check with ODE. Ultimately, the data belongs to the district and will not be released without your approval. Please let me know how you'd like to proceed.

Thanks,

Thor

Thor Sage

Executive Director

Miami Valley Educational Computer Association

937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]

Sent: Friday, February 21, 2014 5:08 PM

To: Thor Sage

Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehne, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea

Subject: RE: Action Required - Roster Verification Data

Thor

What is the BFK*Link system?

Under who's authority are we being allowed to release information to Battelle for Kids and ODE without violating FERPA or State Law?

Please advise.

Thanks!

Dave

From: Thor Sage [mailto:sage@mveca.org]
Sent: Friday, February 21, 2014 2:29 PM
Subject: Action Required - Roster Verification Data

Dear Superintendent,

For the 2014 Roster Verification the Ohio Department of Education (ODE) will be using EMIS data to load the BFK•Link® system. Additional data is being requested for some LEAs to streamline the roster verification effort and reduce the amount of time required for educators to complete this process.

Please review the below information, and respond directly to me with your authorization to release this data to Battelle For Kids.

Your emailed or written authorization is needed by February 26th.

The following additional data has been requested by Battelle for Kids and ODE:

1. Teacher Email Addresses – EMIS file submissions from ODE do not include teacher and principal email addresses. Providing this data for employees within the district will significantly reduce the amount of work for principals and support teams since they will not need to manually register teacher email addresses in the system.
2. Student List – a list of students can be provided to be pre-loaded to the portal for roster verification. This will allow students who entered the district after data was submitted to EMIS

to be found in the "student search" where teachers can easily find them to add to a roster.

3. Advanced Data Load with Student Roster Entry and Exit Dates -- this option allows the district to provide all of the data that will be used for roster verification--schools, employees, students, and rosters. The rosters will include the date the student entered the class and the date that the student exited the class. By providing this additional information, when teachers access the portal to complete roster verification, the student mobility within each roster will be pre-selected based on the data provided.

Please do not hesitate to let me know if you have any questions or concerns. I apologize for the short notice. We received the request for this data from Battelle For Kids today.

Thank you,

Thor

Thor Sage

Executive Director

Miami Valley Educational Computer Association

937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

From: estrop@spr.k12.oh.us
To: 'Thor Sage' <sage@mveca.org>
Date: Tue 25 Feb 2014 03:40:38 PM -0500
Cc: "Baldwin"
Subject: RE: Action Required - Roster Verification Data

#25

@ image001.jpg ((4 kb))

Thor

We have ended our relationship with Battelle because of the state mandate that we use Battelle Data that was to be Formative Test Data as Summative Test Data to be used with both OPES and OTES. I have informed Battelle approximately two months ago via e-mail of our decision. I have also informed ACT via e-mail of this decision since their data could be used in a similar manner.

All I really need is someone in authority at ODE to say in writing that the District will not violate federal or state laws, rules or regulations if we supply this information as requested. Once I have that, we will be good to go.

Thanks!

Dave

From: Thor Sage [mailto:sage@mveca.org]
Sent: Tuesday, February 25, 2014 2:54 PM
To: Estrop, David
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Action Required - Roster Verification Data

Dave.

I have not received a clear answer from ODE, Battelle, or the MCOECN on FERPA as it relates to roster verification. Please let me know if you receive any calls or information from any of those agencies.

Based on our internal discussions at MVECA we know the following:

Springfield City has already signed an agreement with ODE/Battelle that allows Battelle to assist in the roster verification process.

As a result of that agreement, Battelle already has your EMIS data.

The data that has been requested is only the most current data. By using newer data, information used for roster verification will be more accurate.

Further, I believe that sharing the data with ODE and/or their contractor (Battelle) is not a violation of FERPA. I've included another citation from the U.S. Dept. of Ed. website below. In this instance I believe that the highlighted items are relevant.

Since the district has already signed an agreement with Battelle for roster verification, I was wondering if I could see it. Is there someone in the district that might have a copy that I could review?

In this situation my primary concern is that Springfield City Schools will lose an opportunity to use the most up-to-date data available to inform the roster verification process while waiting around for ODE to lay their hands on the needed FERPA information. If there is a way to consider the exceptions to FERPA listed below and to review the existing agreement between the district and Battelle for additional information so that we can proceed, that would be the best. We have until the end of the week to submit your data. We will submit nothing without your authorization and the older roster information from EMIS will be used for roster verification. I hope to avoid that scenario.

Please let me know how to proceed from here.

Thanks,

Thor

• Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- o School officials with legitimate educational interest;
- o Other schools to which a student is transferring;
- o Specified officials for audit or evaluation purposes;
- o Appropriate parties in connection with financial aid to a student;
- o Organizations conducting certain studies for or on behalf of the school;

- o Accrediting organizations;
- o To comply with a judicial order or lawfully issued subpoena;
- o Appropriate officials in cases of health and safety emergencies; and
- o State and local authorities, within a juvenile justice system, pursuant to specific State law.

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

Thor Sage

Executive Director

Miami Valley Educational Computer Association

937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [mailto:estrop@spr.k12.oh.us]

Sent: Saturday, February 22, 2014 1:00 PM

To: Thor Sage

Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen;

Jones, Marvin; Kuehne, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea

Subject: Re: Action Required - Roster Verification Data

Great!

Thanks much!

Dave

Sent from my iPhone

On Feb 22, 2014, at 11:16 AM, "Thor Sage" <sage@mveca.org> wrote:

Dave,

I will send a message back to the person that requested the data and ask for clarification on data privacy protections. I'll let you know what I find out.

Thanks,

Thor

Thor Sage

Executive Director

Miami Valley Educational Computer Association

937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Friday, February 21, 2014 9:52 PM
To: Thor Sage
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: Re: Action Required - Roster Verification Data

Thor

We do not have any information identified as Directory Information. We learned this lesson from our Charter School competitors, when we asked for their Directory Info. Since this is not Directory Information in Springfield, where do we go from here?

Dave

Sent from my iPhone

On Feb 21, 2014, at 6:35 PM, "Thor Sage" <sage@mveca.org> wrote:

Dave.

Battelle for Kids is assisting ODE with the roster verification process for RtTI school districts. This process is designed to allow individual educators – via a web-based application – an opportunity to validate the amount of time they spent instructing students. This is important in the development of the “value add” measurement that is used as a part of each teacher's evaluation. By completing the roster verification process, teachers are able to check the accuracy of the rosters upon which their value add measurement will be based.

With respect to the authority to release data, the data in question is not FERPA protected. Here is relevant guidance on FERPA from the U.S. Department of Ed.'s website:

Another exception permits a school to non-consensually disclose personally identifiable information from a student's education records when such information has been appropriately designated as directory information. "Directory information" is defined as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information could include information such as the student's name, address, e-mail address, telephone listing, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of

members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended, grade level or year (such as freshman or junior), and enrollment status (undergraduate or graduate; full-time or part-time). <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

If you have additional questions about the legality of the roster verification process, you may want to check with ODE. Ultimately, the data belongs to the district and will not be released without your approval. Please let me know how you'd like to proceed.

Thanks,

Thor

Thor Sage

Executive Director

Miami Valley Educational Computer Association

937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]

Sent: Friday, February 21, 2014 5:08 PM

To: Thor Sage

Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea

Subject: RE: Action Required - Roster Verification Data

Thor

What is the BFK*Link system?

Under who's authority are we being allowed to release information to Battelle for Kids and ODE without violating FERPA or State Law?

Please advise.

Thanks!

Dave

From: Thor Sage [mailto:sage@mveca.org]
Sent: Friday, February 21, 2014 2:29 PM
Subject: Action Required - Roster Verification Data

Dear Superintendent,

For the 2014 Roster Verification the Ohio Department of Education (ODE) will be using EMIS data to load the BFK*Link® system. Additional data is being requested for some LEAs to streamline the roster verification effort and reduce the amount of time required for educators to complete this process.

Please review the below information, and respond directly to me with your authorization to release this data to Battelle For Kids.

Your emailed or written authorization is needed by February 26th.

The following additional data has been requested by Battelle for Kids and ODE:

1. Teacher Email Addresses – EMIS file submissions from ODE do not include teacher and principal email addresses. Providing this data for employees within the district will significantly reduce the amount of work for principals and support teams since they will not need to manually register teacher email addresses in the system.
2. Student List – a list of students can be provided to be pre-loaded to the portal for roster verification. This will allow students who entered the district after data was submitted to EMIS to be found in the “student search” where teachers can easily find them to add to a roster.
3. Advanced Data Load with Student Roster Entry and Exit Dates – this option allows the district to provide all of the data that will be used for roster verification—schools, employees, students, and rosters. The rosters will include the date the student entered the class and the date that the student exited the class. By providing this additional information, when teachers access the portal to complete roster verification, the student mobility within each roster will be pre-selected based on the data provided.

Please do not hesitate to let me know if you have any questions or concerns. I apologize for the short notice. We received the request for this data from Battelle For Kids today.

Thank you,

Thor

Thor Sage

Executive Director

Miami Valley Educational Computer Association

937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:50 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Action Required - Roster Verification Data

From: Estrop, David
Sent: Friday, February 21, 2014 5:08 PM
To: 'Thor Sage'
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Action Required - Roster Verification Data

Thor
What is the BFK*Link system?
Under who's authority are we being allowed to release information to Battelle for Kids and ODE without violating FERPA or State Law?
Please advise.

Thanks!
Dave

From: Thor Sage [mailto:sage@mveca.org]
Sent: Friday, February 21, 2014 2:29 PM
Subject: Action Required - Roster Verification Data

Dear Superintendent,

For the 2014 Roster Verification the Ohio Department of Education (ODE) will be using EMIS data to load the BFK*Link® system. Additional data is being requested for some LEAs to streamline the roster verification effort and reduce the amount of time required for educators to complete this process.

Please review the below information, and respond directly to me with your authorization to release this data to Battelle For Kids.

Your emailed or written authorization is needed by February 26th.

The following additional data has been requested by Battelle for Kids and ODE:

1. Teacher Email Addresses – EMIS file submissions from ODE do not include teacher and principal email addresses. Providing this data for employees within the district will significantly reduce the amount of work for principals and support teams since they will not need to manually register teacher email addresses in the system.
2. Student List – a list of students can be provided to be pre-loaded to the portal for roster verification. This will allow students who entered the district after data was submitted to EMIS to be found in the “student search” where teachers can easily find them to add to a roster.

3. Advanced Data Load with Student Roster Entry and Exit Dates – this option allows the district to provide all of the data that will be used for roster verification—schools, employees, students, and rosters. The rosters will include the date the student entered the class and the date that the student exited the class. By providing this additional information, when teachers access the portal to complete roster verification, the student mobility within each roster will be pre-selected based on the data provided.

Please do not hesitate to let me know if you have any questions or concerns. I apologize for the short notice. We received the request for this data from Battelle For Kids today.

Thank you,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:50 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Action Required - Roster Verification Data

From: Estrop, David
Sent: Friday, February 21, 2014 9:52 PM
To: Thor Sage
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehne, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: Re: Action Required - Roster Verification Data

Thor

We do not have any information identified as Directory Information. We learned this lesson from our Charter School competitors, when we asked for their Directory Info. Since this is not Directory Information in Springfield, where do we go from here?

Dave

Sent from my iPhone

On Feb 21, 2014, at 6:35 PM, "Thor Sage" <sage@mveca.org> wrote:

Dave,

Battelle for Kids is assisting ODE with the roster verification process for RttT school districts. This process is designed to allow individual educators – via a web-based application – an opportunity to validate the amount of time they spent instructing students. This is important in the development of the “value add” measurement that is used as a part of each teacher’s evaluation. By completing the roster verification process, teachers are able to check the accuracy of the rosters upon which their value add measurement will be based.

With respect to the authority to release data, the data in question is not FERPA protected. Here is relevant guidance on FERPA from the U.S. Department of Ed.’s website:

Another exception permits a school to non-consensually disclose personally identifiable information from a student's education records when such information has been appropriately designated as directory information. "Directory Information" is defined as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information could include information such as the student's name, address, e-mail address, telephone listing, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended, grade level or year (such as freshman or junior), and enrollment status (undergraduate or graduate; full-time or part-time). <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

If you have additional questions about the legality of the roster verification process, you may want to check with ODE. Ultimately, the data belongs to the district and will not be released without your approval. Please let me know how you’d like to proceed.

Thanks,

Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Friday, February 21, 2014 5:08 PM
To: Thor Sage
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Action Required - Roster Verification Data

Thor

What is the BFK*Link system?

Under who's authority are we being allowed to release information to Battelle for Kids and ODE without violating FERPA or State Law?

Please advise.

Thanks!

Dave

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Friday, February 21, 2014 2:29 PM
Subject: Action Required - Roster Verification Data

Dear Superintendent,

For the 2014 Roster Verification the Ohio Department of Education (ODE) will be using EMIS data to load the BFK*Link® system. Additional data is being requested for some LEAs to streamline the roster verification effort and reduce the amount of time required for educators to complete this process.

Please review the below information, and respond directly to me with your authorization to release this data to Battelle For Kids.

Your emailed or written authorization is needed by February 26th.

The following additional data has been requested by Battelle for Kids and ODE:

1. Teacher Email Addresses – EMIS file submissions from ODE do not include teacher and principal email addresses. Providing this data for employees within the district will significantly

reduce the amount of work for principals and support teams since they will not need to manually register teacher email addresses in the system.

2. Student List – a list of students can be provided to be pre-loaded to the portal for roster verification. This will allow students who entered the district after data was submitted to EMIS to be found in the “student search” where teachers can easily find them to add to a roster.

3. Advanced Data Load with Student Roster Entry and Exit Dates – this option allows the district to provide all of the data that will be used for roster verification—schools, employees, students, and rosters. The rosters will include the date the student entered the class and the date that the student exited the class. By providing this additional information, when teachers access the portal to complete roster verification, the student mobility within each roster will be pre-selected based on the data provided.

Please do not hesitate to let me know if you have any questions or concerns. I apologize for the short notice. We received the request for this data from Battelle For Kids today.

Thank you,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:50 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Action Required - Roster Verification Data

From: Estrop, David
Sent: Saturday, February 22, 2014 1:00 PM
To: Thor Sage
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: Re: Action Required - Roster Verification Data

Great!
Thanks much!
Dave

Sent from my iPhone

On Feb 22, 2014, at 11:16 AM, "Thor Sage" <sage@mveca.org> wrote:

Dave,
I will send a message back to the person that requested the data and ask for clarification on data privacy protections. I'll let you know what I find out.
Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>
Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Friday, February 21, 2014 9:52 PM
To: Thor Sage
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: Re: Action Required - Roster Verification Data

Thor

We do not have any information identified as Directory Information. We learned this lesson from our Charter School competitors, when we asked for their Directory Info. Since this is not Directory Information in Springfield, where do we go from here?

Dave

Sent from my iPhone

On Feb 21, 2014, at 6:35 PM, "Thor Sage" <sage@mveca.org> wrote:

Dave,

Battelle for Kids is assisting ODE with the roster verification process for RttT school districts. This process is designed to allow individual educators – via a web-based application – an opportunity to validate the amount of time they spent instructing students. This is important in the development of the “value add” measurement that is used as a part of each teacher’s evaluation. By completing the roster verification process, teachers are able to check the accuracy of the rosters upon which their value add measurement will be based.

With respect to the authority to release data, the data in question is not FERPA protected. Here is relevant guidance on FERPA from the U.S. Department of Ed.’s website:

Another exception permits a school to non-consensually disclose personally identifiable information from a student’s education records when such information has been appropriately designated as directory information. "Directory information" is defined as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information could include information such as the student's name, address, e-mail address, telephone listing, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended, grade level or year (such as freshman or junior), and enrollment status (undergraduate or graduate; full-time or part-time). <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

If you have additional questions about the legality of the roster verification process, you may want to check with ODE. Ultimately, the data belongs to the district and will not be released without your approval. Please let me know how you’d like to proceed.

Thanks,

Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]

Sent: Friday, February 21, 2014 5:08 PM

To: Thor Sage

Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea

Subject: RE: Action Required - Roster Verification Data

Thor

What is the BFK*Link system?

Under who's authority are we being allowed to release information to Battelle for Kids and ODE without violating FERPA or State Law?

Please advise.

Thanks!

Dave

From: Thor Sage [<mailto:sage@myeca.org>]

Sent: Friday, February 21, 2014 2:29 PM

Subject: Action Required - Roster Verification Data

Dear Superintendent,

For the 2014 Roster Verification the Ohio Department of Education (ODE) will be using EMIS data to load the BFK*Link® system. Additional data is being requested for some LEAs to streamline the roster verification effort and reduce the amount of time required for educators to complete this process.

Please review the below information, and respond directly to me with your authorization to release this data to Battelle For Kids.

Your emailed or written authorization is needed by February 26th.

The following additional data has been requested by Battelle for Kids and ODE:

1. Teacher Email Addresses – EMIS file submissions from ODE do not include teacher and principal email addresses. Providing this data for employees within the district will significantly reduce the amount of work for principals and support teams since they will not need to manually register teacher email addresses in the system.
2. Student List – a list of students can be provided to be pre-loaded to the portal for roster verification. This will allow students who entered the district after data was submitted to EMIS to be found in the “student search” where teachers can easily find them to add to a roster.
3. Advanced Data Load with Student Roster Entry and Exit Dates – this option allows the district to provide all of the data that will be used for roster verification—schools, employees, students, and rosters. The rosters will include the date the student entered the class and the date that the student exited the class. By providing this additional information, when teachers access the portal

to complete roster verification, the student mobility within each roster will be pre-selected based on the data provided.

Please do not hesitate to let me know if you have any questions or concerns. I apologize for the short notice. We received the request for this data from Battelle For Kids today.

Thank you,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:51 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Additional Data Needed for Roster Verification

From: Estrop, David
Sent: Monday, February 24, 2014 6:11 PM
To: 'Thor Sage'
Cc: Casto, Sherry; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Additional Data Needed for Roster Verification

Thor
Thanks much!
Dave

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Monday, February 24, 2014 12:16 PM
To: Estrop, David
Subject: FW: Additional Data Needed for Roster Verification

Dave,
I'm still working on your question about FERPA and Roster Verification. See the email thread below.
You may be receiving a call from ODE. Please let me know if they give you any sort of citation from their data sharing agreements with the MCOECN and/or Battelle. I'll let you know if I hear back from the MCOECN.
Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator (rvcoordinator@mcoecn.org)
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said – the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott – can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

25 South Front Street | Columbus, Ohio 43215-4183
(614) 995-9944 | (877) 644-6338
Marianne.mottley@education.ohio.gov
education.ohio.gov

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Monday, February 24, 2014 12:05 PM
To: Mottley, Marianne; Weisenbach, Ed
Cc: Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Marianne,
Perhaps this helps. FERPA guidance on the U.S. Dept. of Ed. website suggests that "school officials" can include anyone "to whom the school has outsourced institutional services or functions." Do the data-sharing agreements you mentioned address that? See below.

I've been working with Dr. David Estrop, Superintendent of Springfield City Schools. I would very much like to know the answer to this question so that I can address this should any similar questions arise in the future.

You can reach Dr. Estrop by phone at 937-505-2800.

Thanks,

Thor

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official

needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 11:52 AM
To: Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Hi Thor,

I probably should just talk to Springfield directly. With whom have you been working??

Marianne E. Mottley
Assistant Director
Office of Accountability

25 South Front Street | Columbus, Ohio 43215-4183
(614) 995-9944 | (877) 644-6338
Marianne.mottley@education.ohio.gov
education.ohio.gov

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Monday, February 24, 2014 11:46 AM
To: Mottley, Marianne; Weisenbach, Ed
Cc: Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Marianne,
Thank you for this information. A follow-up question that I hope gets to the heart of things...

If certain student data is deemed FERPA protected because it contains personally identifiable information and, as a result, the school is prohibited from disclosing that information, what data sharing agreement between the school and any third party would be permitted? Is the data being requested by Battelle for Kids FERPA protected?

I am certain that Springfield City Schools would very much like to provide the data requested in order to make roster verification as easy and accurate as possible. However, their concern lies with the legality of providing personally identifiable data. Are they allowed to provide the data, given FERPA?

Thank you very much for your assistance in this matter.
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Mottley, Marianne [mailto:Marianne.Mottley@education.ohio.gov]
Sent: Monday, February 24, 2014 11:25 AM
To: Welsenbach, Ed; Thor Sage
Cc: Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Thor,

We have addresses FERPA issues in several ways.

First – we have data sharing agreements with both MCOECN and BFK to transfer data for linkage. We also have a data sharing agreement with SAS to handle the data at their end.

Second --- MCOECN collects data sharing agreements with their LEAs to upload from the SIS into the Link tool.

Third – we (ODE) collect superintendent sign off sheets where each superintendent signs off that his/her district will be participating in linkage.

The bottom line is that one way or another, Springfield City WILL get teacher reports. If they don't want to participate in linkage it won't negate our need to build teacher reports. We WILL get reports and we'll do it using their EMIS data that is only as good as the day they sent it to us during October count week. Linkage takes into account things like shared instruction, and they can link on a month by month basis for kids who are there less than the full year. If they don't participate then we send the EMIS data to SAS and it has none of the nuances that linkage affords them.

Hope this helps!!

Marianne

Marianne E. Mottley
Assistant Director
Office of Accountability

25 South Front Street | Columbus, Ohio 43215-4183
(614) 995-9944 | (877) 644-6338
Marianne.mottley@education.ohio.gov
education.ohio.gov

From: Weisenbach, Ed
Sent: Monday, February 24, 2014 10:35 AM
To: Thor Sage
Cc: Mottley, Marianne; Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Thor:

Greetings and thanks for your inquiry. I spoke with Toni Marshall, a project manager involved with the roster verification process, and she instructed me to forward your question to Marianne Mottley, Assistant Director, Division of Accountability and Quality Schools. I trust that things are well in MVECA-land and that some "normalcy" is returning to your member districts following the weather challenges you've been contending with recently.

All the best,
Ed

From: Thor Sage [sage@mveca.org]
Sent: Monday, February 24, 2014 10:17 AM
To: Weisenbach, Ed
Subject: FW: Additional Data Needed for Roster Verification

Ed,

I have a question from Springfield City Schools regarding roster verification and FERPA. Can you help me provide the district with assurances on the legality of sharing FERPA protected data with ODE for roster verification? I've included the request for data from Battelle in the email thread below. I think the district would be happy to release the data if the appropriate assurances can be provided.

Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Sharon Barr [<mailto:sbarr@battelleforkids.org>]
Sent: Monday, February 24, 2014 10:09 AM
To: Thor Sage
Subject: RE: Additional Data Needed for Roster Verification

Hi Thor,

All FERPA restrictions are covered in our partnership with ODE for loading Roster Verification data in grades 4-8 Math and Reading. If the district does not wish to release the additional data we can use their EMIS data from ODE instead.

Sharon Barr
Software Engineer | Battelle for Kids
Phone (614) 488-KIDS (5437) ext. 279 | www.BattelleforKids.org

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Saturday, February 22, 2014 11:31 AM
To: Sharon Barr
Subject: RE: Additional Data Needed for Roster Verification

Sharon,
I've received a question from Springfield City Schools regarding FERPA restrictions on the data that you've requested below. Can you provide any clarification on data privacy protections, roster verification, and the BFK Link program? Thank you,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Sharon Barr [<mailto:sbarr@battelleforkids.org>]
Sent: Thursday, February 20, 2014 10:39 PM
To: Thor Sage
Subject: Additional Data Needed for Roster Verification

For the 2014 Roster Verification the Ohio Department of Education (ODE) will be using EMIS data to load the BFK•Link® system. Even though the EMIS data has been verified and validated by Ohio LEA's and ODE, it represents a snapshot in time of the instructional reality. As such, additional data is needed for some of your LEAs to streamline the roster verification effort and reduce the amount of time required for educators in Ohio to complete this process. The list of those LEAs requiring additional data is at the bottom of this email. Please reference the Data Definition document as directed in each of the numbered items below. **The deadline for receiving the final version of this additional data is February 28th.**

Use the provided templates to capture the required data as follows:

1. **Teacher Email Addresses** – EMIS file submissions from ODE do not include teacher and principal email addresses. Providing this data for employees within the districts/LEAs you serve will significantly reduce the amount of work for principals and support teams since they will not need to manually register teacher email addresses in the system. *See data definition on page 4.*
2. **Student List** – a list of students can be provided to be pre-loaded to the portal for roster verification. This will allow students who entered the district after data was submitted to EMIS to be found in the “student search” where teachers can easily find them to add to a roster. *See data definition on page 5.*
3. **Advanced Data Load with Student Roster Entry and Exit Dates** – this option allows the district to provide all of the data that will be used for roster verification—schools, employees, students, and rosters. The rosters will include the date the student entered the class and the date that the student exited the class. By providing this additional information, when teachers access the portal to complete roster verification, the student mobility within each roster will be pre-selected based on the data provided. *See data definition on page 6.*

Additional data is required for the following LEAs served by your ITC:

District IRN	District Name
047274	Bellbrook-Sugarcreek Local School District
046383	Blanchester Local SD
046409	East Clinton Local SD
048272	Madison-Plains Local SD
046920	Miami Trace Local SD
044818	Springfield City SD
045013	Washington Court House City SD
045153	Xenia Community City SD

Submitting your data: Please provide your data via Battelle for Kids' secure FTP site <https://secure.battelleforkids.org/login>, using your user name **oh_mvaca_ts** and password **#22trd9!**.

For questions, contact Sharon Barr at sbarr@battelleforkids.org.

Sharon Barr MSM

Software Engineer | Battelle for Kids | Phone (614) 488-KIDS (5437) | Fax (614) 481-8997

www.battelleforkids.org | twitter.com/Battelleforkids | www.facebook.com/battelleforkidsorg

Ohio Educators Connect for Success Conference. June 16-17, 2014. Save the date!

If you received this message in error, please reply and delete immediately. Thank you!

PLEASE NOTE: This message and any response to it may constitute a public record, and therefore may be available upon request in accordance with Ohio public records law. (ORC 149.43)

PLEASE NOTE: This message and any response to it may constitute a public record, and therefore may be available upon request in accordance with Ohio public records law. (ORC 149.43)

PLEASE NOTE: This message and any response to it may constitute a public record, and therefore may be available upon request in accordance with Ohio public records law. (ORC 149.43)

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:51 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Action Required - Roster Verification Data

From: Estrop, David
Sent: Tuesday, February 25, 2014 3:41 PM
To: 'Thor Sage'
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Action Required - Roster Verification Data

Thor

We have ended our relationship with Battelle because of the state mandate that we use Battelle Data that was to be Formative Test Data as Summative Test Data to be used with both OPES and OTES. I have informed Battelle approximately two months ago via e-mail of our decision. I have also informed ACT via e-mail of this decision since their data could be used in a similar manner.

All I really need is someone in authority at ODE to say in writing that the District will not violate federal or state laws, rules or regulations if we supply this information as requested. Once I have that, we will be good to go.

Thanks!
Dave

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Tuesday, February 25, 2014 2:54 PM
To: Estrop, David
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Action Required - Roster Verification Data

Dave,

I have not received a clear answer from ODE, Battelle, or the MCOECN on FERPA as it relates to roster verification. Please let me know if you receive any calls or information from any of those agencies.

Based on our internal discussions at MVECA we know the following:

1. Springfield City has already signed an agreement with ODE/Battelle that allows Battelle to assist in the roster verification process.
2. As a result of that agreement, Battelle already has your EMIS data.
3. The data that has been requested is only the most current data. By using newer data, information used for roster verification will be more accurate.

Further, I believe that sharing the data with ODE and/or their contractor (Battelle) is not a violation of FERPA. I've included another citation from the U.S. Dept. of Ed. website below. In this instance I believe that the highlighted items are relevant.

Since the district has already signed an agreement with Battelle for roster verification, I was wondering if I could see it. Is there someone in the district that might have a copy that I could review?

In this situation my primary concern is that Springfield City Schools will lose an opportunity to use the most up-to-date data available to inform the roster verification process while waiting around for ODE to lay their hands on the needed FERPA information. If there is a way to consider the exceptions to FERPA listed below and to review the existing agreement between the district and Battelle for additional information so that we can proceed, that would be the best. We have until the end of the week to submit your data. We will submit nothing without your authorization and the older roster information from EMIS will be used for roster verification. I hope to avoid that scenario. Please let me know how to proceed from here.

Thanks,
Thor

- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]

Sent: Saturday, February 22, 2014 1:00 PM

To: Thor Sage

Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea

Subject: Re: Action Required - Roster Verification Data

Great!
Thanks much!
Dave

Sent from my iPhone

On Feb 22, 2014, at 11:16 AM, "Thor Sage" <sage@mveca.org> wrote:

Dave,
I will send a message back to the person that requested the data and ask for clarification on data privacy protections. I'll let you know what I find out.
Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Friday, February 21, 2014 9:52 PM
To: Thor Sage
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehne, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: Re: Action Required - Roster Verification Data

Thor
We do not have any information identified as Directory Information. We learned this lesson from our Charter School competitors, when we asked for their Directory Info. Since this is not Directory Information in Springfield, where do we go from here?
Dave

Sent from my iPhone

On Feb 21, 2014, at 6:35 PM, "Thor Sage" <sage@mveca.org> wrote:

Dave,
Battelle for Kids is assisting ODE with the roster verification process for RttT school districts. This process is designed to allow individual educators – via a web-based application – an opportunity to validate the amount of time they spent instructing students. This is important in the development of the “value add” measurement that is used as a part of each teacher’s evaluation. By completing the roster verification process, teachers are able to check the accuracy of the rosters upon which their value add measurement will be based.

With respect to the authority to release data, the data in question is not FERPA protected. Here is relevant guidance on FERPA from the U.S. Department of Ed.'s website:

Another exception permits a school to non-consensually disclose personally identifiable information from a student's education records when such information has been appropriately designated as directory information. "Directory information" is defined as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information could include information such as the student's name, address, e-mail address, telephone listing, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended, grade level or year (such as freshman or junior), and enrollment status (undergraduate or graduate; full-time or part-time). <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

If you have additional questions about the legality of the roster verification process, you may want to check with ODE. Ultimately, the data belongs to the district and will not be released without your approval. Please let me know how you'd like to proceed.

Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Friday, February 21, 2014 5:08 PM
To: Thor Sage
Cc: Baldwin, Lori; David A. Weaver (dweaver@martinbrowne.com); Casto, Sherry; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Action Required - Roster Verification Data

Thor
What is the BFK*Link system?
Under who's authority are we being allowed to release information to Battelle for Kids and ODE without violating FERPA or State Law?
Please advise.

Thanks!
Dave

From: Thor Sage [mailto:sage@mveca.org]
Sent: Friday, February 21, 2014 2:29 PM
Subject: Action Required - Roster Verification Data

Dear Superintendent,

For the 2014 Roster Verification the Ohio Department of Education (ODE) will be using EMIS data to load the BFK•Link® system. Additional data is being requested for some LEAs to streamline the roster verification effort and reduce the amount of time required for educators to complete this process.

Please review the below information, and respond directly to me with your authorization to release this data to Battelle For Kids.

Your emailed or written authorization is needed by February 26th.

The following additional data has been requested by Battelle for Kids and ODE:

1. Teacher Email Addresses – EMIS file submissions from ODE do not include teacher and principal email addresses. Providing this data for employees within the district will significantly reduce the amount of work for principals and support teams since they will not need to manually register teacher email addresses in the system.
2. Student List – a list of students can be provided to be pre-loaded to the portal for roster verification. This will allow students who entered the district after data was submitted to EMIS to be found in the “student search” where teachers can easily find them to add to a roster.
3. Advanced Data Load with Student Roster Entry and Exit Dates – this option allows the district to provide all of the data that will be used for roster verification—schools, employees, students, and rosters. The rosters will include the date the student entered the class and the date that the student exited the class. By providing this additional information, when teachers access the portal to complete roster verification, the student mobility within each roster will be pre-selected based on the data provided.

Please do not hesitate to let me know if you have any questions or concerns. I apologize for the short notice. We received the request for this data from Battelle For Kids today.

Thank you,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:51 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Additional Data Needed for Roster Verification

From: Estrop, David
Sent: Thursday, February 27, 2014 8:10 AM
To: 'Thor Sage'
Cc: Aker, Crystal; Baldwin, Lori; Casto, Sherry; Weiss, Sandy; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Additional Data Needed for Roster Verification

Thor
Thanks so much for following up on this issue.
Dave

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Thursday, February 27, 2014 7:54 AM
To: Estrop, David
Subject: FW: Additional Data Needed for Roster Verification

Dave,
I wanted to share the email below. Because you indicated that the district was no longer interested in working with BFK, Springfield City Schools will likely end up completing roster verification through the MCOECN instead of through Battelle. Let me know if you have any thoughts or concerns about this. We are still working to get you the needed FERPA clarification. Not using Battelle actually buys us a little more time. The MCOECN is much more responsive on these issues and I feel confident that this will all work out. We will NOT be submitting your data to BFK tomorrow.
Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Thursday, February 27, 2014 7:23 AM
To: Thor Sage

Cc: Ryan McClay

Subject: RE: Additional Data Needed for Roster Verification

Good Morning Thor,

I'm sorry for the delay in responding. There **has** been activity on this issue, just nothing as definitive as I would like. Please note, I am replying only to you with a Cc to Ryan McClay from the MCOECN.

When this was discussed at Tuesday afternoon's Roster Verification Steering Committee, those present—a mixture of personnel from ODE, BFK, TRECA and the MCOECN—agreed the district Intent to Participate form, in conjunction with existing State data agreements between the ODE and MCOECN; and ODE and BFK fully address the FERPA concerns associated with SIS extracts. **However,** in many respects this may be a moot point if Springfield City is verifying rosters through the MCOECN. This is because as member of the MCOECN Roster Verification cohort Springfield City's superintendent will receive an automated Data Release from Cherwell. This data release, which mentions FERPA may allay some of Superintendent Estrop's concerns.

BTW, your inclusion of Supt., David Estrop's message of 2/25/14 in your message of 2/26/14 really helped clarify where Springfield City believes it is with respect to BFK's extended testing services. Given the content of that message we've reached out to BFK, asking them to "officially" place Springfield City into our cohort. And, while we've received **preliminary** sanction to do so, we are still awaiting confirmation.

Hopefully, this will all be wrapped up sometime today. I will certainly let you know as soon as possible.

Sorry for the delays,
Scott Walthour
Roster Verification Coordinator

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Tuesday, February 25, 2014 8:25 AM
To: Roster Verification Coordinator; Mottley, Marianne; Weisenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Scott,
Thank you for your assistance. If we can get Springfield City an explanation this week on FERPA and the recent request for data that came from Battelle, they won't miss their opportunity to get SIS data loaded into BFK Link. Battelle asked for that data to be uploaded by the 28th.
Thanks again!
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said – the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott – can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

25 South Front Street | Columbus, Ohio 43215-4183
(614) 995-9944 | (877) 644-6338
Marianne.mottley@education.ohio.gov
education.ohio.gov

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Monday, February 24, 2014 12:05 PM
To: Mottley, Marianne; Weisenbach, Ed
Cc: Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Marianne,
Perhaps this helps. FERPA guidance on the U.S. Dept. of Ed. website suggests that "school officials" can include anyone "to whom the school has outsourced institutional services or functions." Do the data-sharing agreements you mentioned address that? See below.

I've been working with Dr. David Estrop, Superintendent of Springfield City Schools. I would very much like to know the answer to this question so that I can address this should any similar questions arise in the future.

You can reach Dr. Estrop by phone at 937-505-2800.

Thanks,

Thor

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 11:52 AM
To: Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Hi Thor,

I probably should just talk to Springfield directly. With whom have you been working??

Marianne E. Mottley
Assistant Director
Office of Accountability

25 South Front Street | Columbus, Ohio 43215-4183
(614) 995-9944 | (877) 644-6338
Marianne.mottley@education.ohio.gov
education.ohio.gov

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Monday, February 24, 2014 11:46 AM
To: Mottley, Marianne; Weisenbach, Ed
Cc: Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Marianne,
Thank you for this information. A follow-up question that I hope gets to the heart of things...

If certain student data is deemed FERPA protected because it contains personally identifiable information and, as a result, the school is prohibited from disclosing that information, what data sharing agreement between the school and any third party would be permitted? Is the data being requested by Battelle for Kids FERPA protected?

I am certain that Springfield City Schools would very much like to provide the data requested in order to make roster verification as easy and accurate as possible. However, their concern lies with the legality of providing personally identifiable data. Are they allowed to provide the data, given FERPA?

Thank you very much for your assistance in this matter.
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 11:25 AM
To: Weisenbach, Ed; Thor Sage
Cc: Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Thor,

We have addresses FERPA issues in several ways.

First – we have data sharing agreements with both MCOECN and BFK to transfer data for linkage. We also have a data sharing agreement with SAS to handle the data at their end.

Second --- MCOECN collects data sharing agreements with their LEAs to upload from the SIS into the Link tool.

Third – we (ODE) collect superintendent sign off sheets where each superintendent signs off that his/her district will be participating in linkage.

The bottom line is that one way or another, Springfield City WILL get teacher reports. If they don't want to participate in linkage it won't negate our need to build teacher reports. We WILL get reports and we'll do it using their EMIS data that is only as good as the day they sent it to us during October count week. Linkage takes into account things like shared instruction, and they can link on a month by month basis for kids who are there less than the full year. If they don't participate then we send the EMIS data to SAS and it has none of the nuances that linkage affords them.

Hope this helps!!

Marianne

Marianne E. Mottley
Assistant Director
Office of Accountability

25 South Front Street | Columbus, Ohio 43215-4183
(614) 995-9944 | (877) 644-6338
Marianne.mottley@education.ohio.gov
education.ohio.gov

From: Weisenbach, Ed
Sent: Monday, February 24, 2014 10:35 AM
To: Thor Sage
Cc: Mottley, Marianne; Marshall, Toni
Subject: RE: Additional Data Needed for Roster Verification

Thor:

Greetings and thanks for your inquiry. I spoke with Toni Marshall, a project manager involved with the roster verification process, and she instructed me to forward your question to Marianne Mottley, Assistant Director, Division of Accountability and Quality Schools. I trust that things are well in MVECA-land and that some "normalcy" is returning to your member districts following the weather challenges you've been contending with recently.

All the best,
Ed

From: Thor Sage [sage@mveca.org]
Sent: Monday, February 24, 2014 10:17 AM
To: Weisenbach, Ed
Subject: FW: Additional Data Needed for Roster Verification

Ed,

I have a question from Springfield City Schools regarding roster verification and FERPA. Can you help me provide the district with assurances on the legality of sharing FERPA protected data with ODE for roster verification? I've included the request for data from Battelle in the email thread below. I think the district would be happy to release the data if the appropriate assurances can be provided.

Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Sharon Barr [<mailto:sbarr@battelleforkids.org>]
Sent: Monday, February 24, 2014 10:09 AM
To: Thor Sage
Subject: RE: Additional Data Needed for Roster Verification

Hi Thor,

All FERPA restrictions are covered in our partnership with ODE for loading Roster Verification data in grades 4-8 Math and Reading. If the district does not wish to release the additional data we can use their EMIS data from ODE Instead.

Sharon Barr
Software Engineer | **Battelle for Kids**
Phone (614) 488-KIDS (5437) ext. 279 | www.BattelleforKids.org

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Saturday, February 22, 2014 11:31 AM
To: Sharon Barr
Subject: RE: Additional Data Needed for Roster Verification

Sharon,
I've received a question from Springfield City Schools regarding FERPA restrictions on the data that you've requested below. Can you provide any clarification on data privacy protections, roster verification, and the BFK Link program?
Thank you,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Sharon Barr [mailto:sbarr@battelleforkids.org]
 Sent: Thursday, February 20, 2014 10:39 PM
 To: Thor Sage
 Subject: Additional Data Needed for Roster Verification

For the 2014 Roster Verification the Ohio Department of Education (ODE) will be using EMIS data to load the BFK•Link® system. Even though the EMIS data has been verified and validated by Ohio LEA's and ODE, it represents a snapshot in time of the instructional reality. As such, additional data is needed for some of your LEAs to streamline the roster verification effort and reduce the amount of time required for educators in Ohio to complete this process. The list of those LEAs requiring additional data is at the bottom of this email. Please reference the Data Definition document as directed in each of the numbered items below. **The deadline for receiving the final version of this additional data is February 28th.**

Use the provided templates to capture the required data as follows:

1. **Teacher Email Addresses** – EMIS file submissions from ODE do not include teacher and principal email addresses. Providing this data for employees within the districts/LEAs you serve will significantly reduce the amount of work for principals and support teams since they will not need to manually register teacher email addresses in the system. *See data definition on page 4.*
2. **Student List** – a list of students can be provided to be pre-loaded to the portal for roster verification. This will allow students who entered the district after data was submitted to EMIS to be found in the “student search” where teachers can easily find them to add to a roster. *See data definition on page 5.*
3. **Advanced Data Load with Student Roster Entry and Exit Dates** – this option allows the district to provide all of the data that will be used for roster verification—schools, employees, students, and rosters. The rosters will include the date the student entered the class and the date that the student exited the class. By providing this additional information, when teachers access the portal to complete roster verification, the student mobility within each roster will be pre-selected based on the data provided. *See data definition on page 6.*

Additional data is required for the following LEAs served by your ITC:

District IIRN	District Name
047274	Bellbrook-Sugarcreek Local School District
046383	Blanchester Local SD
046409	East Clinton Local SD
048272	Madison-Plains Local SD
046920	Miami Trace Local SD
044818	Springfield City SD
045013	Washington Court House City SD
045153	Xenia Community City SD

Submitting your data: Please provide your data via Battelle for Kids' secure FTP site <https://secure.battelleforkids.org/login>, using your user name **oh_mvaca_ts** and password **#22trd9!**.

For questions, contact Sharon Barr at sbarr@battelleforkids.org.

Sharon Barr MSM

Software Engineer | Battelle for Kids | Phone (614) 488-KIDS (5437) | Fax (614) 481-8997

www.battelleforkids.org | twitter.com/Battelleforkids | www.facebook.com/battelleforkidsorg

Ohio Educators Connect for Success Conference. June 16-17, 2014. Save the date!

If you received this message in error, please reply and delete immediately. Thank you!

PLEASE NOTE: This message and any response to it may constitute a public record, and therefore may be available upon request in accordance with Ohio public records law. (ORC 149.43)

PLEASE NOTE: This message and any response to it may constitute a public record, and therefore may be available upon request in accordance with Ohio public records law. (ORC 149.43)

PLEASE NOTE: This message and any response to it may constitute a public record, and therefore may be available upon request in accordance with Ohio public records law. (ORC 149.43)

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:52 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: 2013-2014 Roster Verification Data Authorization for Springfield City SD

From: Estrop, David
Sent: Friday, March 07, 2014 2:13 PM
To: 'OECN Request'
Cc: 'Thor Sage'; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: 2013-2014 Roster Verification Data Authorization for Springfield City SD

I have yet to receive from anyone at the Ohio Department of Education written permission to do what is requested below without being accused of violating federal or state privacy laws. When I have a written assurance from ODE that I am given permission to release the information requested, I will be happy to provide such.

Dr. David Estrop
Superintendent
Springfield City School District

From: OECN Request [<mailto:request@oecn.org>]
Sent: Friday, March 07, 2014 10:59 AM
To: Estrop, David
Subject: 2013-2014 Roster Verification Data Authorization for Springfield City SD

Dear Superintendent David Estrop,

In the [February 4th edition of EdConnection](#), the dates and processes for this year's roster verification were shared. Many of you have already returned your Intent to Participate to the Department, but if you have not done so please do as soon as possible.

While you have been asked to return your intent to participate to the Department and perhaps have even been asked to sign a data release by your ITC, the MCOECN is requesting one additional step.

For this process, we are asking you to authorize the release of data to the MCOECN which will create a request through an automated system to have the ITC you submit EMIS data through begin the data loading process. Please assist us in working with your district to make this as smooth a process as possible.

Even though you are authorizing the load of your data today, the system will not be available for access until the beginning of the school set up period on March 31st.

Thank you in advance.

The MCOECN and ITC Roster Verification Team.

[Please Click Here to Access the Authorization Agreement](#)

{CMI: GTCU045875}

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:52 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: FERPA Concern with MCOECN Data Agreement

From: Estrop, David
Sent: Saturday, March 08, 2014 11:54 AM
To: Roster Verification Coordinator
Cc: Thor Sage; Ryan McClay
Subject: Re: FERPA Concern with MCOECN Data Agreement

All I need is an e-mail from Mottley at ODE telling me that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. If that is true, this should be very simple.
Dave

Sent from my iPhone

On Mar 8, 2014, at 10:05 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Dear Superintendent Estrop,

ITC Director Sage has informed me of your FERPA concerns related to the MCOECN data authorization request for roster verification. Specifically, I've seen your request asking someone at ODE to provide written permission with respect to the data release the MCOECN has requested. While I don't work for the ODE, I am coordinating roster verification efforts across the state on their behalf through the MCOECN. I'll offer the following in hope that it can at least clarify issues surrounding your request and provide some alternatives for moving forward.

Forgive me starting with the obvious, but the authorization the MCOECN is seeking requests sanction from you to use your Student Information System (SIS) data for roster verification purposes. To be forthright, EMIS data can and will automatically be used for roster verification purposes if a district that is required to participate chooses not to approve the MCOECN data agreement; however we believe it is a poor substitute for SIS data—because SIS data is so current. The MCOECN would receive this data directly from the ODE. To be clear, the only difference between EMIS and SIS data is how current it is, meaning the MCOECN would end up with the same student/teacher/class data as has been requested, only it would be dated. As you know, EMIS data is "point in time data" that isn't likely to contain changes that have occurred since it was collected. Having SIS data should make roster verification easier for your administrators and teachers, and provide them with more complete information as they go through the roster verification process.

Despite this, your concerns about agreeing to a data release requesting such information are exceptionally valid and understandable. The MCOECN has FERPA compliant data agreements in place with the ODE, as corroborated by Marianne Mottley of the ODE in the following e-mail exchange. In addition, the MCOECN has data agreements in place with IBM (Student SSID) and AIR (testing vendor).

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said -- the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott -- can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

While I do not have a copy of the data agreement between the ODE and the MCOECN at my disposal, I believe I can get it for you if that's required. FYI, I do have a copy of the IBM and AIR agreements, but am reluctant to include those here without permissive authority from others at the MCOECN to do so. Again, I can ask if you'd like. I'll also include a provision from FERPA guidelines that I believe you've seen previously below my signature line. As I read it, the second paragraph applies to situations such as this.

Sorry for the length of this message. Please let me know how you'd like to proceed. Alternatives I see are as follows.

1. Attempt to obtain sections of or the complete set of agreements between the MCOECN and ODE for your review.
2. Simply agree that we will use EMIS data for Springfield City Schools instead of SIS data and be done with this issue.
3. Have a phone call in an attempt to further clarify issues (perhaps with Marianne Mottley from ODE on the call).
4. Another alternative of your choosing.

Respectfully,
Scott Walthour
Roster Verification Coordinator

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:53 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: FERPA Concern with MCOECN Data Agreement

From: Estrop, David
Sent: Saturday, March 08, 2014 11:54 AM
To: Roster Verification Coordinator
Cc: Thor Sage; Ryan McClay
Subject: Re: FERPA Concern with MCOECN Data Agreement

All I need is an e-mail from Mottley at ODE telling me that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. If that is true, this should be very simple.
Dave

Sent from my iPhone

On Mar 8, 2014, at 10:05 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Dear Superintendent Estrop,

ITC Director Sage has informed me of your FERPA concerns related to the MCOECN data authorization request for roster verification. Specifically, I've seen your request asking someone at ODE to provide written permission with respect to the data release the MCOECN has requested. While I don't work for the ODE, I am coordinating roster verification efforts across the state on their behalf through the MCOECN. I'll offer the following in hope that it can at least clarify issues surrounding your request and provide some alternatives for moving forward.

Forgive me starting with the obvious, but the authorization the MCOECN is seeking requests sanction from you to use your Student Information System (SIS) data for roster verification purposes. To be forthright, EMIS data can and will automatically be used for roster verification purposes if a district that is required to participate chooses not to approve the MCOECN data agreement; however we believe it is a poor substitute for SIS data—because SIS data is so current. The MCOECN would receive this data directly from the ODE. To be clear, the only difference between EMIS and SIS data is how current it is, meaning the MCOECN would end up with the same student/teacher/class data as has been requested, only it would be dated. As you know, EMIS data is "point in time data" that isn't likely to contain changes that have occurred since it was collected. Having SIS data should make roster verification easier for your administrators and teachers, and provide them with more complete information as they go through the roster verification process.

Despite this, your concerns about agreeing to a data release requesting such information are exceptionally valid and understandable. The MCOECN has FERPA compliant data agreements in place with the ODE, as corroborated by Marianne Mottley of the ODE in the following e-mail exchange. In addition, the MCOECN has data agreements in place with IBM (Student SSID) and AIR (testing vendor).

From: Roster Verification Coordinator [mailto:rvcoordinator@mcoecn.org]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [mailto:Marianne.Mottley@education.ohio.gov]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said – the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott – can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

While I do not have a copy of the data agreement between the ODE and the MCOECN at my disposal, I believe I can get it for you if that's required. FYI, I do have a copy of the IBM and AIR agreements, but am reluctant to include those here without permissive authority from others at the MCOECN to do so. Again, I can ask if you'd like. I'll also include a provision from FERPA guidelines that I believe you've seen previously below my signature line. As I read it, the second paragraph applies to situations such as this.

Sorry for the length of this message. Please let me know how you'd like to proceed. Alternatives I see are as follows.

1. Attempt to obtain sections of or the complete set of agreements between the MCOECN and ODE for your review.
2. Simply agree that we will use EMIS data for Springfield City Schools instead of SIS data and be done with this issue.
3. Have a phone call in an attempt to further clarify issues (perhaps with Marianne Mottley from ODE on the call).
4. Another alternative of your choosing.

Respectfully,
Scott Walthour
Roster Verification Coordinator

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:53 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: FERPA Concern with MCOECN Data Agreement

From: Estrop, David
Sent: Wednesday, March 12, 2014 8:21 AM
To: 'Roster Verification Coordinator'
Cc: Thor Sage; Ryan McClay; Baldwin, Lori; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: FERPA Concern with MCOECN Data Agreement

Please use the EMIS data provided by the Ohio Department of Education. Therefore any FERPA concerns are owned by ODE.

My larger concern is that no one apparently thought through this issue in advance, and no one at ODE will own it. Again, all I was asking for was someone at ODE to provide me a written statement that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. I assume that ODE has lawyers who are capable of addressing this matter.

Dr. David Estrop
Superintendent
Springfield City School District

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Wednesday, March 12, 2014 7:31 AM
To: Estrop, David
Cc: Thor Sage; Ryan McClay
Subject: RE: FERPA Concern with MCOECN Data Agreement

Hi David,

Sorry for the delay, but we had a Roster Verification Steering Committee Meeting yesterday and I thought it best to hear feedback from others at that meeting before responding again. And, I should let you know that prior to that meeting Marianne Mottley expressed her reluctance to send the message you requested on Saturday, citing the fact that she's not an attorney and doesn't want to write something that contains what could be considered a legal opinion.

At yesterday's roster verification steering committee meeting the end result of conversations about those with FERPA concerns related to use of local SIS data for Roster Verification purposes was that this is really a local decision. If district administrators are uncomfortable signing the release we will use EMIS data the ODE provides directly to the MCOECN instead. As noted in a previous message (below), the only difference between this data and the SIS data is how current it is.

Please know we understand and respect your views and concerns on this issue. Would you please let me know how you would like to proceed?

My best,
Scott Walthour
Roster Verification Coordinator

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Saturday, March 8, 2014 11:54 AM
To: Roster Verification Coordinator
Cc: Thor Sage; Ryan McClay
Subject: Re: FERPA Concern with MCOECN Data Agreement

All I need is an e-mail from Mottley at ODE telling me that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. If that is true, this should be very simple.
Dave

Sent from my iPhone

On Mar 8, 2014, at 10:05 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Dear Superintendent Estrop,

ITC Director Sage has informed me of your FERPA concerns related to the MCOECN data authorization request for roster verification. Specifically, I've seen your request asking someone at ODE to provide written permission with respect to the data release the MCOECN has requested. While I don't work for the ODE, I am coordinating roster verification efforts across the state on their behalf through the MCOECN. I'll offer the following in hope that it can at least clarify issues surrounding your request and provide some alternatives for moving forward.

Forgive me starting with the obvious, but the authorization the MCOECN is seeking requests sanction from you to use your Student Information System (SIS) data for roster verification purposes. To be forthright, EMIS data can and will automatically be used for roster verification purposes if a district that is required to participate chooses not to approve the MCOECN data agreement; however we believe it is a poor substitute for SIS data—because SIS data is so current. The MCOECN would receive this data directly from the ODE. To be clear, the only difference between EMIS and SIS data is how current it is, meaning the MCOECN would end up with the same student/teacher/class data as has been requested, only it would be dated. As you know, EMIS data is "point in time data" that isn't likely to contain changes that have occurred since it was collected. Having SIS data should make roster verification easier for your administrators and teachers, and provide them with more complete information as they go through the roster verification process.

Despite this, your concerns about agreeing to a data release requesting such information are exceptionally valid and understandable. The MCOECN has FERPA compliant data agreements in place with the ODE, as corroborated by Marianne Mottley of the ODE in the following e-mail exchange. In addition, the MCOECN has data agreements in place with IBM (Student SSID) and AIR (testing vendor).

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said – the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott – can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

While I do not have a copy of the data agreement between the ODE and the MCOECN at my disposal, I believe I can get it for you if that's required. FYI, I do have a copy of the IBM and AIR agreements, but am reluctant to include those here without permissive authority from others at the MCOECN to do so. Again, I can ask if you'd like. I'll also include a provision from FERPA guidelines that I believe you've seen previously below my signature line. As I read it, the second paragraph applies to situations such as this.

Sorry for the length of this message. Please let me know how you'd like to proceed. Alternatives I see are as follows.

1. Attempt to obtain sections of or the complete set of agreements between the MCOECN and ODE for your review.
2. Simply agree that we will use EMIS data for Springfield City Schools instead of SIS data and be done with this issue.
3. Have a phone call in an attempt to further clarify issues (perhaps with Marianne Mottley from ODE on the call).
4. Another alternative of your choosing.

Respectfully,
Scott Walthour
Roster Verification Coordinator

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are

permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:53 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: FERPA Concern with MCOECN Data Agreement

From: Estrop, David
Sent: Wednesday, March 12, 2014 8:25 AM
To: 'Richard, John'
Cc: Shephard, Nikki; Casto, Sherry
Subject: FW: FERPA Concern with MCOECN Data Agreement

John

I wanted to share this with you because it illustrates one of the issues that we often struggle with here in the hinterlands.

Best!

Dave

From: Estrop, David
Sent: Wednesday, March 12, 2014 8:21 AM
To: 'Roster Verification Coordinator'
Cc: Thor Sage; Ryan McClay; Baldwin, Lori; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehne, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: FERPA Concern with MCOECN Data Agreement

Please use the EMIS data provided by the Ohio Department of Education. Therefore any FERPA concerns are owned by ODE.

My larger concern is that no one apparently thought through this issue in advance, and no one at ODE will own it. Again, all I was asking for was someone at ODE to provide me a written statement that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. I assume that ODE has lawyers who are capable of addressing this matter.

Dr. David Estrop
Superintendent
Springfield City School District

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Wednesday, March 12, 2014 7:31 AM
To: Estrop, David
Cc: Thor Sage; Ryan McClay
Subject: RE: FERPA Concern with MCOECN Data Agreement

Hi David,

Sorry for the delay, but we had a Roster Verification Steering Committee Meeting yesterday and I thought it best to hear feedback from others at that meeting before responding again. And, I should let you know that prior to that meeting Marianne Mottley expressed her reluctance to send the message you requested on Saturday, citing the fact that she's not an attorney and doesn't want to write something that contains what could be considered a legal opinion.

At yesterday's roster verification steering committee meeting the end result of conversations about those with FERPA concerns related to use of local SIS data for Roster Verification purposes was that this is really a local decision. If district administrators are uncomfortable signing the release we will use EMIS data the ODE provides directly to the MCOECN instead. As noted in a previous message (below), the only difference between this data and the SIS data is how current it is.

Please know we understand and respect your views and concerns on this issue. Would you please let me know how you would like to proceed?

My best,
Scott Walthour
Roster Verification Coordinator

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Saturday, March 8, 2014 11:54 AM
To: Roster Verification Coordinator
Cc: Thor Sage; Ryan McClay
Subject: Re: FERPA Concern with MCOECN Data Agreement

All I need is an e-mail from Mottley at ODE telling me that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. If that is true, this should be very simple.
Dave

Sent from my iPhone

On Mar 8, 2014, at 10:05 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Dear Superintendent Estrop,

ITC Director Sage has informed me of your FERPA concerns related to the MCOECN data authorization request for roster verification. Specifically, I've seen your request asking someone at ODE to provide written permission with respect to the data release the MCOECN has requested. While I don't work for the ODE, I am coordinating roster verification efforts across the state on their behalf through the MCOECN. I'll offer the following in hope that it can at least clarify issues surrounding your request and provide some alternatives for moving forward.

Forgive me starting with the obvious, but the authorization the MCOECN is seeking requests sanction from you to use your Student Information System (SIS) data for roster verification purposes. To be forthright, EMIS data can and will automatically be used for roster verification purposes if a district that is required to participate chooses not to approve the MCOECN data agreement; however we believe it is a poor substitute for SIS data—because SIS data is so current. The MCOECN would receive this data directly from the ODE. To be clear, the only difference between EMIS and SIS data is how current it is, meaning the MCOECN would end up with the same student/teacher/class data as has been requested, only it would be dated. As you know, EMIS data is "point in time data" that isn't likely to contain changes that have occurred since it was collected. Having SIS data should make roster verification easier

for your administrators and teachers, and provide them with more complete information as they go through the roster verification process.

Despite this, your concerns about agreeing to a data release requesting such information are exceptionally valid and understandable. The MCOECN has FERPA compliant data agreements in place with the ODE, as corroborated by Marianne Mottley of the ODE in the following e-mail exchange. In addition, the MCOECN has data agreements in place with IBM (Student SSID) and AIR (testing vendor).

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said – the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott – can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

While I do not have a copy of the data agreement between the ODE and the MCOECN at my disposal, I believe I can get it for you if that's required. FYI, I do have a copy of the IBM and AIR agreements, but am reluctant to include those here without permissive authority from others at the MCOECN to do so. Again, I can ask if you'd like. I'll also include a provision from FERPA guidelines that I believe you've seen previously below my signature line. As I read it, the second paragraph applies to situations such as this.

Sorry for the length of this message. Please let me know how you'd like to proceed. Alternatives I see are as follows.

1. Attempt to obtain sections of or the complete set of agreements between the MCOECN and ODE for your review.
2. Simply agree that we will use EMIS data for Springfield City Schools instead of SIS data and be done with this issue.

3. Have a phone call in an attempt to further clarify issues (perhaps with Marianne Mottley from ODE on the call).
4. Another alternative of your choosing.

Respectfully,
Scott Walthour
Roster Verification Coordinator

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:54 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: FERPA Concern with MCOECN Data Agreement

From: Estrop, David
Sent: Wednesday, March 12, 2014 11:27 AM
To: 'Thor Sage'
Subject: RE: FERPA Concern with MCOECN Data Agreement

Thor

Thanks much! I could not agree more with you. I sent the entire e-mail stream to ODE Assistant Superintendent John Richard as an example of frustrations here in the hinterlands.

Dave

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Wednesday, March 12, 2014 8:51 AM
To: Estrop, David
Subject: RE: FERPA Concern with MCOECN Data Agreement

Dave,

I'm attempting to take another route through ODE to get the needed clarification. I think that ODE's refusal to provide clarification is remarkable given that roster verification is their sanctioned process. Please stand by while I follow up with Ed Weisenbach and his group. I'll let you know what I find out.

Thanks,

Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Wednesday, March 12, 2014 8:21 AM
To: 'Roster Verification Coordinator'
Cc: Thor Sage; Ryan McClay; Baldwin, Lori; Estrop, David; Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller,

Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: FERPA Concern with MCOECN Data Agreement

Please use the EMIS data provided by the Ohio Department of Education. Therefore any FERPA concerns are owned by ODE.

My larger concern is that no one apparently thought through this issue in advance, and no one at ODE will own it. Again, all I was asking for was someone at ODE to provide me a written statement that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. I assume that ODE has lawyers who are capable of addressing this matter.

Dr. David Estrop
Superintendent
Springfield City School District

From: Roster Verification Coordinator [mailto:rvcoordinator@mcoecn.org]
Sent: Wednesday, March 12, 2014 7:31 AM
To: Estrop, David
Cc: Thor Sage; Ryan McClay
Subject: RE: FERPA Concern with MCOECN Data Agreement

Hi David,

Sorry for the delay, but we had a Roster Verification Steering Committee Meeting yesterday and I thought it best to hear feedback from others at that meeting before responding again. And, I should let you know that prior to that meeting Marianne Mottley expressed her reluctance to send the message you requested on Saturday, citing the fact that she's not an attorney and doesn't want to write something that contains what could be considered a legal opinion.

At yesterday's roster verification steering committee meeting the end result of conversations about those with FERPA concerns related to use of local SIS data for Roster Verification purposes was that this is really a local decision. If district administrators are uncomfortable signing the release we will use EMIS data the ODE provides directly to the MCOECN instead. As noted in a previous message (below), the only difference between this data and the SIS data is how current it is.

Please know we understand and respect your views and concerns on this issue. Would you please let me know how you would like to proceed?

My best,
Scott Walthour
Roster Verification Coordinator

From: Estrop, David [mailto:estrop@spr.k12.oh.us]
Sent: Saturday, March 8, 2014 11:54 AM
To: Roster Verification Coordinator
Cc: Thor Sage; Ryan McClay
Subject: Re: FERPA Concern with MCOECN Data Agreement

All I need is an e-mail from Mottley at ODE telling me that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. If that is true, this should be very simple.

Dave

Sent from my iPhone

On Mar 8, 2014, at 10:05 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Dear Superintendent Estrop,

ITC Director Sage has informed me of your FERPA concerns related to the MCOECN data authorization request for roster verification. Specifically, I've seen your request asking someone at ODE to provide written permission with respect to the data release the MCOECN has requested. While I don't work for the ODE, I am coordinating roster verification efforts across the state on their behalf through the MCOECN. I'll offer the following in hope that it can at least clarify issues surrounding your request and provide some alternatives for moving forward.

Forgive me starting with the obvious, but the authorization the MCOECN is seeking requests sanction from you to use your Student Information System (SIS) data for roster verification purposes. To be forthright, EMIS data can and will automatically be used for roster verification purposes if a district that is required to participate chooses not to approve the MCOECN data agreement; however we believe it is a poor substitute for SIS data—because SIS data is so current. The MCOECN would receive this data directly from the ODE. To be clear, the only difference between EMIS and SIS data is how current it is, meaning the MCOECN would end up with the same student/teacher/class data as has been requested, only it would be dated. As you know, EMIS data is "point in time data" that isn't likely to contain changes that have occurred since it was collected. Having SIS data should make roster verification easier for your administrators and teachers, and provide them with more complete information as they go through the roster verification process.

Despite this, your concerns about agreeing to a data release requesting such information are exceptionally valid and understandable. The MCOECN has FERPA compliant data agreements in place with the ODE, as corroborated by Marianne Mottley of the ODE in the following e-mail exchange. In addition, the MCOECN has data agreements in place with IBM (Student SSID) and AIR (testing vendor).

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said -- the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott -- can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

While I do not have a copy of the data agreement between the ODE and the MCOECN at my disposal, I believe I can get it for you if that's required. FYI, I do have a copy of the IBM and AIR agreements, but am reluctant to include those here without permissive authority from others at the MCOECN to do so. Again, I can ask if you'd like. I'll also include a provision from FERPA guidelines that I believe you've seen previously below my signature line. As I read it, the second paragraph applies to situations such as this.

Sorry for the length of this message. Please let me know how you'd like to proceed. Alternatives I see are as follows.

1. Attempt to obtain sections of or the complete set of agreements between the MCOECN and ODE for your review.
2. Simply agree that we will use EMIS data for Springfield City Schools instead of SIS data and be done with this issue.
3. Have a phone call in an attempt to further clarify issues (perhaps with Marianne Mottley from ODE on the call).
4. Another alternative of your choosing.

Respectfully,
Scott Walthour
Roster Verification Coordinator

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a

legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:54 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: FERPA Concern with MCOECN Data Agreement

From: Estrop, David
Sent: Wednesday, March 12, 2014 11:37 AM
To: Aker, Crystal
Subject: FW: FERPA Concern with MCOECN Data Agreement

Crystal

In response to your e-mail. Please review this entire e-mail stream and then if you have any questions, please see me.

Thanks!

Dave

From: Estrop, David
Sent: Wednesday, March 12, 2014 8:21 AM
To: 'Roster Verification Coordinator'
Cc: Thor Sage; Ryan McClay; Baldwin, Lori; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: FERPA Concern with MCOECN Data Agreement

Please use the EMIS data provided by the Ohio Department of Education. Therefore any FERPA concerns are owned by ODE.

My larger concern is that no one apparently thought through this issue in advance, and no one at ODE will own it. Again, all I was asking for was someone at ODE to provide me a written statement that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. I assume that ODE has lawyers who are capable of addressing this matter.

Dr. David Estrop
Superintendent
Springfield City School District

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Wednesday, March 12, 2014 7:31 AM
To: Estrop, David
Cc: Thor Sage; Ryan McClay
Subject: RE: FERPA Concern with MCOECN Data Agreement

Hi David,

Sorry for the delay, but we had a Roster Verification Steering Committee Meeting yesterday and I thought it best to hear feedback from others at that meeting before responding again. And, I should let you know that prior to that meeting

Marianne Mottley expressed her reluctance to send the message you requested on Saturday, citing the fact that she's not an attorney and doesn't want to write something that contains what could be considered a legal opinion.

At yesterday's roster verification steering committee meeting the end result of conversations about those with FERPA concerns related to use of local SIS data for Roster Verification purposes was that this is really a local decision. If district administrators are uncomfortable signing the release we will use EMIS data the ODE provides directly to the MCOECN instead. As noted in a previous message (below), the only difference between this data and the SIS data is how current it is.

Please know we understand and respect your views and concerns on this issue. Would you please let me know how you would like to proceed?

My best,
Scott Walthour
Roster Verification Coordinator

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Saturday, March 8, 2014 11:54 AM
To: Roster Verification Coordinator
Cc: Thor Sage; Ryan McClay
Subject: Re: FERPA Concern with MCOECN Data Agreement

All I need is an e-mail from Mottley at ODE telling me that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. If that is true, this should be very simple.
Dave

Sent from my iPhone

On Mar 8, 2014, at 10:05 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Dear Superintendent Estrop,

ITC Director Sage has informed me of your FERPA concerns related to the MCOECN data authorization request for roster verification. Specifically, I've seen your request asking someone at ODE to provide written permission with respect to the data release the MCOECN has requested. While I don't work for the ODE, I am coordinating roster verification efforts across the state on their behalf through the MCOECN. I'll offer the following in hope that it can at least clarify issues surrounding your request and provide some alternatives for moving forward.

Forgive me starting with the obvious, but the authorization the MCOECN is seeking requests sanction from you to use your Student Information System (SIS) data for roster verification purposes. To be forthright, EMIS data can and will automatically be used for roster verification purposes if a district that is required to participate chooses not to approve the MCOECN data agreement; however we believe it is a poor substitute for SIS data—because SIS data is so current. The MCOECN would receive this data directly from the ODE. To be clear, the only difference between EMIS and SIS data is how current it is, meaning the MCOECN would end up with the same student/teacher/class data as has been requested, only it would be dated. As you know, EMIS data is "point in time data" that isn't likely to contain changes that have occurred since it was collected. Having SIS data should make roster verification easier for your administrators and teachers, and provide them with more complete information as they go through the roster verification process.

Despite this, your concerns about agreeing to a data release requesting such information are exceptionally valid and understandable. The MCOECN has FERPA compliant data agreements in place with the ODE, as corroborated by Marianne Mottley of the ODE in the following e-mail exchange. In addition, the MCOECN has data agreements in place with IBM (Student SSID) and AIR (testing vendor).

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said – the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott – can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

While I do not have a copy of the data agreement between the ODE and the MCOECN at my disposal, I believe I can get it for you if that's required. FYI, I do have a copy of the IBM and AIR agreements, but am reluctant to include those here without permissive authority from others at the MCOECN to do so. Again, I can ask if you'd like. I'll also include a provision from FERPA guidelines that I believe you've seen previously below my signature line. As I read it, the second paragraph applies to situations such as this.

Sorry for the length of this message. Please let me know how you'd like to proceed. Alternatives I see are as follows.

1. Attempt to obtain sections of or the complete set of agreements between the MCOECN and ODE for your review.
2. Simply agree that we will use EMIS data for Springfield City Schools instead of SIS data and be done with this issue.
3. Have a phone call in an attempt to further clarify issues (perhaps with Marianne Mottley from ODE on the call).
4. Another alternative of your choosing.

Respectfully,
Scott Walthour
Roster Verification Coordinator

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:54 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: FERPA Concern with MCOECN Data Agreement

From: Estrop, David
Sent: Thursday, March 13, 2014 9:42 AM
To: Aker, Crystal
Subject: RE: FERPA Concern with MCOECN Data Agreement

I am not sure this is over. I think that things could change, for instance, we will receive a written confirmation from ODE.
Dave

From: Aker, Crystal
Sent: Thursday, March 13, 2014 7:47 AM
To: Estrop, David
Subject: RE: FERPA Concern with MCOECN Data Agreement

I see – so in conclusion, we will not be completing the roster verification as we have done in previous years due to the FERPA concern and the lack of confirmation from ODE. Battelle/MCOECN will pull the data directly from EMIS for the value-added reports we will receive. I think I have it! :)

Take care,
Crystal

From: Estrop, David
Sent: Wednesday, March 12, 2014 11:37 AM
To: Aker, Crystal
Subject: FW: FERPA Concern with MCOECN Data Agreement

Crystal

In response to your e-mail. Please review this entire e-mail stream and then if you have any questions, please see me.
Thanks!
Dave

From: Estrop, David
Sent: Wednesday, March 12, 2014 8:21 AM
To: 'Roster Verification Coordinator'
Cc: Thor Sage; Ryan McClay; Baldwin, Lori; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: FERPA Concern with MCOECN Data Agreement

Please use the EMIS data provided by the Ohio Department of Education. Therefore any FERPA concerns are owned by ODE.

My larger concern is that no one apparently thought through this issue in advance, and no one at ODE will own it. Again, all I was asking for was someone at ODE to provide me a written statement that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. I assume that ODE has lawyers who are capable of addressing this matter.

Dr. David Estrop
Superintendent
Springfield City School District

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Wednesday, March 12, 2014 7:31 AM
To: Estrop, David
Cc: Thor Sage; Ryan McClay
Subject: RE: FERPA Concern with MCOECN Data Agreement

Hi David,

Sorry for the delay, but we had a Roster Verification Steering Committee Meeting yesterday and I thought it best to hear feedback from others at that meeting before responding again. And, I should let you know that prior to that meeting Marianne Mottley expressed her reluctance to send the message you requested on Saturday, citing the fact that she's not an attorney and doesn't want to write something that contains what could be considered a legal opinion.

At yesterday's roster verification steering committee meeting the end result of conversations about those with FERPA concerns related to use of local SIS data for Roster Verification purposes was that this is really a local decision. If district administrators are uncomfortable signing the release we will use EMIS data the ODE provides directly to the MCOECN instead. As noted in a previous message (below), the only difference between this data and the SIS data is how current it is.

Please know we understand and respect your views and concerns on this issue. Would you please let me know how you would like to proceed?

My best,
Scott Walthour
Roster Verification Coordinator

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Saturday, March 8, 2014 11:54 AM
To: Roster Verification Coordinator
Cc: Thor Sage; Ryan McClay
Subject: Re: FERPA Concern with MCOECN Data Agreement

All I need is an e-mail from Mottley at ODE telling me that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. If that is true, this should be very simple.
Dave

Sent from my iPhone

On Mar 8, 2014, at 10:05 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Dear Superintendent Estrop,

ITC Director Sage has informed me of your FERPA concerns related to the MCOECN data authorization request for roster verification. Specifically, I've seen your request asking someone at ODE to provide written permission with respect to the data release the MCOECN has requested. While I don't work for the ODE, I am coordinating roster verification efforts across the state on their behalf through the MCOECN. I'll offer the following in hope that it can at least clarify issues surrounding your request and provide some alternatives for moving forward.

Forgive me starting with the obvious, but the authorization the MCOECN is seeking requests sanction from you to use your Student Information System (SIS) data for roster verification purposes. To be forthright, EMIS data can and will automatically be used for roster verification purposes if a district that is required to participate chooses not to approve the MCOECN data agreement; however we believe it is a poor substitute for SIS data—because SIS data is so current. The MCOECN would receive this data directly from the ODE. To be clear, the only difference between EMIS and SIS data is how current it is, meaning the MCOECN would end up with the same student/teacher/class data as has been requested, only it would be dated. As you know, EMIS data is “point in time data” that isn't likely to contain changes that have occurred since it was collected. Having SIS data should make roster verification easier for your administrators and teachers, and provide them with more complete information as they go through the roster verification process.

Despite this, your concerns about agreeing to a data release requesting such information are exceptionally valid and understandable. The MCOECN has FERPA compliant data agreements in place with the ODE, as corroborated by Marianne Mottley of the ODE in the following e-mail exchange. In addition, the MCOECN has data agreements in place with IBM (Student SSID) and AIR (testing vendor).

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said – the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott – can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

While I do not have a copy of the data agreement between the ODE and the MCOECN at my disposal, I believe I can get it for you if that's required. FYI, I do have a copy of the IBM and AIR agreements, but am reluctant to include those here without permissive authority from others at the MCOECN to do so. Again, I can ask if you'd like. I'll also include a provision from FERPA guidelines that I believe you've seen previously below my signature line. As I read it, the second paragraph applies to situations such as this.

Sorry for the length of this message. Please let me know how you'd like to proceed. Alternatives I see are as follows.

1. Attempt to obtain sections of or the complete set of agreements between the MCOECN and ODE for your review.
2. Simply agree that we will use EMIS data for Springfield City Schools instead of SIS data and be done with this issue.
3. Have a phone call in an attempt to further clarify issues (perhaps with Marianne Mottley from ODE on the call).
4. Another alternative of your choosing.

Respectfully,
Scott Walthour
Roster Verification Coordinator

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.html>

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:54 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: FERPA Concern with MCOECN Data Agreement

From: Estrop, David
Sent: Thursday, March 13, 2014 9:51 AM
To: Aker, Crystal
Subject: RE: FERPA Concern with MCOECN Data Agreement

Please tell them that when we have verification from ODE that neither the district nor any employee will be found to be violating FERPA, we will proceed or ODE will have to do it themselves.
Dave

From: Aker, Crystal
Sent: Thursday, March 13, 2014 9:44 AM
To: Estrop, David
Subject: RE: FERPA Concern with MCOECN Data Agreement

Got it - I will hold until we hear anything further. Principals and teachers are asking when the verification will start so they can plan.

From: Estrop, David
Sent: Thursday, March 13, 2014 09:41
To: Aker, Crystal
Subject: RE: FERPA Concern with MCOECN Data Agreement

I am not sure this is over. I think that things could change, for instance, we will receive a written confirmation from ODE.
Dave

From: Aker, Crystal
Sent: Thursday, March 13, 2014 7:47 AM
To: Estrop, David
Subject: RE: FERPA Concern with MCOECN Data Agreement

I see – so in conclusion, we will not be completing the roster verification as we have done in previous years due to the FERPA concern and the lack of confirmation from ODE. Battelle/MCOECN will pull the data directly from EMIS for the value-added reports we will receive. I think I have it! ;)

Take care,
Crystal

From: Estrop, David
Sent: Wednesday, March 12, 2014 11:37 AM
To: Aker, Crystal
Subject: FW: FERPA Concern with MCOECN Data Agreement

Crystal

In response to your e-mail. Please review this entire e-mail stream and then if you have any questions, please see me.
Thanks!
Dave

From: Estrop, David
Sent: Wednesday, March 12, 2014 8:21 AM
To: 'Roster Verification Coordinator'
Cc: Thor Sage; Ryan McClay; Baldwin, Lori; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehne, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: FERPA Concern with MCOECN Data Agreement

Please use the EMIS data provided by the Ohio Department of Education. Therefore any FERPA concerns are owned by ODE.

My larger concern is that no one apparently thought through this issue in advance, and no one at ODE will own it. Again, all I was asking for was someone at ODE to provide me a written statement that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. I assume that ODE has lawyers who are capable of addressing this matter.

Dr. David Estrop
Superintendent
Springfield City School District

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Wednesday, March 12, 2014 7:31 AM
To: Estrop, David
Cc: Thor Sage; Ryan McClay
Subject: RE: FERPA Concern with MCOECN Data Agreement

Hi David,

Sorry for the delay, but we had a Roster Verification Steering Committee Meeting yesterday and I thought it best to hear feedback from others at that meeting before responding again. And, I should let you know that prior to that meeting Marianne Mottley expressed her reluctance to send the message you requested on Saturday, citing the fact that she's not an attorney and doesn't want to write something that contains what could be considered a legal opinion.

At yesterday's roster verification steering committee meeting the end result of conversations about those with FERPA concerns related to use of local SIS data for Roster Verification purposes was that this is really a local decision. If district administrators are uncomfortable signing the release we will use EMIS data the ODE provides directly to the MCOECN instead. As noted in a previous message (below), the only difference between this data and the SIS data is how current it is.

Please know we understand and respect your views and concerns on this issue. Would you please let me know how you would like to proceed?

My best,
Scott Walthour
Roster Verification Coordinator

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Saturday, March 8, 2014 11:54 AM

To: Roster Verification Coordinator
Cc: Thor Sage; Ryan McClay
Subject: Re: FERPA Concern with MCOECN Data Agreement

All I need is an e-mail from Mottley at ODE telling me that if I release the information to you I will not be violating any federal and/or state laws, rules and/or regulations. If that is true, this should be very simple.
Dave

Sent from my iPhone

On Mar 8, 2014, at 10:05 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Dear Superintendent Estrop,

ITC Director Sage has informed me of your FERPA concerns related to the MCOECN data authorization request for roster verification. Specifically, I've seen your request asking someone at ODE to provide written permission with respect to the data release the MCOECN has requested. While I don't work for the ODE, I am coordinating roster verification efforts across the state on their behalf through the MCOECN. I'll offer the following in hope that it can at least clarify issues surrounding your request and provide some alternatives for moving forward.

Forgive me starting with the obvious, but the authorization the MCOECN is seeking requests sanction from you to use your Student Information System (SIS) data for roster verification purposes. To be forthright, EMIS data can and will automatically be used for roster verification purposes if a district that is required to participate chooses not to approve the MCOECN data agreement; however we believe it is a poor substitute for SIS data—because SIS data is so current. The MCOECN would receive this data directly from the ODE. To be clear, the only difference between EMIS and SIS data is how current it is, meaning the MCOECN would end up with the same student/teacher/class data as has been requested, only it would be dated. As you know, EMIS data is "point in time data" that isn't likely to contain changes that have occurred since it was collected. Having SIS data should make roster verification easier for your administrators and teachers, and provide them with more complete information as they go through the roster verification process.

Despite this, your concerns about agreeing to a data release requesting such information are exceptionally valid and understandable. The MCOECN has FERPA compliant data agreements in place with the ODE, as corroborated by Marianne Mottley of the ODE in the following e-mail exchange. In addition, the MCOECN has data agreements in place with IBM (Student SSID) and AIR (testing vendor).

From: Roster Verification Coordinator [<mailto:rvcoordinator@mcoecn.org>]
Sent: Tuesday, February 25, 2014 8:20 AM
To: Mottley, Marianne; Thor Sage; Welsenbach, Ed
Cc: Marshall, Toni; Ryan McClay
Subject: RE: Additional Data Needed for Roster Verification

Hi Marianne,

Just a note to let those who haven't been on separate correspondence about this issue know that we will take this up in the Roster Verification Steering Committee later today. I will follow-up after that meeting.

Best,
Scott Walthour
Roster Verification Coordinator

From: Mottley, Marianne [<mailto:Marianne.Mottley@education.ohio.gov>]
Sent: Monday, February 24, 2014 12:09 PM
To: Thor Sage; Weisenbach, Ed
Cc: Marshall, Toni; Roster Verification Coordinator
Subject: RE: Additional Data Needed for Roster Verification

Our ITO office was in charge of actually getting the data sharing agreements set up with BFK and MCOECN. MCOECN would be able to tell you what they signed. I will copy Scott Walthour on this and ask him to respond about the specifics of the agreement that they sent.

As I said – the bottom line is that we DID get agreements signed and our legal people have told us that everyone is covered in terms of no one will be violating FERPA by getting these SIS data into the Link tool.

Scott – can you help Thor with his question about EXACTLY what does your data sharing agreement cover??

Marianne E. Mottley
Assistant Director
Office of Accountability

While I do not have a copy of the data agreement between the ODE and the MCOECN at my disposal, I believe I can get it for you if that's required. FYI, I do have a copy of the IBM and AIR agreements, but am reluctant to include those here without permissive authority from others at the MCOECN to do so. Again, I can ask if you'd like. I'll also include a provision from FERPA guidelines that I believe you've seen previously below my signature line. As I read it, the second paragraph applies to situations such as this.

Sorry for the length of this message. Please let me know how you'd like to proceed. Alternatives I see are as follows.

1. Attempt to obtain sections of or the complete set of agreements between the MCOECN and ODE for your review.
2. Simply agree that we will use EMIS data for Springfield City Schools instead of SIS data and be done with this issue.
3. Have a phone call in an attempt to further clarify issues (perhaps with Marianne Mottley from ODE on the call).
4. Another alternative of your choosing.

Respectfully,
Scott Walthour
Roster Verification Coordinator

Disclosure of Education Records

Under FERPA, a school may not generally disclose personally identifiable information from an eligible student's education records to a third party unless the eligible student has provided written consent. However, there are a number of exceptions to FERPA's prohibition against non-consensual disclosure of personally identifiable information from education records. Under these exceptions, schools are permitted to disclose personally identifiable information from education records without consent, though they are not required to do so. Following is general information regarding some of these exceptions.

One of the exceptions to the prior written consent requirement in FERPA allows "school officials," including teachers, within a school to obtain access to personally identifiable information contained in education records provided the school has determined that they have "legitimate educational interest" in the information. Although the term "school official" is not defined in the statute or regulations, this Office generally interprets the term to include parties such as: professors; instructors; administrators; health staff; counselors; attorneys; clerical staff; trustees; members of committees and disciplinary boards; and a contractor, volunteer or other party to whom the school has outsourced institutional services or functions.

A school must inform eligible students of how it defines the terms "school official" and "legitimate educational interest" in its annual notification of FERPA rights. A school official generally has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Additional information about the annual notification of rights is found below in this guidance document.
<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/students.htm>

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:55 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Confirmation of your participation in Value-Added roster verification

From: Estrop, David
Sent: Wednesday, March 19, 2014 12:26 PM
To: Richard.Ross@education.ohio.gov; 'Richard, John'
Cc: 'Thor Sage'; Casto, Sherry; Weiss, Sandy; Dr. David Estrop (estrop@spr.k12.oh.us); Fish, Kim; Hall, Karen; Jones, Marvin; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: RE: Confirmation of your participation in Value-Added roster verification

I have asked several times (now about 10 times) for someone from the Ohio Department of Education to release me in writing relative to federal and state privacy laws, rules and regulations to provide this information as requested. To date, in spite of several communications, I have not received such. Help!

Dr. David Estrop

Superintendent

Springfield City School District

From: Superintendent@education.ohio.gov [mailto:Superintendent@education.ohio.gov]
Sent: Wednesday, March 19, 2014 10:33 AM
To: Superintendents
Cc: ls_cs-sponsors-rttt@small.ode.state.oh.us
Subject: Confirmation of your participation in Value-Added roster verification
Importance: High

Dear Superintendents,

If your district or school has not already signed up to participate in the statewide roster verification process that begins March 31, I urge you to submit the attached commitment form.

Roster verification is critical for you and your teachers who receive Value-Added measures. It allows your teachers to review their 2013-2014 student rosters and make any corrections needed. This is the best way to ensure that your Value-Added measures for next school year's educator evaluations

accurately reflect the influence of each teacher's instruction on student progress. Reliable, accurate course rosters also will be a big help to you and your teachers as you make instructional decisions for the girls and boys of your district or school.

Teachers will not be able to modify their rosters after the verification period. If your district chooses not to participate in roster verification, data from the department's Educational Management Information System (EMIS) will serve as the sole source for their classroom rosters. It's important that you not pass up the opportunity for your teachers to submit roster information that is not captured in EMIS, such as instructional time and co-teaching. Otherwise, your teachers' Value-Added scores may not be based on the most complete information.

Training sessions about roster verification begin soon for Ohio principals, building-level leaders and teachers who are either new to this process, or would like a refresher. I encourage principals who are overseeing roster verification for the first time to select one of the half-day, in-person trainings that begin March 31 at one of five regional locations. Experienced principals and teachers can select a one-hour webinar tailored to their needs.

See the complete training schedule and register for a session in STARS through your SAFE account. The training schedule flyer and other resources to help your district prepare for roster verification are available on the department's website.

Please confirm your participation in roster verification as soon as possible by signing the enclosed form and faxing it to (614) 728-2627, or scanning and sending it as an attachment to VAinformation@education.ohio.gov.

Sincerely,

Dr. Richard A. Ross
Superintendent of Public Instruction

PLEASE NOTE: This message and any response to it may constitute a public record, and therefore may be available upon request in accordance with Ohio public records law. (ORC 149.43)

?

?

You are currently subscribed to ls_pubsupt as: estrop@spr.k12.oh.us .

To unsubscribe send a blank email to leave-60943-156337.b7fbb1be4fc5ba38065341a73effa9b7@lsmail.ode.state.oh.us

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:55 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

From: Estrop, David
Sent: Tuesday, April 15, 2014 1:18 PM
To: LEADERSHIP TEAM
Cc: Sherry Casto (casto@spr.k12.oh.us); Sandy Weiss (weiss@spr.k12.oh.us)
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

All

We will take this discussion up at Cabinet (Karen and Crystal please join us) on Monday and provide clarification to you.

Thanks!

Dave

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Tuesday, April 15, 2014 1:09 PM
To: Karen Wilson; Samuels, Susie; Scott, Cathie; Cross, Gary; Hudepohl, Vicki; Dillard, Cynthia; Willson, Michael; Dorsey, Nena; Brigham, Monte; Watkins, Kimberly; Sanchez, Cristina; Clark, Jason; Swanson, Roy; 'cross@spr.k12.oh.us'; Farnbaugh, Cheryl; Estrop, David; Aker, Crystal; Baldwin, Lori
Cc: Annette Puckett
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Dear Dr. Estrop and All,

There seems to be some confusion about Roster Verification for your district. Roster Verification (RV) is to be completed for the benefit of your teachers and their respective value-added scores. Due to the lack of FERPA clarification, Springfield City Schools opted not to use SIS data to populate the RV tool. As a result, the RV tool was populated with roster data that ODE already had after the October data submission. This ultimately has nothing to do with completing the Roster Verification process and only means that roster data in the tool could be a bit dated. If the district opts not to complete Roster Verification, the value-added score that ties student performance to the teacher will be calculated based on October rosters and teachers will have no opportunity to specify which students actually received direct instruction from them. The RV process ensures that the value-added scores are as accurate as possible.

Please read Karen's email below and decide internally whether you wish to give your teachers the opportunity to verify the accuracy of the rosters that will be used for calculating the value-added score on their evaluations. Please keep in mind that, due to the automation of this process, ongoing email communication with building principals and teachers may continue even if you do not participate. Therefore, it will be necessary to communicate with everyone in the district as to how they should handle the various RV notifications.

Please let me know if there are any additional questions.

Thanks,

Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Karen Wilson
Sent: Tuesday, April 15, 2014 11:02 AM
To: 'samuels@spr.k12.oh.us'; Scott, Cathle (Scottcl@spr.k12.oh.us); 'crossgl@spr.k12.oh.us'; 'hudepohlvl@spr.k12.oh.us'; 'dillardcw@spr.k12.oh.us'; 'wilsonmd@spr.k12.oh.us'; 'dorsey@spr.k12.oh.us'; 'brigham@spr.k12.oh.us'; 'watkinsks@spr.k12.oh.us'; 'sanchezcs@spr.k12.oh.us'; 'clarkjr@spr.k12.oh.us'; 'swansonra@spr.k12.oh.us'; 'cross@spr.k12.oh.us'; 'farnbaughca@spr.k12.oh.us'
Cc: Karen Wilson; Annette Puckett; Thor Sage
Subject: ****IMPORTANT**** Roster Verification Principal Setup Deadline
Importance: High

Good morning,

The deadline for Principal setup is today. Tomorrow your teachers will be sent an email indicating that they can log in and start verifying their rosters. As of today only 2 buildings have completed the process. Please log into LINK <https://link.mcoecn.org/Core/ApplicationLogin.aspx> and complete the Principal Setup as soon as possible. Once you have reviewed your teachers and courses please click the Setup Complete button. I am including a link to the webinars that were available to principals to review the link process. <http://www.mcoecn.org/roster-verification/training-resources/pd-events/> you may replay any of the ones listed, or contact Annette Puckett, puckett@mveca.org, 937-767-1468 ext. 3117 or myself Karen Wilson, wilson@mveca.org 937-767-1468 ext. 3115 if you have any questions or concerns.

Thanks for your time and effort on this!

[My Portal](#) > [Manage Link Completion](#) > [Organization Link](#) > [School Setup](#) > [Class View](#)

School Setup - Class View

Class View	Staff View	Subject View	Grade View
School: Hayward Middle School (015735)		District: Springfield City	
Show: <input type="checkbox"/> Staff with Classes	<input checked="" type="checkbox"/>	for Content Area: All	<input type="checkbox"/> ADD STAFF

Below is a chart showing the buildings and their progress so far and

School	School Status			Staff Completion					School Approval	
	Not Started	In Process	Completed	Teaching Staff	Not Started	In Process	Completed	Approved		
Clark Center				0					N	ACTIO
Fulton Elementary School	N	N	Y	10	100%	0%	0%	0%	N	ACTIO
Hayward Middle School	Y	N	N	17	100%	0%	0%	0%	N	ACTIO
Keifer Academy	Y	N	N	9	100%	0%	0%	0%	N	ACTIO
Kenton Elementary School	Y	N	N	10	100%	0%	0%	0%	N	ACTIO
Kenwood Elementary	N	Y	N	10	100%	0%	0%	0%	N	ACTIO
Lagonda Elementary School	Y	N	N	9	100%	0%	0%	0%	N	ACTIO
Lincoln Elementary School	Y	N	N	9	100%	0%	0%	0%	N	ACTIO
Mann Elementary School	Y	N	N	8	100%	0%	0%	0%	N	ACTIO
Perrin Woods Elementary School	Y	N	N	9	100%	0%	0%	0%	N	ACTIO
Roosevelt Middle School	Y	N	N	18	100%	0%	0%	0%	N	ACTIO
Schaefer Middle School	N	Y	N	7	100%	0%	0%	0%	N	ACTIO
Snowhill Elementary School	Y	N	N	6	100%	0%	0%	0%	N	ACTIO
Snyder Park Elementary School	N	N	Y	9	100%	0%	0%	0%	N	ACTIO
Springfield High School				0						ACTIO
Warder Park-Wayne Elementary School	Y	N	N	11	100%	0%	0%	0%	N	ACTIO
Totals	71%	14%	14%	142	100%	0%	0%	0%	0%	

Karen Wilson & Annette Puckett

MVECA Roster Verification Support Team

Phone: (937) 767-1468

Fax: (937) 767-1793



Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:55 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

From: Estrop, David
Sent: Tuesday, April 15, 2014 1:19 PM
To: 'Thor Sage'
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Thor
FYI
Dave

From: Estrop, David
Sent: Tuesday, April 15, 2014 1:18 PM
To: LEADERSHIP TEAM
Cc: Sherry Casto (casto@spr.k12.oh.us); Sandy Weiss (weiss@spr.k12.oh.us)
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

All

We will take this discussion up at Cabinet (Karen and Crystal please join us) on Monday and provide clarification to you.
Thanks!
Dave

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Tuesday, April 15, 2014 1:09 PM
To: Karen Wilson; Samuels, Susie; Scott, Cathie; Cross, Gary; Hudepohl, Vicki; Dillard, Cynthia; Wilson, Michael; Dorsey, Nena; Brigham, Monte; Watkins, Kimberly; Sanchez, Cristina; Clark, Jason; Swanson, Roy; 'cross@spr.k12.oh.us'; Farnbaugh, Cheryl; Estrop, David; Aker, Crystal; Baldwin, Lori
Cc: Annette Puckett
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Dear Dr. Estrop and All,

There seems to be some confusion about Roster Verification for your district. Roster Verification (RV) is to be completed for the benefit of your teachers and their respective value-added scores. Due to the lack of FERPA clarification, Springfield City Schools opted not to use SIS data to populate the RV tool. As a result, the RV tool was populated with roster data that ODE already had after the October data submission. This ultimately has nothing to do with completing the Roster Verification process and only means that roster data in the tool could be a bit dated. If the district opts not to complete Roster Verification, the value-added score that ties student performance to the teacher will be calculated based on October rosters and teachers will have no opportunity to specify which students actually received direct instruction from them. The RV process ensures that the value-added scores are as accurate as possible. Please read Karen's email below and decide internally whether you wish to give your teachers the opportunity to verify the accuracy of the rosters that will be used for calculating the value-added score on their evaluations. Please keep in mind that, due to the automation of this process, ongoing email communication with building principals and teachers may continue even if you do not participate. Therefore, it will be necessary to communicate with everyone in the district as to how they should handle the various RV notifications.

Please let me know if there are any additional questions.
Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Karen Wilson
Sent: Tuesday, April 15, 2014 11:02 AM
To: 'samuels@spr.k12.oh.us'; Scott, Cathie (Scottcl@spr.k12.oh.us); 'crossgl@spr.k12.oh.us'; 'hudepohlvl@spr.k12.oh.us'; 'dillardcw@spr.k12.oh.us'; 'wilsonmd@spr.k12.oh.us'; 'dorsey@spr.k12.oh.us'; 'brigham@spr.k12.oh.us'; 'watkinsks@spr.k12.oh.us'; 'sanchezcs@spr.k12.oh.us'; 'clarkjr@spr.k12.oh.us'; 'swansonra@spr.k12.oh.us'; 'cross@spr.k12.oh.us'; 'farnbaughca@spr.k12.oh.us'
Cc: Karen Wilson; Annette Puckett; Thor Sage
Subject: ****IMPORTANT**** Roster Verification Principal Setup Deadline
Importance: High

Good morning,

The deadline for Principal setup is today. Tomorrow your teachers will be sent an email indicating that they can log in and start verifying their rosters. As of today only 2 buildings have completed the process. Please log into LINK <https://link.mcoecn.org/Core/ApplicationLogin.aspx> and complete the Principal Setup as soon as possible. Once you have reviewed your teachers and courses please click the Setup Complete button. I am including a link to the webinars that were available to principals to review the link process. <http://www.mcoecn.org/roster-verification/training-resources/pd-events/> you may replay any of the ones listed, or contact Annette Puckett, puckett@mveca.org, 937-767-1468 ext. 3117 or myself Karen Wilson, wilson@mveca.org 937-767-1468 ext. 3115 if you have any questions or concerns.

Thanks for your time and effort on this!

[My Portal](#) > [Manage Link Completion](#) > [Organization Link](#) > [School Setup - Class View](#)

School Setup - Class View

Class View	Staff View	Subject View	Grade View
------------	------------	--------------	------------

School: Hayward Middle School (015735)	District: Springfield City
Show: <input type="checkbox"/> Staff with Classes <input checked="" type="checkbox"/> for Content Area: <input type="checkbox"/> All <input checked="" type="checkbox"/>	<input type="button" value="ADD STAFF"/>

Below is a chart showing the buildings and their progress so far and

School	School Setup			# Teaching Staff	Staff Completion				School Approved
	Not Started	In Process	Completed		Not Started	In Process	Completed	Approved	
Clark Center				0					ACTIO
Fulton Elementary School	N	N	Y	10	100%	0%	0%	0%	N ACTIO
Hayward Middle School	Y	N	N	17	100%	0%	0%	0%	N ACTIO
Kelley Academy	Y	N	N	9	100%	0%	0%	0%	N ACTIO
Kenton Elementary School	Y	N	N	10	100%	0%	0%	0%	N ACTIO
Kenwood Elementary School	N	Y	N	10	100%	0%	0%	0%	N ACTIO
Lagonda Elementary School	Y	N	N	9	100%	0%	0%	0%	N ACTIO
Lincoln Elementary School	Y	N	N	9	100%	0%	0%	0%	N ACTIO
Mann Elementary School	Y	N	N	8	100%	0%	0%	0%	N ACTIO
Perrin Woods Elementary School	Y	N	N	9	100%	0%	0%	0%	N ACTIO
Roosevelt Middle School	Y	N	N	18	100%	0%	0%	0%	N ACTIO
Schaefer Middle School	N	Y	N	7	100%	0%	0%	0%	N ACTIO
Snowhill Elementary School	Y	N	N	8	100%	0%	0%	0%	N ACTIO
Snyder Park Elementary School	N	N	Y	9	100%	0%	0%	0%	N ACTIO
Springfield High School	-	-	-	0					ACTIO
Warder Park-Wayne Elementary School	Y	N	N	11	100%	0%	0%	0%	N ACTIO
Totals	71%	14%	14%	142	100%	0%	0%	0%	0%

Karen Wilson + Annette Puckett

MVECA Roster Verification Support Team

Phone: (937) 767-1468

Fax: (937) 767-1793

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:56 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

From: Estrop, David
Sent: Tuesday, April 15, 2014 2:39 PM
To: Aker, Crystal
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

No, but the now the question is do we want to update?

From: Aker, Crystal
Sent: Tuesday, April 15, 2014 1:29 PM
To: Estrop, David
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Dave - just to clarify, we are holding our same position, correct? I just don't want to miss today's deadline that Karen Wilson indicates in the first email should we be making a different decision.

Thanks so much! :)
Crystal

From: Estrop, David
Sent: Tuesday, April 15, 2014 13:18
To: LEADERSHIP TEAM
Cc: Casto, Sherry; Weiss, Sandy
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

All

We will take this discussion up at Cabinet (Karen and Crystal please join us) on Monday and provide clarification to you.
Thanks!
Dave

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Tuesday, April 15, 2014 1:09 PM
To: Karen Wilson; Samuels, Susie; Scott, Cathie; Cross, Gary; Hudepohl, Vicki; Dillard, Cynthia; Wilson, Michael; Dorsey, Nena; Brigham, Monte; Watkins, Kimberly; Sanchez, Cristina; Clark, Jason; Swanson, Roy; 'cross@spr.k12.oh.us'; Farnbaugh, Cheryl; Estrop, David; Aker, Crystal; Baldwin, Lori
Cc: Annette Puckett
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Dear Dr. Estrop and All,

There seems to be some confusion about Roster Verification for your district. Roster Verification (RV) is to be completed for the benefit of your teachers and their respective value-added scores. Due to the lack of FERPA clarification, Springfield City Schools opted not to use SIS data to populate the RV tool. As a result, the RV tool was populated with roster data that ODE already had after the October data submission. This ultimately has nothing to do with completing the Roster Verification process and only means that roster data in the tool could be a bit dated. If the district opts not to

complete Roster Verification, the value-added score that ties student performance to the teacher will be calculated based on October rosters and teachers will have no opportunity to specify which students actually received direct instruction from them. The RV process ensures that the value-added scores are as accurate as possible.

Please read Karen's email below and decide internally whether you wish to give your teachers the opportunity to verify the accuracy of the rosters that will be used for calculating the value-added score on their evaluations. Please keep in mind that, due to the automation of this process, ongoing email communication with building principals and teachers may continue even if you do not participate. Therefore, it will be necessary to communicate with everyone in the district as to how they should handle the various RV notifications.

Please let me know if there are any additional questions.

Thanks,
Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Karen Wilson
Sent: Tuesday, April 15, 2014 11:02 AM
To: 'samuels@spr.k12.oh.us'; Scott, Cathie (Scottcl@spr.k12.oh.us); 'crossgl@spr.k12.oh.us'; 'hudepohlvl@spr.k12.oh.us'; 'dillardcw@spr.k12.oh.us'; 'wilsonmd@spr.k12.oh.us'; 'dorsey@spr.k12.oh.us'; 'brigham@spr.k12.oh.us'; 'watkinsks@spr.k12.oh.us'; 'sanchezcs@spr.k12.oh.us'; 'clarkjr@spr.k12.oh.us'; 'swansonra@spr.k12.oh.us'; 'cross@spr.k12.oh.us'; 'farnbaughca@spr.k12.oh.us'
Cc: Karen Wilson; Annette Puckett; Thor Sage
Subject: ****IMPORTANT**** Roster Verification Principal Setup Deadline
Importance: High

Good morning,

The deadline for Principal setup is today. Tomorrow your teachers will be sent an email indicating that they can log in and start verifying their rosters. As of today only 2 buildings have completed the process. Please log into LINK <https://link.mcoecn.org/Core/ApplicationLogin.aspx> and complete the Principal Setup as soon as possible. Once you have reviewed your teachers and courses please click the Setup Complete button. I am including a link to the webinars that were available to principals to review the link process. <http://www.mcoecn.org/roster-verification/training-resources/pd-events/> you may replay any of the ones listed, or contact Annette Puckett, puckett@mveca.org, 937-767-1468 ext. 3117 or myself Karen Wilson, wilson@mveca.org 937-767-1468 ext. 3115 if you have any questions or concerns.

Thanks for your time and effort on this!

School Setup - Class View

Class View	Staff View	Subject View	Grade View
------------	------------	--------------	------------

School: Hayward Middle School (015735)	District: Springfield City	
Show: <input type="checkbox"/> Staff with Classes	<input checked="" type="checkbox"/> for Content Area: <input type="checkbox"/> All	<input type="checkbox"/> ADD STAFF

Below is a chart showing the buildings and their progress so far and

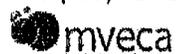
School	School Setup			Staff Completion					School Approval
	Not Started	In Process	Completed	A Teaching Staff	Not Started	In Process	Completed	Approved	
Clark Center				0					ACTIO
Patton Elementary School	N	N	Y	10	100%	0%	0%	0%	N ACTIO
Hayward Middle School	Y	N	N	17	100%	0%	0%	0%	N ACTIO
Keifer Academy	Y	N	N	9	100%	0%	0%	0%	N ACTIO
Kenton Elementary School	Y	N	N	10	100%	0%	0%	0%	N ACTIO
Kenwood Elementary	N	Y	N	10	100%	0%	0%	0%	N ACTIO
Legonda Elementary School	Y	N	N	9	100%	0%	0%	0%	N ACTIO
Lincoln Elementary School	Y	N	N	9	100%	0%	0%	0%	N ACTIO
Mann Elementary School	Y	N	N	8	100%	0%	0%	0%	N ACTIO
Perrin Woods Elementary School	Y	N	N	8	100%	0%	0%	0%	N ACTIO
Roosevelt Middle School	Y	N	N	18	100%	0%	0%	0%	N ACTIO
Schaefer Middle School	N	Y	N	7	100%	0%	0%	0%	N ACTIO
Snowhill Elementary School	Y	N	N	6	100%	0%	0%	0%	N ACTIO
Snyder Park Elementary School	N	N	Y	9	100%	0%	0%	0%	N ACTIO
Springfield High School				0					ACTIO
Warder Park-Wayne Elementary School	Y	N	N	11	100%	0%	0%	0%	N ACTIO
Totals	71%	14%	14%	142	100%	0%	0%	0%	0%

Karen Wilson & Annette Puckett

MVECA Roster Verification Support Team

Phone: (937) 767-1468

Fax: (937) 767-1793



Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:56 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

From: Estrop, David
Sent: Tuesday, April 15, 2014 2:50 PM
To: Aker, Crystal
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Why don't you raise it with ODE and let's see what they say to you. Should be interesting.

From: Aker, Crystal
Sent: Tuesday, April 15, 2014 2:48 PM
To: Estrop, David
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

OK - the difficulty will be is that today appears to be the deadline for getting this completed with the principal setup. Also, the issue is that we would still be submitting the data to Battelle via the roster verification process - is this what we want to do without ODE's assurance about FERPA?

From: Estrop, David
Sent: Tuesday, April 15, 2014 14:39
To: Aker, Crystal
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

No, but the now the question is do we want to update?

From: Aker, Crystal
Sent: Tuesday, April 15, 2014 1:29 PM
To: Estrop, David
Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Dave - just to clarify, we are holding our same position, correct? I just don't want to miss today's deadline that Karen Wilson indicates in the first email should we be making a different decision.

Thanks so much! :)
Crystal

From: Estrop, David
Sent: Tuesday, April 15, 2014 13:18
To: LEADERSHIP TEAM
Cc: Casto, Sherry; Weiss, Sandy
Subject: FW: ****IMPORTANT**** Roster Verification Principal Setup Deadline

All
We will take this discussion up at Cabinet (Karen and Crystal please join us) on Monday and provide clarification to you.
Thanks!

Dave

From: Thor Sage [mailto:sage@mveca.org]

Sent: Tuesday, April 15, 2014 1:09 PM

To: Karen Wilson; Samuels, Susie; Scott, Cathie; Cross, Gary; Hudepohl, Vicki; Dillard, Cynthia; Wilson, Michael; Dorsey, Nena; Brigham, Monte; Watkins, Kimberly; Sanchez, Cristina; Clark, Jason; Swanson, Roy; 'cross@spr.k12.oh.us'; Farnbaugh, Cheryl; Estrop, David; Aker, Crystal; Baldwin, Lori

Cc: Annette Puckett

Subject: RE: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Dear Dr. Estrop and All,

There seems to be some confusion about Roster Verification for your district. Roster Verification (RV) is to be completed for the benefit of your teachers and their respective value-added scores. Due to the lack of FERPA clarification, Springfield City Schools opted not to use SIS data to populate the RV tool. As a result, the RV tool was populated with roster data that ODE already had after the October data submission. This ultimately has nothing to do with completing the Roster Verification process and only means that roster data in the tool could be a bit dated. If the district opts not to complete Roster Verification, the value-added score that ties student performance to the teacher will be calculated based on October rosters and teachers will have no opportunity to specify which students actually received direct instruction from them. The RV process ensures that the value-added scores are as accurate as possible.

Please read Karen's email below and decide internally whether you wish to give your teachers the opportunity to verify the accuracy of the rosters that will be used for calculating the value-added score on their evaluations. Please keep in mind that, due to the automation of this process, ongoing email communication with building principals and teachers may continue even if you do not participate. Therefore, it will be necessary to communicate with everyone in the district as to how they should handle the various RV notifications.

Please let me know if there are any additional questions.

Thanks,

Thor

Thor Sage

Executive Director

Miami Valley Educational Computer Association

937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

From: Karen Wilson

Sent: Tuesday, April 15, 2014 11:02 AM

To: 'samuels@spr.k12.oh.us'; Scott, Cathie (Scottcl@spr.k12.oh.us); 'crossgl@spr.k12.oh.us'; 'hudepohlvl@spr.k12.oh.us'; 'dillardcw@spr.k12.oh.us'; 'wilsonmd@spr.k12.oh.us'; 'dorsey@spr.k12.oh.us'; 'brigham@spr.k12.oh.us'; 'watkinsks@spr.k12.oh.us'; 'sanchezcs@spr.k12.oh.us'; 'clarkjr@spr.k12.oh.us'; 'swansonra@spr.k12.oh.us'; 'cross@spr.k12.oh.us'; 'farnbaughca@spr.k12.oh.us'

Cc: Karen Wilson; Annette Puckett; Thor Sage

Subject: ****IMPORTANT**** Roster Verification Principal Setup Deadline

Importance: High

Good morning,

The deadline for Principal setup is today. Tomorrow your teachers will be sent an email indicating that they can log in and start verifying their rosters. As of today only 2 buildings have completed the process. Please log into LINK <https://link.mcoecn.org/Core/ApplicationLogin.aspx> and complete the Principal Setup as soon as possible. Once you have reviewed your teachers and courses please click the Setup Complete button. I am including a link to the webinars that were available to principals to review the link process. <http://www.mcoecn.org/roster-verification/training-resources/pd-events/> you may replay any of the ones listed, or contact Annette Puckett, puckett@mveca.org, 937-767-1468 ext. 3117 or myself Karen Wilson, wilson@mveca.org 937-767-1468 ext. 3115 if you have any questions or concerns.

Thanks for your time and effort on this!

[My Portal](#) > [Manage Link Completion](#) > [Organization Link](#) > School Setup > Class View

School Setup - Class View

Class View	Staff View	Subject View	Grade View
School: Hayward Middle School (015735)		District: Springfield City	
Show: Staff with Classes	<input checked="" type="checkbox"/>	for Content Area: All	<input checked="" type="checkbox"/> ADD STAFF

Below is a chart showing the buildings and their progress so far and

School	School Status			Teaching Staff	Staff Completion				School Approval	
	Not Started	In Progress	Completed		Not Started	In Progress	Completed	Approved		
Clark Center				0					N	ACTIO
Fulton Elementary School	N	N	Y	10	100%	0%	0%	0%	N	ACTIO
Hayward Middle School	Y	N	N	17	100%	0%	0%	0%	N	ACTIO
Keifer Academy	Y	N	N	9	100%	0%	0%	0%	N	ACTIO
Kenton Elementary School	Y	N	N	10	100%	0%	0%	0%	N	ACTIO
Kenwood Elementary	N	Y	N	10	100%	0%	0%	0%	N	ACTIO
Lagonda Elementary School	Y	N	N	9	100%	0%	0%	0%	N	ACTIO
Lincoln Elementary School	Y	N	N	9	100%	0%	0%	0%	N	ACTIO
Mann Elementary School	Y	N	N	8	100%	0%	0%	0%	N	ACTIO
Parrin Woods Elementary School	Y	N	N	9	100%	0%	0%	0%	N	ACTIO
Roosevelt Middle School	Y	N	N	18	100%	0%	0%	0%	N	ACTIO
Schaefer Middle School	N	Y	N	7	100%	0%	0%	0%	N	ACTIO
Snowhill Elementary School	Y	N	N	0	100%	0%	0%	0%	N	ACTIO
Snyder Park Elementary School	N	N	Y	9	100%	0%	0%	0%	N	ACTIO
Springfield High School				0						ACTIO
Warder Park-Wayne Elementary School	Y	N	N	11	100%	0%	0%	0%	N	ACTIO
Totals	71%	14%	14%	142	100%	0%	0%	0%	0%	

Karen Wilson & Annette Puckett

MVECA Roster Verification Support Team

Phone: (937) 767-1468

Fax: (937) 767-1793



Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:56 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: email link

From: Estrop, David
Sent: Tuesday, April 29, 2014 12:51 PM
To: Roster Verification Coordinator
Cc: Aker, Crystal; Melissa Balbaugh; sage@mveca.org; Deborah Barbee; John Richard; Richard A. Ross
Subject: Re: email link

I am still very concerned about the inability of ODE to assure me that by authorizing this, I am not violating state or federal student privacy laws, rules or regulations. I feel left swinging in the wind.

Dave

Sent from my iPhone

On Apr 29, 2014, at 11:30 AM, "Roster Verification Coordinator" <rvcoordinator@mcoecn.org> wrote:

Hi David,

Great, we'll send the MCOECN Data Authorization Release to your e-mail address ASAP. So that you can look for it more easily, please know the "From" e-mail address is request@oecn.org.

And, just to be clear about what will happen... Once you've approved the data release by clicking the "I Authorize" link the EMIS data that was loaded previously will be deleted, along with any work that been accomplished to date. From what I can see in the BFK Link® application it looks like three buildings have completed School Setup, but in no cases do I see where teachers have begun verifying rosters (good news).

If you have any questions please don't hesitate to call. My cell is 419.796.7884.

My best,
Scott Walthour
Roster Verification Coordinator

P.S. Very sorry to read about Jeffery Wellington's death, I'm sure these are extremely trying times for many in the district and beyond. You have my sincere sympathies.

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Tuesday, April 29, 2014 10:46 AM
To: Roster Verification Coordinator
Cc: Aker, Crystal
Subject: email link

Scott:

Could you send me the email link to grant MCOECN permission to work with our data for linkage/roster verification?

Thanks,
David Estrop
Superintendent
Springfield City School District

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:57 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Roster Verification deadline tomorrow

From: Estrop, David
Sent: Monday, June 02, 2014 3:19 PM
To: Aker, Crystal; 'Thor Sage'
Subject: RE: Roster Verification deadline tomorrow

I thought ODE gave us an extension because of their illegal request?
Dave

From: Aker, Crystal
Sent: Monday, June 02, 2014 2:10 PM
To: 'Thor Sage'; Estrop, David
Subject: RE: Roster Verification deadline tomorrow

I have been touching base with all buildings each day since Wednesday ... tomorrow I am going to call each principal who is still not done so they can be completed. :)

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Monday, June 02, 2014 2:08 PM
To: Aker, Crystal; Estrop, David
Subject: Roster Verification deadline tomorrow

David and Crystal,

It appears that good progress has been made in verifying your rosters. However, as of today, the following buildings are incomplete:

Fulton
Hayward MS
Horace Mann
Keifer Academy
Lagonda
Perrin Woods
Roosevelt MS
Schaefer MS
Simon Kenton
Snowhill Elem
Warder Park

Please let us know if there is anything we can do to assist you in completing the process. The deadline for verification is tomorrow.

Thanks in advance for anything you can do to finish this out.

Thor

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101



Not-for-profit Technology Services for Education and Local Governments

Scott A. Sollmann

From: Estrop, David <estrop@spr.k12.oh.us>
Sent: Thursday, December 18, 2014 11:57 AM
To: Osborn, Katy; Scott A. Sollmann
Subject: FW: Roster Verification deadline tomorrow

From: Estrop, David
Sent: Monday, June 02, 2014 4:08 PM
To: Thor Sage
Cc: Aker, Crystal
Subject: Re: Roster Verification deadline tomorrow

Thanks for the reminder.
Dave

Sent from my iPhone

On Jun 2, 2014, at 3:29 PM, "Thor Sage" <sage@mveca.org> wrote:

Dave,
They did provide an extension of the teacher verification window. Below is the email that was sent over by Scott Walthour when we got the go ahead to begin verification.

Hi Crystal,

Thanks for hanging in there with us... I think we're almost there. MVECA has confirmed that Springfield's SIS data is loaded in BFK Link®. Karen Wilson and I checked that data, comparing DASL info with what was loaded for a few students with atypical "end dates." Everything matched so we are hoping SIS data really helps Springfield teachers complete roster verification.

Per our conversation, we will make **11:59 p.m. on May 28th** the deadline for teacher roster verification. This will give principals a relatively short time to finish up the Review and Approval phase, but they ***can*** begin reviewing and approving rosters as soon as individual teachers complete their verifications—they don't have to wait until the end of the teacher roster verification period. And, as I mentioned yesterday, June 3rd is a hard-stop date. Roster Verification will not be extended beyond that date.

I also wanted to follow-up to make sure you know we have a number of electronic training resources for principals and teachers. First, we have two self-paced learning modules—one for principals; the other for teachers. Those completing the quiz at the end of these modules can print out a certificate with contact hours for consideration of CEU credit. Second, we have several webinar recordings from the online training sessions we held for principals and teachers (please click the "replay" links to view these).

For support, MVECA stands ready to assist Springfield educators with roster verification and our RV State Support Team is available from 8 a.m. – 4:30 p.m. weekdays at 1-855-396-2229.

In addition, feel free to call my cell at 419-796-7884 if you have questions or concerns.

Thank you!
Scott Walthour
Roster Verification Coordinator

Thor Sage
Executive Director
Miami Valley Educational Computer Association
937-767-1468 x3101

<image001.jpg>
Not-for-profit Technology Services for Education and Local Governments

From: Estrop, David [<mailto:estrop@spr.k12.oh.us>]
Sent: Monday, June 02, 2014 3:19 PM
To: Aker, Crystal; Thor Sage
Subject: RE: Roster Verification deadline tomorrow

I thought ODE gave us an extension because of their illegal request?
Dave

From: Aker, Crystal
Sent: Monday, June 02, 2014 2:10 PM
To: 'Thor Sage'; Estrop, David
Subject: RE: Roster Verification deadline tomorrow

I have been touching base with all buildings each day since Wednesday -- tomorrow I am going to call each principal who is still not done so they can be completed. :)

From: Thor Sage [<mailto:sage@mveca.org>]
Sent: Monday, June 02, 2014 2:08 PM
To: Aker, Crystal; Estrop, David
Subject: Roster Verification deadline tomorrow

David and Crystal,
It appears that good progress has been made in verifying your rosters. However, as of today, the following buildings are incomplete:

Fulton
Hayward MS
Horace Mann
Keifer Academy
Lagonda
Perrin Woods
Roosevelt MS
Schaefer MS
Simon Kenton
Snowhill Elem
Warder Park

Please let us know if there is anything we can do to assist you in completing the process. The deadline for verification is tomorrow.

Thanks in advance for anything you can do to finish this out.

Thor

Thor Sage

Executive Director

Miami Valley Educational Computer Association

937-767-1468 x3101

<image001.jpg>

Not-for-profit Technology Services for Education and Local Governments

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the Respondent, Springfield City School District's, Submission of Evidence Volume 3 of 9 was served via regular U.S. mail, postage prepaid this 31st day of December, 2014, upon the following:

David T. Movius, Esq. (#0070132)

Counsel of Record

Matthew J. Cavanagh, Esq. (#0079522)

Mark J. Masterson, Esq. (#0086395)

Attorneys for Relator,

MCDONALD HOPKINS LLC

School Choice Ohio, Inc.

600 Superior Avenue, E., Suite 2100

Cleveland, Ohio 44114

Phone: (216) 348-5400

Fax: (216) 348-5474

Emails: dmovius@mcdonaldhopkins.com

mcavanagh@mcdonaldhopkins.com

mmasterson@mcdonaldhopkins.com



Scott A. Solmann (#0081467)