

Case No. 2014 0749

IN THE

Supreme Court of Ohio

STATE EX REL. SCHOOL CHOICE OHIO, INC.,

Relator,

v.

CINCINNATI PUBLIC SCHOOL DISTRICT, ET AL.,

Respondents,

Original Action in Mandamus

SCHOOL CHOICE OHIO, INC.'S PRESENTATION OF EVIDENCE – VOL. I

David T. Movius (0070132)

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Counsel for Springfield City School District

In addition to the affidavit of Sarah Pechan previously filed on May 12, 2014, and In accordance with Supreme Court Practice Rule 12.06, relator School Choice Ohio, Inc. (“School Choice Ohio”) hereby presents the following evidence pursuant to the affidavit of David T. Movius, Esq., attached as Exhibit A:

Volume I

Affidavit of David T. Movius, Esq.A

October 22, 2013, email from School Choice Ohio to Springfield City School District (“SCSD”) B

October 22, 2013, email from SCSD to School Choice Ohio, including attachmentC

January 9, 2014, email from School Choice Ohio to SCSD D

January 13, 2014, letter to School Choice Ohio to SCSD E

February 24, 2014, letter from counsel for School Choice Ohio to SCSD, including all enclosures..... F

April 4, 2014, letter from counsel for SCSD to counsel for School Choice Ohio, including all enclosures G

SCSD’s Responses to School Choice Ohio’s Requests for Admission..... H

SCSD’s Answers to School Choice Ohio’s Interrogatories and Requests for Production I

Volume II

Documents produced by SCSD on December 11, 2014J

Volume III

Documents produced by SCSD on December 22, 2014K

School Choice Ohio's Response to SCSD's First Set of Interrogatories,
Requests for Admission and Requests for Production of Documents L

Documents produced by School Choice
Ohio to SCSD on October 2, 2014M

Exhibit A

Case No. 2014-0749

IN THE

Supreme Court of Ohio

STATE EX REL. SCHOOL CHOICE OHIO, INC.,

Relator,

v.

CINCINNATI PUBLIC SCHOOL DISTRICT, ET AL.,

Respondents,

Original Action in Mandamus

AFFIDAVIT OF DAVID T. MOVIUS, ESQ.

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Counsel of Record

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kosborn@martinbrowne.com

Counsel for Springfield City School District

I, David T. Movius, Esq., testify as follows:

1. I am an adult person and am competent to make this affidavit, in that I am counsel of record for relator School Choice Ohio, Inc. ("School Choice Ohio"), and I have personal knowledge of the facts set forth herein.

2. A true and accurate copy of the October 22, 2013, email from School Choice Ohio to Springfield City School District ("SCSD") is attached as Exhibit B to School Choice Ohio's Presentation of Evidence.

3. A true and accurate copy of the October 22, 2013, email from SCSD to School Choice Ohio, including all attachments, is attached as Exhibit C to School Choice Ohio's Presentation of Evidence.

4. A true and accurate copy of the January 9, 2014, email from School Choice Ohio to SCSD is attached as Exhibit D to School Choice Ohio's Presentation of Evidence

5. A true and accurate copy of the January 13, 2014, letter from SCSD to School Choice Ohio is attached as Exhibit E to School Choice Ohio's Presentation of Evidence.

6. A true and accurate copy of the February 24, 2014, letter from counsel for School Choice Ohio to SCSD, including all enclosures, is attached as Exhibit F to School Choice Ohio's Presentation of Evidence.

7. A true and accurate copy of the April 4, 2014, letter from counsel for SCSD to counsel for School Choice Ohio, including all enclosures, is attached as Exhibit G to School Choice Ohio's Presentation of Evidence.

8. A true and accurate copy of the SCSD's Responses to School Choice Ohio's Requests for Admission is attached as Exhibit H to School Choice Ohio's Presentation of Evidence.

9. A true and accurate copy of the SCSD's Answers to School Choice Ohio's Interrogatories and Requests for Production is attached as Exhibit I to School Choice Ohio's Presentation of Evidence.

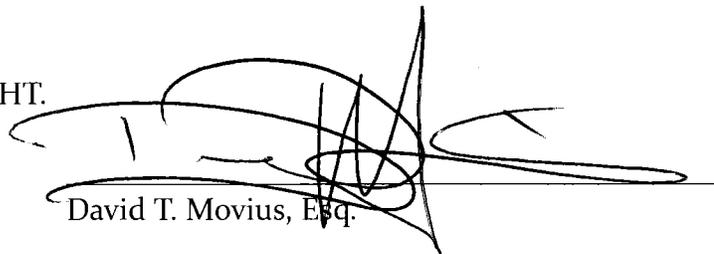
10. A true and accurate copy of the documents produced by SCSD on December 11, 2014, is attached as Exhibit J to School Choice Ohio's Presentation of Evidence.

11. A true and accurate copy of the documents produced by SCSD on December 22, 2014, is attached as Exhibit K to School Choice Ohio's Presentation of Evidence.

12. A true and accurate copy of School Choice Ohio's Response to SCSD's First Set of Interrogatories, Requests for Admission and Requests for Production of Documents is attached as Exhibit L to School Choice Ohio's Presentation of Evidence.

13. A true and accurate copy of the documents produced by School Choice Ohio to SCSD on October 2, 2014, is attached as Exhibit M to School Choice Ohio's Presentation of Evidence.

FURTHER AFFIANT SAYETH NAUGHT.



David T. Movius, Esq.

Sworn to and subscribed before me and in my presence this 23rd day of December, 2014.



MICHAEL J. KACZKA, ATTORNEY AT LAW
A Notary Public of Ohio
My Commission Has No Expiration Date

Exhibit B

From: Kaleigh Frazier <studentinfo@scoho.org>
Sent: Tuesday, October 22, 2013 10:50 AM
Subject: Student Directory Information Request
Attachments: School Choice Ohio Public Records Request Template.xls

Follow Up Flag: Follow up
Flag Status: Flagged

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@scoho.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@scoho.org to make other arrangements.

We look forward to receiving the requested public records.

Sincerely,

A handwritten signature in black ink that reads "Sarah Pechan". The signature is written in a cursive, flowing style.

Sarah Pechan
Senior Director of Programs
School Choice Ohio

Exhibit C

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@scobio.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@scobio.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

Exhibit D

Movius, David

From: Kaleigh Frazier <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@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@scoho.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

Exhibit E



Via electronic mail to studentinfo@scoho.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

Exhibit F

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

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 9008 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.

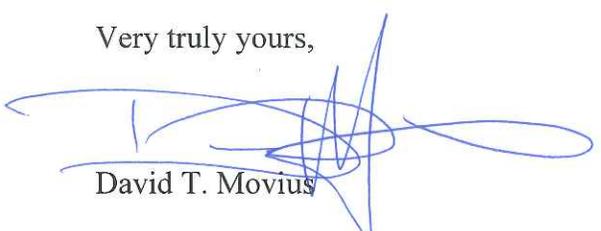
6. All records that describe or document the District's disclosure of, or refusal to disclose, "directory information" to representatives of any employers at any time during the 2012-13 and 2013-14 school years.
7. All records that describe or document the District's disclosure of, or refusal to disclose, "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 G

MARTIN BROWNE

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

Glenn W. Collier
Walter A. Wildman
David A. Weaver
Steven J. McCready
Richard F. Heil, Jr.
R. Michael Osborn
Randall M. Comer
Cynthia S. Barnett
Wayne E. Southward
Karen W. Osborn
Shannon L. Wahl

Oscar T. Martin (1908-1995)
Bitner Browne (1914-2003)
Anson E. Hull (1915-1983)
John O. Harper (1917-2006)

Hugh Barnitt (Of Counsel)
Robert E. Harley (Of Counsel)

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

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

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

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.: [AFI](#), Evaluation of Educational Resources

[EHA](#), Data and Records **Retention**

[IL](#), Testing Programs

[KBA](#), Public's Right to Know

[KKA](#), Recruiters in the Schools

Proposed

File: JO

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.

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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."

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2. as directory information and
3. under other limited circumstances, as enumerated under administrative regulations.

The following rights exist:

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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.)

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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 twelve (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.

Proposed

File: JO

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.

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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 twelve (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);
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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 twelve (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.

MAY 30, 2013
SPRINGFIELD, OHIO

The Board of Education of the Springfield City School District met in Executive Session at 5:00 p.m. at the Clark Center, 1500 West Jefferson Street, Springfield, Ohio 45506, on Thursday, May 30, 2013.

Call to Order was given by Board President, Mr. Ed Leventhal.

Roll Call was taken by the Treasurer and all five (5) board members were present: Anita Biles, Jamie Callan, Ed Leventhal, Donna Picklesimer and Wanda Truss.

Mrs. Picklesimer moved to go into CONFIDENTIAL EXECUTIVE SESSION for the purpose of discussing: 1) ORC 121.22 (G) (1) the appointment, employment, discipline, promotion, or compensation of an employee, student, and/or school officials; and 2) ORC 122.22 (G) (6) details relative to the security arrangements and emergency response protocols for a public body or a public office.

Mrs. Truss seconded the motion.

TIME IN: 5:01 P.M.

ROLL CALL:	Ms. Biles	<u>aye</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 5-0

Dr. Estrop, Mr. Miller, Mrs. Parr, and Mrs. Tipler joined the Board of Education in Executive Session.

At 5:35 p.m. Mrs. Stacy Parr left Executive Session.

At 5:45 p.m. Mrs. Stacey Tipler left Executive Session.

At 5:55 p.m. Dr. Estrop and Mr. Miller left Executive Session.

At 6:07 p.m. the Board of Education returned to public session.

Board President, Mr. Ed Leventhal, led those in attendance in the **Pledge of Allegiance**.

Welcome by Board President, Ed Leventhal.

Hearing of the Public

- None

Presentations

- Dr. Estrop updated the Board of Education on Open Enrollment
- Mr. Miller updated the Board of Education on the Five-Year Financial Forecast.

Treasurer's Items for Consideration and/or Action (A Section)

Section A-1

Mr. Callan moved to adopt the following resolution to approve/accept the following Consent Items A-2 through A-7. Attachment related to Consent Items A-4, A-6, and A-7 are located at the end of the board minutes of May 30, 2013.

RESOLUTION 2013-49

Consent Item A-2

That the Springfield City Board of Education approve previous Board Meeting Minutes for the meetings held on May 9th and May 20th, 2013.

Copies of Board Meeting Minutes will be available on request by calling Susan Cleary, Treasurer's Office at (937) 505-2811.

Consent Item A-3

That the Springfield City Board of Education acknowledges and accepts a cash donation of \$300.00 from Walgreens toward the purchase of boys basketball camp shirts.

The Springfield City Board of Education also acknowledges and accepts a cash donation of \$850 from Victoria Theater toward the cost of the April 25th field trip by Fulton Elementary School students to see SEUSSICAL.

The Springfield City Board of Education appreciates these donations.

Consent Item A-4

That the Springfield City Board of Education authorize the Treasurer to refund the full balance remaining in the North High School Class of 2003 (Fund #200-9288) currently in the amount of \$4,564.44 for the purpose of a class reunion. The class account is with Wells Fargo Bank N.A. and is to be sent in care of the former senior student council treasurer, Mollie Lipp, 2701 Lawndale Drive, Rapid City, South Dakota 57702.

Consent Item A-5

That the Springfield City Board of Education authorize the revision to the purpose clause of the Springfield High School Special Services Club (Fund #200-9823) to reflect instructions on what is to be done with any cash balance left should the club become inactive and defunct.

Purpose clause now reads as follows: The Springfield High School Special Services Club is an organization whose purpose is to promote service opportunities within Clark County for our students. Monies generated will be used to fulfill this purpose and will include, but not be limited to, granting a special wish(es), participating in a Christmas care package distribution, flowers, refreshments for club sponsored events, material and supply costs associated with the pie auction and other fund-raising activities for the club's needs. Revenues generated will be used to fulfill this purpose primarily through donations and fund-raising activities. **Should the Special Services Chapter become inactive for more than two years, the balance of our fund should be donated to the Ronald McDonald House of Dayton, Ohio.**

The Springfield City Board of Education also authorizes the revision to the purpose clause of the Springfield High School Fellowship of Christian Athletes (FCA) (Fund #200-9295) to reflect instructions on what is to be done with any cash balance left should the club become inactive and defunct.

Purpose clause now reads as follows: To present to athletes and coaches and all whom they influence, the challenge and adventure of receiving Jesus Christ as Savior and Lord, serving him in their relationship and in the fellowship of the church. Monies will be raised by fundraisers, such as food sales, shoot-a-thon, etc. Monies will be dispersed for needy families, disaster relief, field trips, membership expenses, camps, donations, awards, community services, meeting supplies and subscriptions. **If the club FCA should come to be inactive for a period of two (2) years, then any cash balance left remaining in the fund should be given to Habitat for Humanity.**

Consent Item A-6

That the Springfield City Board of Education approves the Certificate of Records Disposal (Form RC-3) received from the Treasurer's Office which has been approved by the Records Commission of the Springfield City School District and will be submitted for approval to the Ohio Historical Society. This Certificate of Records Disposal has been prepared following the schedule instructions as authorized by the Office of the Auditor of State.

The Springfield City Board of Education also approves the disposal of records received from the Treasurer's Office which has been approved by the Records Commission of the Springfield City School District and that meet the retention schedule requirements as provided by the Office of the Auditor of State but do not need to be submitted to the Ohio Historical Society for approval.

Consent Item A-7

That the Springfield City Board of Education approve the Cumulative Financial Reports as of April 30, 2013 (including reconciliation for April, 2013).

Ms. Biles seconded the motion.

ROLL CALL:	Ms. Biles	<u>aye</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 5-0

Section A-8
May 30, 2013

RESOLUTION 2013-50

Mrs. Truss moved that the following resolution be adopted:

That the Springfield City Schools Board of Education approve, authorize, and direct the Treasurer to file the updated Five-Year Forecast for FY13-17 with the Ohio Department of Education.

Mr. Callan seconded the motion.

ROLL CALL:	Ms. Biles	<u>aye</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 5-0

Recommendations of the Superintendent of Schools (B Section)

Section B-1
May 30, 2013

RESOLUTION 2013-51

Ms. Biles made a motion on the recommendation of the Superintendent of Schools, Dr. David Estrop, that the following action of Certificated and Classified Personnel be approved:

CERTIFICATED PERSONNEL ACTIONS

RETIREMENTS

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Gregory Krouse	Teacher/SHS	5/31/2013
B. Nicole Leach	Teacher/Horace Mann	9/01/2013
Lawrence Pooler	Teacher/SHS	5/31/2013

DISABILITY RETIREMENT

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Anthony Henry	Teacher/SHS	4/1/2013

RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Rebecca Cookson	Teacher/Keifer Academy	6/01/2013
Holly Hamilton	Teacher/SHS	6/30/2013
Jamie Hood	SSF/Kenwood	6/30/2013
Kirk Koennecke	Academy Principal/SHS	7/31/2013
Ashley Vannatta	Teacher/SHS	6/30/2013

LEAVE OF ABSENCE

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Angela Day	Teacher/SHS	8/1/2013-7/30/2015

APPOINTMENTS FOR THE 2013-2014 SCHOOL YEAR

Employment is contingent upon receiving a satisfactory BCI and FBI criminal records check, a negative drug test, meeting HQT requirements in assignment, and appropriate licensure.

<u>Name</u>	<u>Contract</u>	<u>Class</u>	<u>Step</u>	<u>Days</u>	<u>FTE</u>		<u>Amount</u>
Jacquelyn Alexander	1 Year	III	0	183	100%	1 st ,Fulton	\$33,556.00
Jennifer Belisle	1 Year	VI	0	183	100%	SLP	\$37,308.00
Jeannina Fraley	1 Year	VI	3	183	100%	K,Kenwood	\$42,888.00
Lindsay Henderson	1 Year	III	0	183	100%	1 st ,Fulton	\$33,556.00
Adrienne Liefeld	1 Year	III	0	183	100%	K-3,Lincoln	\$33,556.00
Rebecca Santonastaso	1 Year	IV	5	183	100%	PE,Roosevelt	\$43,153.00
Kristen Seigel	1 Year	VI	0	183	100%	Spanish,SHS	\$37,308.00
Dylan Walker	1 Year	IV	0	183	100%	5 th , Lincoln	\$35,257.00

SALARY CORRECTION FOR THE 2012-2013 SCHOOL YEAR

<u>Name</u>	<u>Contract</u>	<u>Class</u>	<u>Step</u>	<u>Days</u>	<u>FTE</u>		<u>Amount</u>
Angela Day	1 Year	IV	4	87/183	From 60%		\$11,859.84
					To 50%		\$ 9,882.82

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May 30, 2013

SALARY ADJUSTMENTS DUE TO ADDITIONAL TRAINING AND/OR EXPERIENCE FOR THE 2013-2014 SCHOOL YEAR

<u>Name</u>	<u>Contract</u>	<u>Class</u>	<u>Step</u>	<u>Days</u>	<u>FTE</u>		<u>Amount</u>
Leigh Kilburn	2 Year (2 nd)	V	3	183	100%	(education)	\$41,418.00
Jessica May	1 Year	VIII	1	183	100%	(experience)	\$42,250.00
						Extended Days (20)	\$ 4,617.49
						Total	\$46,867.49
Jennifer Thornton	Continuing	VII	17	183	100%	(education)	\$65,035.00
Sara VanWoerkom	2 Year (2 nd)	VII	3	183	100%	(education)	\$44,462.00

SUPPLEMENTAL CONTRACT APPOINTMENTS FOR THE 2013-2014 SCHOOL YEAR

<u>Name</u>	<u>Term</u>	<u>Amount</u>	<u>Description</u>	<u>Fund</u>
Shelley Davis	3 Years	\$1,631.00	LPDC	General
Nena Dorsey	2 Years	\$1,631.00	LPDC	General

Carol Dunlap	3 Years	\$1,631.00	LPDC	General
Karalee Lawrence	10 days	\$ 3,155.57	Hayward Curriculum Coach	Title I
Kathleen Lee	3 Years	\$1,631.00	LPDC	General
Edward Rhoads	2 Years	\$1,631.00	LPDC	General
William Slagle	1 Year	\$1,631.00	LPDC	General
Kimberly Stowe		\$3,191.00	Lead Psychologist	General

**SUPPLEMENTAL CONTRACT NON-RENEWALS FOR THE 2012-13 SCHOOL YEAR
EFFECTIVE JUNE 30, 2013**

<u>Name</u>		<u>School</u>	<u>Assignment</u>
Deanna	Brougher	High School	Head Boys' Tennis
Marisa	Burwell	High School	Assistant Boys' Tennis
Rebecca	Campbell	Middle School	Track
Robert	Cassell	High School	Head Baseball
James	Clark	High School	Assistant Softball
Eric	Gillespie	High School	Weight Room Supervisor (66.6%)
Annalee	Kaplan	Middle School	Track
Timothy	Lockwood	Middle School	Track
Renee	McDavid	Middle School	Softball
Katlyn	Pollock	High School	Assistant Softball
Zachary	Raines	High School	Assistant Baseball (50%)
Rebecca	Santonastaso	High School	Head Softball
Michael	Schilling	High School	Assistant Baseball
Elliot	Shuman	High School	Head Boys' Track
Peter	Smith	High School	Head Girls' Track
Charles	Stoll	High School	Assistant Baseball
Earl	Taylor III	High School	Assistant Girls' Track
Richard	Thompson	Middle School	Track
Nicholas	Wagner	High School	Assistant Baseball (50%)
Nicolas	Weems	High School	Assistant Boys' Track
Clarence	Williams	Middle School	Softball

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SUPPLEMENTAL CONTRACT APPOINTMENT FOR THE 2013-2014 SCHOOL YEAR

Employment is contingent upon receiving a satisfactory BCI and FBI criminal records check, and a negative drug test.

<u>Name</u>	<u>Assignment</u>	<u>Years</u>	<u>Amount</u>
Amy Barcus	HS Head Girls' Soccer	0	\$4,035.00
Robbin Casto	HS Head Volleyball	0	\$4,035.00

DISTRICT HEALTH INSURANCE COMMITTEE FOR THE 2012-2013 SCHOOL YEAR

That the following staff members be paid a stipend of \$77.60 per meeting not to exceed \$388.00, for their participation on the District Health Insurance Committee to review and discuss the insurance plan and its associated costs.

<u>Name</u>	<u>Stipend</u>
Joyce Collier	\$310.40

Debra Martin	\$388.00
David Drukker	\$310.40
Greg Krouse	\$388.00
Catherine Lawson	\$232.80
Edward Rhoads	\$310.40
James Herring	\$310.40
Victoria Hudepohl	\$232.80
Code: Health Self Insurance Fund 024-9444	

CLASSIFIED PERSONNEL ACTIONS

RETIREMENT

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Jean Straley	Head Cook/Fulton	6/1/2013

RESIGNATION

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Pamela Williams	Cafeteria Security Attendant	5/13/2013

CHANGE IN WORK SCHEDULE EFFECTIVE THE 2013-2014 SCHOOL YEAR DUE TO REDUCTION OF FUNDING

<u>Name</u>	<u>Position/Assignment</u>	<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Tina Callahan	Secretary/Clerk Typist/ABLE	12	from 7 to 4	192	15.37	0.45

ADMINISTRATIVE APPOINTMENT FOR THE 2013-2014 SCHOOL YEAR

<u>Name</u>	<u>Contract</u>	<u>Group</u>	<u>Step</u>	<u>Days</u>	<u>FTE</u>	<u>Daily Rate</u>	<u>Amount</u>
Calista Davis	1 Year	2	1	234	100%	\$132.00	\$30,888.00

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APPOINTMENT FOR THE 2012-2013 SCHOOL YEAR

Employment is contingent upon receiving a satisfactory BCI and FBI criminal records check, a negative drug test, meeting HQT requirements in assignment, and appropriate licensure.

<u>Name</u>	<u>Position</u>	<u>Step/Hourly Rate</u>	<u>Days/Hours</u>	<u>Effective</u>
Andrew Lytle	Café Security Aide	1/14.25	67/2	2/15/2013

APPOINTMENTS FOR THE 2013-2014 SCHOOL YEAR FOR SALARY CHANGE EFFECTIVE SEPTEMBER 1, 2013

<u>Aides</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Jacquelyn	Addy	12	7	192	14.98	0.50
Judy	Alexander	12	7	192	14.98	0.50
Tania	Biggers	2	7	192	13.71	0.00
Connie	Bogard	12	7	192	14.98	0.50
Jennifer	Bohn	3	7	192	13.88	0.00
Tracie	Bostick	3	7	192	13.88	0.00
Tina	Brown	12	7	192	14.98	0.45
Lori	Calicoat	12	7	192	14.98	0.35

Leslye	Call	3	7	192	13.88	0.00
Kathleen	Channels	1	7	192	13.54	0.00
Karen	Clay	2	7	192	13.71	0.00
Eve	Copeland	2	7	192	13.71	0.00
Lisa	Cotterman	3	7	192	13.88	0.00
Kimberly	Crabtree	12	7	192	14.98	0.45
Mary	Crabtree	12	7	192	14.98	0.35
Kelly	Cromlish	1	7	192	13.54	0.00
Julia	Dibert	12	7	192	14.98	0.35
Mary	Dingeldein	12	7	192	14.98	0.35
Karen	Fitch	12	7	192	14.98	0.55
Dawn	Gaines	12	7	192	14.98	0.45
Rita	Getz	3	7	192	13.88	0.00
Rhonda	Hall	12	7	192	14.98	0.55
Zena	Hall	2	7	192	13.71	0.00
Jennifer	Hart	1	7	192	13.54	0.00
Christopher	Hawk	2	7	192	13.71	0.00
Joy	Hickman	4	7	192	14.03	0.00
Marjorie	Hinton	12	7	192	14.98	0.55
Robert	Holloway	12	7	192	14.98	0.45
Joann	Howard	7	7	192	14.54	0.30
Jennifer	Johnson	12	7	192	14.98	0.45
John	Johnson	12	7	192	14.98	0.45
Ron-Dia	Kendall	12	7	192	14.98	0.50
Christine	Krupp	12	7	192	14.98	0.45
Patricia	Lambacher	12	7	192	14.98	0.50
Sharon	LeMaster	4	7	192	14.03	0.00
Jill	Lloyd	12	7	192	14.98	0.35
Tracy	Lyons	12	7	192	14.98	0.45

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Esther	Marshall	12	7	192	14.98	0.45
Rosemary	Mercer	12	7	192	14.98	0.55
Priya	Morris	3	7	192	13.88	0.00
Kimberly	Myers	12	7	192	14.98	0.35
Leslie	Nawman	2	7	192	13.71	0.00
Lara	Nelson	2	7	192	13.71	0.00
Charles	Perry	1	7	192	13.54	0.00
Wanda	Rhodes-Singletary	12	7	192	14.98	0.55
Jesse	Roper	4	7	192	14.03	0.00
Deborah	Rowan	12	7	192	14.98	0.35
Icho	Samuels	12	7	192	14.98	0.50
Chelsea	Sederstrand	2	7	192	13.71	0.00
Gayla	Skinner	12	7	192	14.98	0.45
Wilda	Stone	12	7	192	14.98	0.55

Earl	Taylor Jr	3	7	192	13.88	0.00
Diana	Teegarden	12	7	192	14.98	0.35
Amada	Tesson	12	7	192	14.98	0.35
Barbara	Thompson	8	7	192	14.67	0.00
Deborah	Turvy	3	7	192	13.88	0.00
Jon	Upshaw	1	7	192	13.54	0.00
Linda	Virts	4	7	192	14.03	0.00
Audrey	Wagner	12	7	192	14.98	0.45
Alta M.	Wheeler	12	7	192	14.98	0.45
Rebecca	Wheeler	12	7	192	14.98	0.35
Corie	White	3	7	192	13.88	0.00
Tasha	Williams	1	7	192	13.54	0.00
Annisa	Younts	3	7	192	13.88	0.00

<u>Security Aides</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Edward	Duncan	11	8	192	15.52	0.55
Edward	Ellington	1	8	192	14.25	0.00

<u>Elementary Library Technicians</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Jennifer	Colvin	2	7	197	15.15	0.00
Sheri	Ehnie	12	7	197	16.50	0.35
Steven	Jones	4	7	197	15.44	0.00
Bethany	Kenerly	4	7	197	15.44	0.00
Kathleen	McGee	12	7	197	16.50	0.55
Emily	Rudy	3	7	197	15.3	0.00
Ellyn	Shirk	12	7	197	16.50	0.45
Karen	Sproles	12	7	197	16.50	0.45
Ruth	Watts	12	7	197	16.50	0.50
Nancy	Wise	2	7	197	15.15	0.00

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Secretary/Clerk Typist-Accounting Support

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Susan	Cleary	12	8	260	15.69	0.50
Cynthia	Murphy	12	8	260	15.69	0.35

Secretary/Clerk Typist-Department Support

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Diane	Cleary	12	8	260	15.69	0.55
Lora	Reed	12	8	260	15.69	0.45
Patricia	Richardson	4	8	260	14.94	0.00
Deborah	Wagner	12	8	260	15.69	0.50
Crystal	White	3	8	260	14.27	0.00

Secretary/Clerk Typist-General Office Support

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Marian	Banion	8	6	217	15.08	0.30
Kecia	Carney	2	8	260	14.44	0.00
Brandi	Cromlish	3	8	260	14.55	0.00
Sheliah	Cundiff	12	8	207	15.88	0.45
Stephanie	Glover	12	8	260	15.37	0.35
Gail	LeFevre	12	4	217	15.37	0.45
Shari	Loukoumidis	11	8	260	15.23	0.35
Deborah	Scott	12	8	260	15.69	0.35
Rebecca	Smittle	12	8	260	15.37	0.55
Kimberly	Turner	12	8	260	15.88	0.45

Secretary/Clerk Typist-School Secretaries

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Judy	Arnold	12	8	217	15.37	0.35
Nancy	Bartley	12	8	217	15.37	0.50
Jill	Brown	5	8	217	14.44	0.00
Joan	Burbeck-Standard	12	8	217	15.37	0.55
Nancy	Darr	12	8	217	15.37	0.50
Razelle	Demir	12	8	217	15.37	0.55
Lynne	Dennis	3	8	217	14.16	0.00
Heather	Dillon	1	8	217	13.88	0.00
Imogene	Durrant	12	8	217	15.37	0.45
Patrice	Frazier	2	8	217	14.02	0.00
Donna	Henderson	3	8	217	14.16	0.00
Jane	Honefanger	7	8	217	14.96	0.30
Gloria	Humphrey-McDaniel	5	8	217	14.44	0.00
Lisa	Jackson	2	8	217	14.02	0.00
Deborah	Johnson	12	8	217	15.37	0.45
Connie	Martin	12	8	217	15.37	0.55
Barbara	Orr	2	8	217	14.02	0.00

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Linda	Romanyszyn	12	8	217	15.37	0.55
Tracy	Weber	8	8	217	15.08	0.30
Toni	Yontz	12	8	217	15.37	0.35

<u>PC & Network Support Technicians</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Roy	Detrick	12	8	260	17.34	0.45
Andre	Doolittle	4	8	260	16.51	0.00
	Associate's Degree	4			4,453.00	

	CCNA	4			4,153.00	
	Network Plus	4			3,195.00	
Aaron	Peters	12	8	260	16.26	0.35
	Network Plus	12			3,572.00	
Luke	Schafer	7	8	260	16.90	0.00
	Associate's Degree	7			4,748.00	
	Network Plus	7			3,391.00	

<u>Equipment Operators</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
David	Drukker	12	8	260	15.86	0.55
Alan	Gamble	7	8	188	16.09	0.30
Larry	Straley	8	8	188	15.56	0.30
David	Stumpf	2	4	188	14.74	0.00

<u>Bus Aides</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Michelle	Compton	6	As Assigned		14.43	0.00
Charles	Daugherty	4	As Assigned		14.03	0.00
Carol	Doolin	1	As Assigned		13.54	0.00
Mary	Estep	12	As Assigned		14.98	0.45
Kathy	Henderson	12	As Assigned		14.98	0.35
Sondra	Henry	12	As Assigned		14.98	0.55
Barbara	Hooten	12	As Assigned		14.98	0.45
Linda	Jones	3	As Assigned		13.88	0.00
Patricia	Kelly	12	As Assigned		14.98	0.35
Anh	Luc	12	As Assigned		14.98	0.35
Karen	Messer	12	As Assigned		14.98	0.50
Carey	Payton	6	As Assigned		14.43	0.00
Frank	Rice II	6	As Assigned		14.43	0.00
Penny	Sam	11	As Assigned		14.81	0.30
Carol	Springer	1	As Assigned		13.54	0.00
Cindy	Temple	8	As Assigned		14.67	0.30
Peggy	Toadvine	12	As Assigned		14.98	0.45
Kathy	Yeager	12	As Assigned		14.98	0.35

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<u>Bus Drivers</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Latosha	Burkhardt	2	As Assigned		14.70	0.00
Terry	Daugherty	6	As Assigned		15.23	0.00
Patti	Davis	12	As Assigned		15.75	0.50
Cindy	Easterday	2	As Assigned		14.70	0.00
Cathy	Fink	12	As Assigned		15.75	0.45
Tina-Marie	Goldsby	5	As Assigned		15.12	0.00
Terrie	Grimm	12	As Assigned		15.75	0.45

John	Hall	12	As Assigned	15.75	0.35
Kimberly	Howard	12	As Assigned	15.75	0.55
Janice	Hurt	12	As Assigned	15.75	0.55
Thomas	Jenkins	1	As Assigned	14.56	0.00
Carol	Joseph	9	As Assigned	15.61	0.30
Mandy	Kapp	12	As Assigned	15.75	0.35
Paul	Kelley	12	As Assigned	15.75	0.55
Candice	Knapp	12	As Assigned	15.75	0.00
Lori	Krieg	12	As Assigned	15.75	0.50
Alan	Ladd	5	As Assigned	15.12	0.00
Bernard	LeNoir	4	As Assigned	14.96	0.00
Andrew	Lytle	4	As Assigned	14.96	0.00
Rachel	Markin	12	As Assigned	15.75	0.35
Carolyn	Mitchell	12	As Assigned	15.75	0.35
Carl	North	5	As Assigned	15.12	0.00
Stephanie	Pollock	12	As Assigned	15.75	0.35
Elin	Rigsby	12	As Assigned	15.75	0.45
Frank	Robinette	12	As Assigned	15.75	0.45
Bernard	Roush	6	As Assigned	15.23	0.00
Debra	Rowland	5	As Assigned	15.12	0.00
Kimberly	Skabla	7	As Assigned	15.32	0.30
Sheena	Skabla	7	As Assigned	15.32	0.30
Pattie	Threats	12	As Assigned	15.75	0.35
Tamara	Weaver	12	As Assigned	15.75	0.45
Brenda	Wheeler	12	As Assigned	15.75	0.55
Carthagenia	Wyatt	9	As Assigned	15.61	0.30

Transportation Trade Skilled Mechanic

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Mark	Howard	12	8	260	16.93	0.45

Plant Operations-Assistant Custodian

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Vikki	Applin	3	8	260	14.41	0.00
Timothy	Arthur	2	8	260	14.23	0.00
Stephen	Baugh	8	8	260	15.15	0.30

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James	Burns	4	8	260	14.55	0.00
Mark	Byerman	12	8	260	15.45	0.55
Michael	Carpenter	6	8	260	14.89	0.00
Steve	Channels	12	8	260	15.45	0.35
Jeffrey	Elston	12	8	260	15.45	0.50

Hubert	Flanery	4	8	260	14.55	0.00
Angelina	Frazier	12	8	260	15.45	0.35
William	Gravenkemper	8	8	260	15.15	0.30
Keith	Haney	3	8	260	14.41	0.00
Joseph	Henman	3	8	260	14.41	0.00
Mark	Kuruzovich	1	8	260	14.03	0.00
Kathy	Lecocq	12	8	260	15.45	0.50
Terry	Madison	3	8	260	14.41	0.00
Wayne	Martin	12	8	260	15.45	0.45
Joseph	McCormick	12	8	260	15.45	0.50
Kelvin	Miller	2	8	260	14.23	0.00
Rickie	Montgomery	4	8	260	14.55	0.00
William	Perks	4	8	260	14.55	0.00
Edwina	Peters	12	8	260	15.45	0.45
Carla	Sims	6	8	260	14.89	0.00
Constance	Smith	3	8	260	14.41	0.00
Steven	Timko	11	8	260	15.29	0.35
Charles	Wilkerson	8	8	260	15.15	0.30

Plant Operations-Head Custodians

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Valerie	Adams	12	8	260	16.14	0.45
Daisy	Aldridge	12	8	260	16.14	0.55
Gary	Cardosi	5	8	260	15.54	0.00
Christopher	Crockran	8	8	260	15.83	0.55
William	Duane	12	8	260	16.14	0.50
James	Herring	12	8	260	16.42	0.45
Jim	Jackson	12	8	260	16.14	0.50
Melissa	Larie	12	8	260	16.42	0.55
Debra	Martin	12	8	260	16.42	0.35
Karen	Parrill	12	8	260	16.14	0.50
Norma	Raber	6	8	260	15.86	0.45
Kristal	Smith	5	8	260	15.77	0.35
Paul	Taylor	8	8	260	15.83	0.45
Timothy	Tyler, Sr.	3	8	260	15.34	0.00
Jeannette	Ware	9	8	260	15.83	0.35

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Plant Operations-Custodial Manager

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Timothy	Quinn	5	8	260	17.27	0.50

<u>Maintenance</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Christopher	Bowen	12	8	260	14.95	0.35
James	Carter	2	8	260	13.92	0.00
David	Dennis	8	8	260	16.60	0.30
Christopher	Grooms	2	8	260	15.67	0.00
Nathan	Kawailima	12	8	260	16.76	0.45
Dorothy	Stevens	12	8	260	14.95	0.50
Richard	Summers	12	8	260	14.95	0.45
Randy	Trimmer	12	8	260	17.57	0.50
James	Wyatt	12	8	260	14.95	0.45
Carl	Young	4	8	260	15.90	0.00

<u>Café Security Aides</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Carol	Doolin	2	2	188	14.43	0.00
Betty	Keys	6	2	188	15.15	0.00
Andrew	Lytle	1	2	188	14.25	0.00
Tyler	Means	4	2	188	14.74	0.00
Vickie	Pressler	8	2	188	15.36	0.30
Virginia	Smith	12	2	188	15.67	0.45

<u>Cook Helpers/Cashiers</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Arthur	Baer II	3	As Assigned		12.86	0.00
Julie	Baker	12	As Assigned		13.63	0.35
Helen	Beck	12	As Assigned		13.63	0.35
Jillyn	Blanton	9	As Assigned		13.48	0.30
Dianna	Brown	5	As Assigned		13.02	0.00
Lisa	Bruce	10	As Assigned		13.48	0.30
Deborah	Burchett	12	As Assigned		13.63	0.50
Pamela	Chandler	12	As Assigned		13.63	0.45
Angela	Chatfield	1	As Assigned		12.67	0.00
Tonia	Coale	12	As Assigned		13.63	0.45
Sandra	Cook	3	As Assigned		12.86	0.00
Jeffrey	Dean	2	As Assigned		12.75	0.00
Joyce	Dennis	1	As Assigned		12.67	0.00
Brenda	DeWine	12	As Assigned		13.63	0.45
Pamela	Dick	12	As Assigned		13.63	0.50
Tricia	Dotson	3	As Assigned		12.86	0.00
Tammie	Evans	3	As Assigned		12.86	0.00
John	Ford	3	As Assigned		12.86	0.00
Donna	Gainer	3	As Assigned		12.86	0.00

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Micheal	Gaines	3	As Assigned		12.86	0.00
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Carolyn	Haff	4	As Assigned	12.94	0.00
Charlene	Howe	3	As Assigned	12.86	0.00
Diana	Jobe	12	As Assigned	13.63	0.45
Bonita	Lama	12	As Assigned	13.63	0.55
Carol	Leffel	12	As Assigned	13.63	0.35
Cynthia	Lookabaugh	10	As Assigned	13.48	0.30
Susan	Lucas	7	As Assigned	13.19	0.00
Gayla	Mancini	10	As Assigned	13.48	0.30
Jennifer	McCutcheon	4	As Assigned	12.94	0.00
Charles	McGraw	2	As Assigned	12.75	0.00
Patricia	Merwine	12	As Assigned	13.63	0.45
Georgeanna	Miller	12	As Assigned	13.63	0.55
Kelly	Myers	6	As Assigned	13.10	0.00
Connie	Newman	12	As Assigned	13.63	0.45
Amy	Peters	4	As Assigned	12.94	0.00
Diane	Robinson	3	As Assigned	12.86	0.00
Sandy	Schwarm	12	As Assigned	13.63	0.55
Susan	Wagner	12	As Assigned	13.63	0.50
Carol	Wallace	12	As Assigned	13.63	0.50
Judith	Wikoff	12	As Assigned	13.63	0.50
Lori	Yates	10	As Assigned	13.48	0.30
Velma	Young	9	As Assigned	13.48	0.30
Nancy	Zirkle	12	As Assigned	13.63	0.45

<u>Head Cooks</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Debra	Anderson	4	As Assigned		13.95	0.00
Kimberly	Barclay	12	As Assigned		14.69	0.35
Leslie	Conley	3	As Assigned		13.87	0.00
Sheri	Goheen	12	As Assigned		14.69	0.45
Patricia	Hayslip	12	As Assigned		14.69	0.50
Traci	Jones	2	As Assigned		13.75	0.00
Diane	LaVelle	12	As Assigned		14.69	0.55
Patricia	McAfee	12	As Assigned		14.69	0.55
Mae	Neal	12	As Assigned		14.69	0.55
Christina	Odom	4	As Assigned		13.89	0.45
Monica	Yinger	3	As Assigned		13.87	0.00

<u>Cafeteria Manager</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Susan	Stumpf	3	As Assigned		14.72	0.45

<u>Interpreters</u>		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Jessica	Burriss	1	7	190	18.66	0.00
Donna	Francis	19	7	190	21.50	0.45
Catherine	Lawson	17	7	190	21.50	0.40

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Rebecca	Pruitt	7	7	190	19.91	0.30
Casey	Robinson	1	7	190	18.66	0.00
Marianna	Stewart	6	7	190	19.71	0.00
Vickie	Wolfgang	21	7	190	21.50	0.50

DEPARTMENT OF ACADEMIC SERVICES

TUTOR APPOINTMENTS

That the following tutors be paid when used at the established rate of \$25.00 per hour for the extended 2012-2013 school year. Timesheets will be approved by the Director of Special Education.

Home Instruction

Ana Compston	Kristen Cole	Krystal Cole
Susan Cowgill	Laurie Dewey	Kathy Feltz
Deborah McCurdy	Sarah Plasters	Brian Shipman
Meghan Thompson	Rebeckah Young	

Code: General Fund

EARLY ENTRANCE TESTING

That the following staff members be paid \$25.00 per hour for approximately four (4) hours worked for the purpose of Early Entrance Testing on August 9, 2013. Timesheets will be approved by the Director of Special Education. There is no cost to General Fund

Constance Caserta	Ana Kitts	Terri Muha
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Code: Special Education, Part B IDEIA Grant

PRE-SCHOOL SPECIAL EDUCATION CHILD EVALUATIONS

That the following staff members be paid \$25.00 per hour for the hours worked between June 3 - August 19, 2013 for the purpose of Pre-School Special Education Child Evaluations. Timesheets are to be approved by the Director of Special Education. There is no cost to General Fund.

Nicole Adams	Melissa Cusick	Leslie McKinney
Linda Skinner	Melissa Turner	Kathleen Whetsel
Carla Whitlatch		

Code: Special Education, Part B IDEIA Grant

That the following staff members be paid \$25.00 per hour not to exceed twenty (20) days for hours worked between June 3 - August 19, 2013 for the purpose of Pre-School Special Education Child Evaluations. Timesheets will be approved by the Director of Special Education.

Speech and Language Pathologists

Lindsay Brumfield	Constance Caserta	Michelle Duncan
Megan Foltz	Phyllis Leher	Rhonda Magill
Anne Marsh	Terri Muha	Jessica Stover

School Nurse

Pamela Pollock

Code: General Fund

PROFESSIONAL DEVELOPMENT

That the following staff members be paid a stipend of \$100.00 per day for professional development in preschool writing during June 2013. The Coordinator of State and Federal Programs will approve timesheets. There is no cost to the General Fund.

Clark Center Pre-School – Not to exceed one (1) day

Constance Bogard	Jennifer Bohn	Lisa Cotterman
Mary Crabtree	Dawn Gaines	Jennifer Johnson
Ron-Dia Kendall	Patricia Lambacher	Rosemary Mercer
Deborah Rowan	Gayla Skinner	Rebecca Wheeler

Code: Title I FY'13

That the following staff members be paid a stipend of \$100.00 per day for professional development in preschool literacy, technology and family engagement during June 2013 and August 2013. The Coordinator of State and Federal Programs will approve timesheets. There is no cost to the General Fund.

Clark Center Pre-School – Not to exceed three (3) days

Nicole Adams	Micah Barcelo	Constance Caserta
Melissa Cusick	Kimberly Dunn	Leatrice Elliott
Kristen Kruse	Leslie McKinney	Joyce Ohler
Linda Skinner	Kimberly Stowe	Melissa Turner
Kathleen Whetsel	Carla Whitlatch	

Code: Title I FY'13 and Title I FY'14

That the following staff members be paid a stipend of \$100.00 per day for professional development during June 2013. The Building Principal will approve timesheets. There is no cost to the General Fund.

Warder Park Wayne Elementary School – Not to exceed one (1) day

Kenya Andorfer	Carol Dunlap	Miegan Eyman
Dawn Kneisley	Katherine Morris	Edward O'Neill
Jennifer Stilwell	Denise Valentine	Sara Fessler

Code: Title I FY'13

That the following staff members be paid a stipend of \$100.00 per day for professional development during May, June, July, and August 2013. The Academy Principal will approve timesheets. There is no cost to the General Fund.

Health and Human Services Academy – Not to exceed five (5) days.

Bonita Bingman	Stephanie Bullard	Robbin Casto
Joseph Cochran	Lisa Cunningham	Elizabeth Diemunsch
Emily Herring	Deborah Johnson	Alicia Mitchell
Lori Newton-Chiles	Zachary Raines	Sharon Riley
Rachel Sanders	Jeffrey Schmidt	Jason Schrage
Jillian Schuring	Brian Shipman	David Smith
Adam Taylor	Heather Turner	David Willis

Code: Race to the Top Grant FY'13, FY'14

That the following staff members be paid at their hourly rate for professional development during May, June, July, and August 2013. The Academy Principal will approve timesheets. There is no cost to the General Fund.

Health and Human Services Academy – Not to exceed five (5) days

Judy Alexander	Christine Krupp	Sharon Lemaster
Esther Marshall	Wanda Rhodes-Singletary	Jesse Roper
Linda Virts		

Code: Race to the Top Grant FY'13, FY'14

That the following staff members be paid a stipend of \$100.00 per day for Professional Development during May, June, July, and August 2013. The Academy Principal will approve timesheets. There is no cost to the General Fund.

STEM Academy – Not to exceed five (5) days.

Cynthia Abraham	Samantha Austin	Steven Bleything
Pamela Clark	Steven Dugger	Scott Hambrick
Michael Manley	Andrea Maxson	Aaron Robinson
Elliot Shuman	Lori Sorrells	Charles Stumpf
Matthew Yinger	Abigail Zeller	

Code: Race to the Top Grant FY' 13, FY' 14

PSE-12 EXTENDED SCHOOL YEAR (JUNE 18 - JULY 25, 2013)

That the following staff members be compensated \$25.00 per hour, not to exceed 80 hours, for teaching summer intervention classes on positive approaches to helping students on the (PBS) Positive Behavioral Support Systems. Timesheets will be approved by the Director of Special Education. There is no cost to General Fund.

Micah Barcelo	Scott Dixon
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Code: Special Education, Part B IDEIA Grant

**ELEMENTARY EXTENDED SCHOOL YEAR LEAD TEACHERS
(JUNE 17 - 27, JULY 1 - 3, and JULY 9 - 25, 2013)**

That the following staff members be paid \$25.00 per hour, not to exceed one hundred thirteen (113) hours, to perform Lead Teacher duties as assigned, for the elementary extended school year. The Director of Academic Services will approve timesheets.

Tonjarene Bronston	Robert Cassell	Robbyn Clayborne
Jo Ann Cooper	Joanne Cox	Anna Downing
Cynthia Rude	Sandy Silverstein	Andrea Whitacre

Code: General Fund

**ELEMENTARY EXTENDED SCHOOL YEAR TEACHERS
(JUNE 17-27, JULY 1-3, and JULY 9-25, 2013)**

That the following staff members be paid \$25.00 per hour, not to exceed ninety- five (95) hours for teaching summer intervention classes. The Director of Academic Services will approve timesheets.

Tiffany Adams	Cassie Berner	Sharon Bohn
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Suzanne Brunner
Debra Churchward
Ana Compston
Michelle Davis
Lori Fenwick
Laurie Hammontree
Chelsea Horton
Kimberly Jessee
Vicki Lohnes
Melissa McKenna
Heather Robinson
Elaine Terrell
Heather Washburn

Angela Caudill
Jeanette Clickner
Rhona Craig
Deborah Downing
Chellie Givens
Laura Holden
Adrienne Jackson
Taci Jones
Tina Martin
JoEllen Mellott
Nata Sellers
Michelle Walton
Elsie Williams

Anne Chafin
Kierstin Cochran
Mary Crosbie
Tracy Evans
Jonica Hamilton
Desirae Holloway
Liza Jacobs
Ana Kitts
Kimberly Massie
Donna Odom
Karen Stumpf
Sara Fessler

Code: General Fund

**ELEMENTARY EXTENDED SCHOOL YEAR TUTORS
(JUNE 17-27, JULY 1-3, and JULY 9-25, 2013)**

That the following staff members be paid \$25.00 per hour, not to exceed ninety- five (95) hours, to provide tutoring services for the elementary extended school year. The Director of Academic Services will approve timesheets.

Mackenzie Atkins
Erin Beam
Kara Campbell
Emily Domanek
Donna Freeman
Phyllis Goodwin
Drusilla Henry
Jessica Hoagland
Adrienne Liefeld
Michaele Nenniger
Kristen Secrist
Nicole Swigart
Debra Yinger

Kinzi Bach
Annette Black
Melanie Clark
Caitlin Elliott
Tammy Piggue-French
Sharon Harris
Azure Hickman
Tyler Jackson
Bethany Loeffler
Valerie Paulin
Heather Shumate
Dylan Walker
Chelsea Young

Rosalyn Bacon
Sharon Brandwie
Patricia Cromwell
Amanda Fain
Maria Gabriel
Lindsey Henderson
Kevin Hill
Mirinda Kendall
Sara Nelson
Rachel Roe
Melissa Snyder
Jocelyn Washburn
Nicole Zimmer

Code: Title I School Improvement FY' 13, Title I FY' 13

Section B-16
May 30, 2013

**ELEMENTARY EXTENDED SCHOOL YEAR SPECIAL EDUCATION TEACHERS
(JUNE 17-27, JULY 1-3, and JULY 9-25, 2013)**

That the following staff members be paid \$25.00 per hour, not to exceed ninety- five (95) hours, to provide classroom instruction, for the elementary extended school year. The Director of Academic Services will approve timesheets.

Nicia Ayres
Kristen Cole
Chandra Hackworth
Jamie Russell

Micah Barcelo
Krystal Cole
Joan Henderson

Katelyn Butterfield
Kathleen Fath
Nathan Martindale

Code: General Fund

That the following staff member be paid \$25.00 per hour, not to exceed ninety five (95) hours, for performing ESL duties as needed. The Director of Academic Services will approve timesheets.
Rebeckah Young

Code: General Fund

EXTENDED SCHOOL YEAR SUBSTITUTE TEACHERS

(JUNE 17-27, JULY 1-3, and JULY 9-25, 2013)

That the following staff members be paid \$25.00 per hour, not to exceed ninety- five (95) hours, for teaching summer intervention classes, as needed. The Director of Academic Services will approve timesheets.

Lexie Boblitt

Marcia Lephart

Jo Anne Nelson

Stacey Stanley

Lynne Turner

Elaine Walker

Code: General Fund

HIGH SCHOOL EXTENDED SCHOOL YEAR LEAD TEACHER 1ST AND 2ND SEMESTER

(JUNE 21-JULY 12 and JULY 15-AUGUST 2, 2013)

That the following staff member be paid \$25.00 per hour, not to exceed one hundred eighty- five (185) hours, to perform Lead Teacher duties as assigned. The building administrator will approve timesheets.

Kathryn Richison

Code: General Fund

HIGH SCHOOL EXTENDED SCHOOL YEAR TEACHERS 1ST AND 2ND SEMESTER

(JUNE 21-JULY 12 and JULY 15-AUGUST 2, 2013)

That the following staff members be paid \$25.00 per hour, not to exceed one hundred sixty (160) hours to provide classroom instruction and/or computer based instruction through the Plato system. The building administrator will approve timesheets.

Robbin Casto

Wendy Laskey

William Parker

Zachary Raines

Stephen Reigelsperger

Michael Schilling

Stephanie Scholl

Code: General Fund

Section B-17

May 30, 2013

HIGH SCHOOL EXTENDED SCHOOL YEAR SPECIAL EDUCATION TEACHER 1ST AND 2ND SEMESTER (JUNE 21-JULY 12 and JULY 15-AUGUST 2, 2013)

That the following staff member be paid \$25.00 per hour, not to exceed one hundred sixty (160) hours to provide classroom instruction and/or computer based instruction through the Plato system. The building administrator will approve timesheets.

Matthew Yinger

Code: General Fund

HIGH SCHOOL EXTENDED SCHOOL YEAR SUBSTITUTE TEACHERS 1ST AND 2ND SEMESTER (JUNE 21-JULY 12 and JULY 15-AUGUST 2, 2013)

That the following staff members be paid \$25.00 per hour, not to exceed one hundred sixty (160) hours to provide classroom instruction and/or computer based instruction through the Plato system. The building administrator will approve timesheets.

Crystal Morgan

James Scoby

Karen Teusink

Code: General Fund

EXTENDED DAYS FOR THE 2012-2013 SCHOOL YEAR - KEIFER ACADEMY

That the following staff member be paid a stipend of their daily rate, not to exceed three (3) days for participating in 2012-2013 extended-year guidance counseling services. The extended-year program service will be for the dates June 5 - June 7, 2013.

Andrea Whitacre

Code: General Fund

EXTENDED DAYS FOR THE 2013-2014 SCHOOL YEAR - ONCOURSE

That the following staff member be paid a stipend of her daily rate, not to exceed twelve (12) days for the OnCourse Virtual Learning Program summer study. Timesheets will be approved by the program coordinator.

Rebecca Santonastaso

Code: General Fund

EXTENDED DAYS FOR THE 2013-2014 SCHOOL YEAR - SPEECH PATHOLOGIST

That the following staff member be compensated at her daily rate for 20 extended days in order to complete lead speech pathologist duties from June 17 – July 31, 2013. Timesheets will be approved by the Director of Special Education. There is no cost to General Fund.

Constance Caserta

Code: Special Education, Part B IDEIA Grant

EXTENDED DAYS FOR THE 2013-2014 SCHOOL YEAR - NURSE

That the following staff member be compensated at their per diem, not to exceed six (6) days for the hours worked between August 12- August 20, 2013, for the purpose of reviewing immunization records for new kindergarten and 7th grade students, elementary and middle school clinic review, and setup for the 2013-2014 school year. Timesheets will be approved by the Coordinator of Attendance, Safety & Security and Workers' Compensation

Mary Ellen Snider

Code: General Fund

Section B-18
May 30, 2013

SUMMER OHIO GRADUATION TEST ACADEMY LEAD TEACHER (JUNE 3-21, 2013)

That the following staff member be paid \$25.00 per hour, not to exceed one hundred five (105) hours, to provide Lead Teacher duties as assigned. The building administrator will approve timesheets.

Phillip Laskey

Code: General Fund

SUMMER OHIO GRADUATION TEST ACADEMY TEACHERS (JUNE 3-21, 2013)

That the following staff members be paid \$25.00 per hour, not to exceed seventy eight point seventy five (78.75) hours, for teaching summer intervention classes. The building administrator will approve timesheets.

Samantha Austin

Leigh Kilburn (substitute)

Wendy Laskey

Constance Moore

William Parker

Zachary Raines

Stephanie Scholl

Code: General Fund

THE LEARNING CAFÉ

That the following staff member be paid \$21.70 per hour, not to exceed the grant allocation of \$5000.00, to provide classroom instruction June 1 – August 15, 2013. The Coordinator or Campus Director will approve timesheets.

Beth Biester

Emily Rudy

Code: Race to the Top Innovative Grant FY'13, FY' 14

NON-PUBLIC SPEECH PATHOLOGIST

That the following staff member be paid \$50.00 per hour, not to exceed eighteen (18) hours per week, to meet the needs of identified students in non-public schools. The Coordinator of Auxiliary Services will approve time sheets. The effective date is August 21, 2013. There is no cost to the General Fund.

Linda Culler

Code: Auxiliary FY'14

PLANNING FOR STUDENT INTAKE AND RETENTION

That the following staff members be paid \$21.70 per hour, not to exceed 25 hours, for support services during the 2013 summer related to student intake and retention. Timesheets to be approved by the Superintendent or his designee.

Kathryn Richison

Michael Schilling

William Slagle

Code: General Fund

COLLEGE AND CAREER READINESS STUDENT ADVISOR

That the following employee be paid \$21.70 per hour to serve as a College and Career Readiness Advisor to SHS sophomores and juniors who took the EPIC CampusReady assessment. Timesheet will be approved by the Campus Director or designee. There is no cost to general fund.

Sharlois Coleman

Code: Rate to the Top (RtT) FY 2013

Section B-19
May 30, 2013

EXTENDED SCHOOL YEAR SERVICE

That the following teachers be paid \$25.00 per hour not to exceed seventy-two (72) hours from June 17 – July 25 to provide Extended School Year services for disabled students in accordance with their IEPs. Timesheets are to be approved by the Director of Special Education. There is no cost to General Fund.

Kathryn Cammarn

Lauren Fruhwirth - substitute

Jamie Russell

That the following speech pathologist be paid \$25.00 per hour not to exceed twenty (20) hours from June 17– July 25, 2013 to provide Extended School Year services for disabled students in accordance with their IEPs. Timesheets are to be approved by the Director of Special Education. There is no cost to General Fund.

Phyllis Leher

That the following paraprofessionals be paid at their current hourly rate not to exceed seventy-two (72) hours from June 17- July 25, 2013 to provide Extended School Year services for disabled students in accordance with their IEPs. Timesheets are to be approved by the Director of Special Education.

There is no cost to General Fund.

Tania Biggers	Tracy Lyons
Kimberly Myers	Deborah Rowan
Gayla Skinner – substitute	Becky Wheeler - substitute

Code: Special Education, Part B IDEIA Grant

WORK-STUDY SUMMER PROGRAM

That the following students be employed under the Work-Study Program for a maximum of forty (40) hours per week at \$3.00 per hour, Step 3 of the student-learner wage salary schedule. Timesheets will be approved by the Coordinator of Work-Study. There is no cost to General Fund.

Steven Austin	Tyler Avery	Michael Jordan
Donald Lannom	George Taylor	Austin Thomas
Matthew Williams	Marshall Workman	

Code: Special Education, Part B-IDEIA Grant

Mrs. Truss seconded the motion.

ROLL CALL:	Ms. Biles	<u>aye</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 5-0

Resolutions (C Section)

Section C-1

Mrs. Picklesimer moved to adopt the following resolution to accept/approve the following Consent Items C-2 through C-4. Attachments related to Consent Items C-2, C-3 and C-4 are located at the end of the May 30, 2013 Board Minutes.

RESOLUTION 2013-52

Consent Item C-2

That the Springfield City Board of Education enter into a contract with Mental Health Services for Clark and Madison Counties, Inc. to provide two (2) therapists for the 2013-2014 school year for the purpose of providing the mental health services for Springfield City Schools. Funds for this contracted service will be paid from Special Education, Part B IDEIA Grant. Maximum cost will be \$60,000. There is no cost to General Fund.

Consent Item C-3

That the Springfield City Board of Education enter into an agreement with The Educator’s Classroom, LLC to provide two (2) full days of technology professional development training for curriculum coaches. Each day of training consists of hands-on clinics integrating interactive technology, lesson

plans and digital resources. The cost of this agreement is not to exceed \$2600 and is to be paid for through Title I FY' 13. There is no cost to the General Fund.

Consent Item C-4

To approve the job descriptions as listed below as recommended by the Superintendent of Schools. There is no cost to the General Fund.

PC & Network Support Technician
Department Support – Custodial Secretary

Mr. Callan seconded the motion.

ROLL CALL:	Ms. Biles	<u>aye</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 5-0

Section C-5
May 30, 2013

RESOLUTION 2013-53

Mrs. Picklesimer moved to approve the first reading of the following Springfield City School District Board policies:

File: JO Student Records

Ms. Biles seconded the motion.

ROLL CALL:	Ms. Biles	<u>aye</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 5-0

(see related attachment at the end of the May 30th, 2013 board minutes)

Mrs. Truss moved to adjourn.

Ms. Biles seconded the motion.

ROLL CALL:	Ms. Biles	<u>aye</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 5-0

ADJOURNMENT: 6:55 P.M.

JUNE 13, 2013
SPRINGFIELD, OHIO

The Board of Education of the Springfield City School District met in Executive Session at 4:00 p.m. at the Clark Center, 1500 West Jefferson Street, Springfield, Ohio 45506, on Thursday, June 13, 2013.

Call to Order was given by Board President, Mr. Ed Leventhal.

Roll Call was taken by the Treasurer and four (4) board members were present: Jamie Callan, Ed Leventhal, Donna Picklesimer and Wanda Truss. Anita Biles was absent.

Mrs. Picklesimer moved to go into CONFIDENTIAL EXECUTIVE SESSION for the purpose of discussing: 1) ORC 121.22 (G) (1) the appointment, employment, discipline, promotion, or compensation of an employee, student, and/or school officials.

Mrs. Truss seconded the motion.

TIME IN: 4:03 P.M.

ROLL CALL:	Ms. Biles	<u>absent</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 4-0

Mr. Dale Miller, Mrs. Stacey Tipler, and Mrs. Andrea Townsend joined the Board of Education in Executive Session at 5:05 p.m.

At 5:35 p.m. the Board of Education returned to public session and waited until 6:00 p.m. to begin proceedings.

Board President, Mr. Ed Leventhal, led those in attendance in the **Pledge of Allegiance**.

Welcome by Board President, Ed Leventhal.

Hearing of the Public

- None

Presentations

- Mrs. Townsend updated the Board of Education on the Race to the Top and School Improvement Grants. (see attachment at the end of the board minutes)

Treasurer's Items for Consideration and/or Action (A Section)

Section A-1

Mrs. Truss moved to adopt the following resolution to approve/accept the following Consent Items A-2 through A-6. Attachment related to Consent Items A-5, and A-6 are located at the end of the board minutes of June 13, 2013.

RESOLUTION 2013-55

Consent Item A-2

That the Springfield City Board of Education approve previous Board Meeting Minutes for the meetings held on May 30th and June 5th, 2013.

Copies of Board Meeting Minutes will be available on request by calling Susan Cleary, Treasurer's Office at (937) 505-2811.

Consent Item A-3

That the Springfield City Board of Education acknowledges and accepts the cash donations of \$75.00 from Matthew and Laurie Smith, \$75.00 from Deborah O'Brien, and \$75.00 from Stephanie Krueger to help the German Club host German exchange students in the German American Partnership Program during the next school year (Fund #200-9336).

The Springfield City Board of Education also acknowledges and accepts a cash donation of \$4,000.00 from Darnell Carter to the Springfield High School Football program (Fund #300-9394).

The Springfield City Board of Education appreciates these donations.

Consent Item A-4

That the Springfield City Board of Education authorizes a revision to the name and purpose clause of the Schaefer Middle School 8th Grade Activity Fund #300-9585 to now include 7th graders and to change the name of the fund to Schaefer Middle School Activities Fund.

Purpose clause now reads as follows:

The Schaefer **Middle School Activities Account** will be used for revenues and expenditures for the benefit of the **7th and 8th grade classes**. Revenue sources would be generated from fundraisers (such as car washes, sub sales, and sales of various items, etc) and other miscellaneous income including possible donations for student field trips, year-end trips and various activities. Expenditures would pay for field trips taken by the **7th and/or 8th graders** and their end of year field day (including awards and rewards, supplies and materials needed). This also includes the Washington D.C. trip that 8th grade students take each year. This account would also cover any purchased services to be paid for during assemblies or field days. Kings Island field trip would be included as one of the trips at the end of the year taken. Also, at times, donations may also be made to worthy causes or charitable institutions.

Consent Item A-5

That the Springfield City Board of Education approve Fiscal Year 2013 Seventh Amended Appropriations.

Consent Item A-6

That the Springfield City Board of Education approve Appropriations for Fiscal Year 2014 (FY14).

Mr. Callan seconded the motion.

ROLL CALL:	Ms. Biles	<u>absent</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 4-0

Recommendations of the Superintendent of Schools (B Section)

Section B-1
June 13, 2013

RESOLUTION 2013-56

Mrs. Picklesimer made a motion on the recommendation of the Superintendent of Schools, Dr. David Estrop, that the following action of Certificated and Classified Personnel be approved:

CERTIFICATED PERSONNEL ACTIONS

RETIREMENTS

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Darla Blevins	Teacher/Mann	6/30/2013
Sarah Mabra Cloud	Counselor/SHS	6/30/2013
Denise Valentine	Teacher/WPW	6/30/2013

RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Gerin Harris	Teacher/Simon Kenton	6/30/2013
Robert Hayes	Teacher/SHS	6/30/2013
Alyssa Heine	Teacher/Snyder Park	5/30/2013

APPOINTMENTS FOR THE 2013-2014 SCHOOL YEAR

Employment is contingent upon receiving a satisfactory BCI and FBI criminal records check, a negative drug test, meeting HQT requirements in assignment, and appropriate licensure.

<u>Name</u>	<u>Contract</u>	<u>Class</u>	<u>Step</u>	<u>Days</u>	<u>FTE</u>	<u>Amount</u>
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Jamie Leist	1 Year	IV	0	183	100%	K, Perrin Woods	\$35,257.00
Candace McCoy	1 Year	III	0	183	100%	IS, WPW	\$33,556.00
Arlon Nash	1 Year	VI	11	183	100%	licensure	\$57,747.00
Stephen Reigelsperger	1 Year	VI	0	183	100%	Math,SHS	\$37,308.00
Ann Richards	1 Year	III	0	183	100%	SSF, Snowhill	\$33,556.00
						Extended Days (10)	\$ 1,833.66
							\$35,389.66
Hannah Sterman	1 Year	III	0	183	100%	MS/HS Music	\$33,556.00
Jocelyn Washburn	1 Year	III	0	183	100%	1 st , Lagonda	\$33,556.00
Yuanyi Zhong	1 Year	IV	0	183	100%	Math, SHS	\$35,257.00

ADDITIONAL DAYS FOR THE 2013-2014 SCHOOL YEAR

<u>Name</u>	<u>Days</u>	<u>Amount</u>	<u>Description</u>	<u>Fund</u>
J. Gregory Newland	15 days	\$4,875.00	Athletic Director	General

SALARY ADJUSTMENT FOR THE 2013-2014 SCHOOL YEAR

<u>Name</u>	<u>Contract</u>	<u>Class</u>	<u>Step</u>	<u>Days</u>	<u>FTE</u>	<u>Amount</u>
Dylan Walker	1 Year	IV	3	183	100% experience	\$39,995.00

SUPPLEMENTAL CONTRACT APPOINTMENT FOR THE 2013-2014 SCHOOL YEAR

<u>Name</u>	<u>Term</u>	<u>Amount</u>	<u>Description</u>	<u>Fund</u>
Tonjarene Bronston	10 Days	\$2,756.72	SSF/Fulton	Title I

Section B-2
June 13, 2013

RESCIND SUPPLEMENTAL CONTRACTS FOR THE SCHOOL YEAR 2013-2014

<u>Name</u>	<u>Days</u>	<u>Amount</u>	<u>Description</u>	<u>Fund</u>
Amy Cerminaro	10	\$3,020.00	SSF/Mann Elementary	Title 1
Tara Judge	10	\$2,838.00	SSF/Snowhill Elementary	Title 1

**SUPPLEMENTAL CONTRACT NON-RENEWALS FOR THE 2012-13 SCHOOL YEAR
EFFECTIVE JUNE 30, 2013**

<u>Name</u>	<u>School</u>	<u>Assignment</u>
Linda Bodey	High School	Drama Coach
Bradley Dragics	High School	Head Marching Band (50%)
Bradley Dragics	High School	Assistant Marching Band (50%)
Bradley Dragics	High School	Jazz Band
Whitney Locke	High School	Assistant Marching Band
Whitney Locke	High School	Pep Band
Lindsey Morrison	High School	Assistant Drama Coach
Christy Thomas	High School	Head Marching Band (50%)
Christy Thomas	High School	Assistant Marching Band (50%)
Kimberly Victoria	High School	Drill Team
R. David Weimer	High School	Spring Musical
R. David Weimer	High School	Vocal Music

SUPPLEMENTAL CONTRACT APPOINTMENTS FOR THE 2013-2014 SCHOOL YEAR

Plant Operations-Assistant Custodian

		<u>Step</u>	<u>Hours</u>	<u>Days</u>	<u>Rate</u>	<u>Longevity</u>
Robert	Cooper	2	8	260	14.23	0.00
Barry	Espy	3	8	260	14.41	0.00
Jimmy	Haulman	2	8	260	14.23	0.00
Larry	Johnson	1	8	260	14.03	0.00
Donald L.	Larie	2	8	260	14.23	0.00
Jill	McKee	2	8	260	14.23	0.00
Christopher	Nawman	2	8	260	14.23	0.00
Lolita	Walden	3	8	260	14.41	0.00

DEPARTMENT OF ACADEMIC SERVICES

MENTOR APPOINTMENTS FOR THE 2012-2013 SCHOOL YEAR

That the following mentors be paid at the established rate for mentoring Entry Year Teachers. Payment to be made after Resident Educator Certified Mentor Documents have been received and approved by the Director of Human Resources.

<u>Name</u>	<u>Assignment</u>	<u>REs Assigned</u>	<u>Amount</u>
Lexie Boblitt	Year 1 Resident Educator	1	\$1,000
Tonya King	Year 1 Resident Educator	1	\$1,000

Section B-4
June 13, 2013

**EXTENDED DAYS CORRECTION TO PAY AND SCHEDULE - ONCOURSE
(JUNE 3 – AUGUST 7, 2013)**

That the following staff member be compensated \$25.00 per hour, not to exceed 162 hours, for the OnCourse Virtual Learning Program summer study. Timesheets will be approved by the program coordinator.

Rebecca Santonastaso

Code: General Fund

**PSE-12 EXTENDED SCHOOL YEAR CORRECTION OF STAFF MEMBER
(JUNE 18 - JULY 25, 2013)**

That the following staff member be compensated \$25.00 per hour, not to exceed 80 hours, for teaching summer intervention classes on positive approaches to helping students on the (PBS) Positive Behavioral Support Systems. Timesheets will be approved by the Director of Special Education. There is no cost to General Fund.

Scott Dixon

Code: Special Education, Part B IDEIA Grant

**ELEMENTARY EXTENDED SCHOOL YEAR SUBSTITUTE LEAD TEACHER
(JUNE 17 - 27, JULY 1 - 3, and JULY 9 - 25, 2013)**

That the following staff member be paid \$25.00 per hour, not to exceed one hundred thirteen (113) hours, to perform Substitute Lead Teacher duties as assigned, for the elementary extended school year. The Director of Academic Services will approve timesheets.

James Scoby

Code: General Fund

**ELEMENTARY EXTENDED SCHOOL YEAR SPECIAL EDUCATION TEACHER
(JUNE 17 - 27, JULY 1 - 3, and JULY 9 - 25, 2013)**

That the following staff member be paid \$25.00 per hour, not to exceed ninety- five (95) hours, to provide classroom instruction, for the elementary extended school year. The Director of Academic Services will approve timesheets.

Christopher Hawk

Code: General Fund

**HIGH SCHOOL EXTENDED SCHOOL YEAR SUBSTITUTE TEACHER 1ST AND 2ND
SEMESTER (JUNE 21 - JULY 12 and JULY 15 - AUGUST 2, 2013)**

That the following staff member be paid \$25.00 per hour, not to exceed one hundred sixty (160) hours to provide classroom instruction and/or computer based instruction through the Plato system. The building administrator will approve timesheets.

Brenda Sims

Code: General Fund

EXTENDED SCHOOL YEAR SERVICE

That the following paraprofessional be paid at the current hourly rate not to exceed seventy-two (72) hours from June 17 - July 25, 2013 to provide Extended School Year services for disabled students in accordance with their IEPs. Timesheets are to be approved by the Director of Special Education. There is no cost to General Fund.

Ron-Dia Kendall – substitute

Code: Special Education, Part B IDEIA Grant

Section B-5
June 13, 2013

PROFESSIONAL DEVELOPMENT

That the following staff member be paid \$100.00 per day for participation in Professional Development during June 2013, not to exceed three (3) days. The Coordinator of State and Federal Programs will approve the timesheets. There is no cost to the General Fund.

Rebeckah Young

Code: Title I FY'13

That the following staff member be paid a stipend of \$100.00 per day, not to exceed three (3) days, for Professional Development during the month of July 2013. The building principal will approve timesheets. There is no cost to the General Fund.

Fulton Elementary School

Joetta Garberich

Joy Jeter-Burns

Code: Title I FY'13

That the following staff member be paid a stipend of \$100.00 per day for professional development during June, July and August 2013. Timesheets will be approved by the building principal. There is no cost to the General Fund.

Lincoln Elementary School – Not to exceed four (4) days

Dylan Walker

Code: Title I FY'13 and Title I FY'14

That the following staff member be paid a stipend of \$100.00 per day for professional development during June and July 2013. Timesheets will be approved by the building principal. There is no cost to the General Fund.

Roosevelt Middle School – Not to exceed seven (7) days

Richard Thompson

Code: Title I FY'13

That the following staff member be paid \$100.00 per day for participation in the My Learning Plan User Group Meeting during June 2013, not to exceed one (1) day. The Coordinator of State and Federal Programs will approve timesheets. There is no cost to the General Fund.

Edward Rhoads

Code: Title I FY'13

That the following staff member be paid \$100.00 per day for participation on the Initiative Committee during June 2013, not to exceed one (1) day. The Coordinator of State and Federal Programs will approve timesheets. There is no cost to the General Fund.

Kathryn Richison

Code: Title I FY'13

That the following staff be paid \$100.00 per day for participation on the Communication Committee during June 2013, not to exceed one (1) day. The Coordinator of State and Federal Programs will approve timesheets. There is no cost to the General Fund.

Allison Brookings

Debra Reed

Code: Title I FY'13

Section B-6

June 13, 2013

GATEWAY TO TECHNOLOGY SUMMER ACADEMY AUGUST 2013

That the following staff be compensated \$25.00 per hour, not to exceed fifty (50) hours per individual for classroom instruction for the Gateway to Technology Summer Academy Program for incoming 8th grade students. The Coordinator of State & Federal Programs will approve timesheets. There is no cost to the General Fund.

Rene Stratton

David Zeller

Code: Title I FY'14

TUTOR APPOINTMENT

That the following tutor be paid when used at the established rate of \$25.00 per hour for the 2012-2013 school year. Timesheets will be approved by the Director of Special Education.

Home Instruction

Elizabeth Diemunsch

Code: General Fund

TUTOR RESIGNATION

Name

Kathleen Fath

Effective

5/31/2013

PRE-SCHOOL SPECIAL EDUCATION CHILD EVALUATIONS

That the following staff member be paid \$25.00 per hour not to exceed twenty (20) days for hours worked between June 3 - August 19, 2013 for the purpose of Pre-School Special Education Child Evaluations. Timesheets will be approved by the Director of Special Education.

School Nurse

Mary Ellen Snider

Code: General Fund

EXTENDED TIME – EVEN START

That the following staff member be compensated at the daily rate, not to exceed ten (10) days for additional work performed as the Even Start Specialist to be completed by July 13, 2013. The Coordinator of State & Federal Programs will approve timesheets. There is no cost to the General Fund.

Lynn Payton

Code: Even Start Grant FY’13

Section B-7
June 13, 2013

FAMILY LITERACY PROGRAM

That the following paraprofessional be paid at the current hourly rate not to exceed twenty-seven days/three hours per day from July 1 - August 15, 2013 to provide child care to children enrolled in Project Springboard. Timesheets are to be approved by the Director of Family Programming. There is no cost to General Fund.

Rebecca Wheeler

Code: Even Start Grant FY’13

That the following staff be paid \$21.70 per hour, as needed, to perform ABLE/GED adult instruction, parenting education and home visits. Timesheets will be submitted and approved by the Family Programming Supervisor.

Jean Benton

Nancy Marcionis

Lorraine Waldron

Codes: Even Start 2013 Grant 572-9013

Dollar General Grant 015-9453

Springfield Foundation Grant 015-9453

Barbara Bush Foundation Grant 015-9913

That the following staff be paid hourly per the S.E.U.S.S contract not to exceed 29.75 hrs/per week. Timesheets will be submitted and approved by the Family Programming Supervisor.

Beverly Coutts-Childcare Technician

Barbara Dobbins-Childcare Technician

Codes: Even Start 2013 Grant 572-9013

Springfield Foundation Grant 015-9453

Barbara Bush Foundation Grant 015-9913

PARENTS AS TEACHERS - EARLY HEAD START

That the following staff be paid \$22.70 per hour, hourly as needed, to perform certified Parents As Teachers weekly home visits to eligible families. Timesheets will be submitted and approved by the Family Programming Supervisor.

Jean Benton

Yvonne Dobbins

Deborah Gragg

Gretchen Hicks
Maureen Thompson
Code: Early Head Start Grant 015-9015

Sherri Inscho
Lorraine Waldron

Christina Stabler

THE LEARNING CAFÉ

That the following staff be paid at the established rate of \$21.70 per hour for providing instruction between June 13 - August 15, 2013 as assigned and as needed at The Learning Cafe summer sessions. The Learning Cafe Coordinator will approve timesheets. Not to exceed \$5,000 and not to exceed 20 (twenty) hours per week per instructor.

Eric Phelps
Charles Stumpf
Code: Race to the Top Innovative Grant FY'13, FY' 14

Section B-8
June 13, 2013

SUMMER INTERNS – TECHNOLOGY

That the following interns be paid \$10.00 per hour, not to exceed two hundred (200) hours for Summer Technology project work performed between June 17 - September 1, 2013. The Director of Technology will approve timesheets.

Graydon Bader
Brenna Hollingsworth
Code: General Fund

Dylan Bertram

Myles Clayborne

Mr. Callan seconded the motion.

ROLL CALL:	Ms. Biles	<u>absent</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 4-0

Resolutions (C Section)

Section C-1

Mr. Callan moved to adopt the following resolution to accept/approve the following Consent Items C-2 through C-4. Attachments related to Consent Items C-2 and C-3 are located at the End of the June 13, 2013 Board Minutes.

RESOLUTION 2013-57

Consent Item C-2

That the Springfield Board of Education authorizes the Treasurer to enter into a lease agreement with Clark State Community College to operate ABLE/GED classes on site at the Brinkman Center. The term of this lease shall be from July 1, 2013, through June 30, 2014. The ABLE/GED budget will cover the nominal fees involved. There is no cost to the general fund.

Consent Item C-3

- a. That the Springfield City School District enter into a contract with Miami Valley Child Development Center (MVCDC) from June 10, 2013 through July 26, 2013 to provide instructional support for Lincoln Elementary School's Pre-kindergarten to Kindergarten Summer Bridge Program. The amount is not to exceed \$4,500.00 and will be paid from Title I-SI FY'13 funds. There is no cost to the General Fund.

Consent Item C-4

That the Springfield City Board of Education rescind an agreement with the Jefferson County Education Center for full participation in the JCESC Virtual Learning Academy for the 2013-2014 school year beginning July 1, 2013 through June 30, 2014 and the 2014-2015 school years beginning July 1, 2014 through June 30, 2015. This agreement was approved through Resolution C-5 at the Board of Education meeting held on April 25, 2013.

Mrs. Truss seconded the motion.

ROLL CALL:	Ms. Biles	<u>absent</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 4-0

Section C-5
June 13, 2013

RESOLUTION 2013-58

Mrs. Truss moved to approve the second reading of the following Springfield City School District Board policy:

File: JO Student Records

Mrs. Picklesimer seconded the motion.

ROLL CALL:	Ms. Biles	<u>absent</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 4-0

(see related attachment at the end of the June 13th, 2013 board minutes)

Comments

Mrs. Townsend reminded everyone that Summer School begins Tuesday, June 18th, 2013.

Mrs. Townsend commented that construction has now begun at various school buildings to enlarge parking lots, extend sidewalks, and add necessary lighting and landscaping. Pictures and schedules are available on the district website.

Mrs. Truss moved to adjourn.

Mr. Callan seconded the motion.

ROLL CALL:	Ms. Biles	<u>absent</u>
	Mr. Callan	<u>aye</u>
	Mrs. Picklesimer	<u>aye</u>
	Mrs. Truss	<u>aye</u>
	President Leventhal	<u>aye</u>

Motion Carried: 4-0

ADJOURNMENT: 6:08 P.M.

File: JO-E

Denial of Permission to Release Directory Information Without Prior Written Consent**(Former Students Only)**

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.

For former students who have graduated or who have not been enrolled as a student in the District within the previous 12 months, directory information includes the following kinds of 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.

If you wish to deny permission for the District to release this information without prior written consent, you must complete this form and return it to the attendance office. Such a denial will be effective upon receipt by the District and shall remain in effect unless rescinded in writing.

By signing below, I hereby deny permission for the District to release the following student's directory information without prior written consent.

Name of Student

Dates of Attendance

Parent's/Guardian's Signature (or Student over 18)

Date

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).

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.]

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.

**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.

**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**.

#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.

From: fishkn@spr.k12.oh.us
To: "Estrop David" <estrop@spr.k12.oh.us>
Date: Sat 05 Jan 2013 10:47:38 PM -0500
Cc: "Baldwin"
Subject: RE: Response to Request for Directory Information

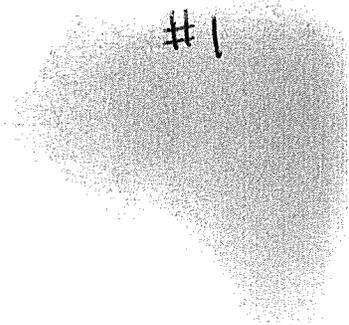


image001.jpg ((4 kb)) image002.gif ((1 kb)) image003.gif ((1 kb))

As HB 555 expands the potential for more for profit schools to come in to Ohio as online schools and also expands vouchers, I'm thinking again about our directory info. I would like to bring it before cabinet for discussion in a week or so - do any of you have any objection to our opening the discussion about reducing what we consider directory information?

As I recall, we can reduce this to essentially no information; in addition, we've only had one legitimate request for this type of information in the past year or so, according to Lori.

Kim

From: Estrop, David
Sent: Monday, December 17, 2012 1:52 PM
To: Estrop, David; Fish, Kim; Miller, Dale; Mohr, Christopher; Parr, Stacy; Pizner, Lydia; Shaffer, Christopher; Starrett, Dona; Tipler, Stacey; Townsend, Andrea; Whitfield, Michael
Cc: Casto, Sherry; Weiss, Sandy
Subject: FW: Response to Request for Directory Information

The remainder of email is redacted due to attorney client confidentiality.

#2

From: MohrCS@spr.k12.oh.us
To: "Fish"
Date: Sun 06 Jan 2013 06:49:53 PM -0500
Cc: "Baldwin"
Subject: RE: Response to Request for Directory Information

image001.jpg ((4 kb)) image002.gif ((1 kb)) image003.gif ((1 kb))

I would take it as close ot -0- data as possible. I see little upside to having a lot of data available and never did. Especially with security of our schools a top priority now would be a good time to narrow this. I would welcome input from ERF on guidance for this as to bare bones minimal.

C

From: Fish, Kim
Sent: Saturday, January 05, 2013 10:47 PM
To: Estrop, David
Cc: Baldwin, Lori; Mohr, Christopher; Miller, Dale
Subject: RE: Response to Request for Directory Information

As HB 555 expands the potential for more for profit schools to come in to Ohio as online schools and also expands vouchers, I'm thinking again about our directory info. I would like to bring it before cabinet for discussion in a week or so - do any of you have any objection to our opening the discussion about reducing what we consider directory information?

As I recall, we can reduce this to essentially no information; in addition, we've only had one legitimate request for this type of information in the past year or so, according to Lori.

Kim

From: Estrop, David
Sent: Monday, December 17, 2012 1:52 PM
To: Estrop, David; Fish, Kim; Miller, Dale; Mohr, Christopher; Parr, Stacy; Pizner, Lydia; Shaffer, Christopher; Starrett, Dona; Tipler, Stacey; Townsend, Andrea; Whitfield, Michael
Cc: Casto, Sherry; Weiss, Sandy
Subject: FW: Response to Request for Directory Information

The remainder of email is redacted due to attorney client confidentiality.

3

From: fishkn@spr.k12.oh.us
To: "Casto Sherry" <casto@spr.k12.oh.us>
Date: Wed 09 Jan 2013 01:41:50 PM -0500
Cc:
Subject: Re: presentation: Cabinet meeting 1/14/2013

K, thx!

Sent from my iPhone

On Jan 9, 2013, at 1:40 PM, "Casto, Sherry" <casto@spr.k12.oh.us> wrote:

He said wait until next meeting. (1/28)

From: Fish, Kim
Sent: Wednesday, January 09, 2013 11:55 AM
To: Casto, Sherry
Subject: Re: presentation: Cabinet meeting 1/14/2013

Can I add one item: reducing districts definition of directory information or should that wait one more week?

I'll need 15 minutes, disc and decision.

Sent from my iPhone

On Jan 9, 2013, at 11:32 AM, "Casto, Sherry" <casto@spr.k12.oh.us> wrote:

The Cabinet meeting for Monday, January 14 will be a demonstration of Critical 360 (GIS project).

The meeting will be held in the Board Room.

Members of the police department will also be in attendance.

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@scoho.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

Attachment to
4



Via electronic mail: lgraham@scohoio.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", with a long, sweeping underline.

Christopher S. Mohr
Treasurer

Superintendent
David C. Estrop, Ph.D.
937.505.2806

Treasurer
Chris Mohr
937.505.2811

Board Members
Anita Biles
Jamie Callan
Ed Leventhal
Donna Pickdesimer
Wanda Truss

5

From: MohrCS@spr.k12.oh.us
To: "Fish"
Date: Thu 31 Jan 2013 01:35:30 PM -0500
Cc: "Baldwin"
Subject: School Choice Ohio - Student Record request Response

image001.png ((2 kb)) image002.png ((13 kb)) Record Request Response 1-31-13.pdf ((1281 kb))

Susan

Please keep a copy of this email in your Record Request Folder. I have provided you a hard copy for your files as well.

C

From: Mohr, Christopher
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.

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
#5



Via electronic mail: lgraham@scohoio.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", with a long horizontal flourish extending to the right.

Christopher S. Mohr
Treasurer

Superintendent
David C. Estrop, Ph.D.
937.505.2806

Treasurer
Chris Mohr
937.505.2811

Board Members
Anita Biles
Jamie Callan
Ed Leventhal
Donna Picklesimer
Wanda Truss

We prepared this program and offered to give a presentation at OSBA when they called for presentations for the Capital Conference but we were not selected. Seems a little odd to me given the push to keep our kids in public schools and the significant amount of public money going to community schools.

Hope this helps.

Chris Mohr

From: Kevin Robertson [<mailto:KRobertson@scs-k12.net>]
Sent: Tuesday, January 29, 2013 12:12 PM
To: oeqn_treas@oeqn.k12.oh.us
Subject: Re: Open Enrollment Out Updated

In regard to open enrollment, I would be interested in hearing any strategies used by districts in turning their open enrollment loss around and regaining and retaining their students.

Kevin D. Robertson, CPA
Treasurer/CFO
Sandusky City Schools
407 Decatur Street
Sandusky, OH 44870
419-984-1005

Sandusky City Schools Mission: *To provide a diverse educational experience where all students will become respected, productive, and valued members of our community.*

Disclaimer: This email and any files transmitted with it, may contain confidential information, property of Sandusky City Schools, and is intended solely for use by the individual or entity to whom they are intended. If you have received this transmission in error, please immediately notify us by telephone or email and delete the transmission. Thank you.

>>> Michael Watkins <watkim@sidney.k12.oh.us> 1/25/2013 4:59 PM >>>

Hopefully I am not bothering everyone with information you could care less about but Mark at Fairless Local suggested contacting Daria Shams about obtaining the OE information. So I did just that and received an email from Daria this afternoon. Attached is a spreadsheet with every school district in Ohio with both their funded FTE in and out. This latest version includes a comparison of the net student out %. Thanks again for all of the input and great feedback the last couple of days.

Have a great weekend,

Mike

Michael T. Watkins, Treasurer

Sidney City Schools

750 S. Fourth Ave.

Sidney, Ohio 45365

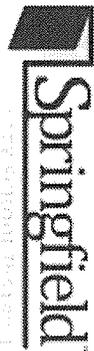
Phone: 937.494.2078

Fax: 937.497.2211

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. No confidentiality or privilege is waived or lost by any mistransmission. If you receive this message in error, please notify the sender, immediately delete it and all copies of it from your system, and destroy any hard copies of it. You must not, directly or indirectly, use, disclose, distribute, print, copy, or modify any part of this message if you are not the intended recipient. Sidney City Schools reserves the right to monitor all e-mail communications through its networks. Thank You.

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

Pilot and Promote Blended Learning

3 errors excluded in opening the page. For more information, choose Window > Activity

http://www.edweek.org/ew/articles/2012/03/15/25edpilot.131.html?hpid=TC|28W

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EDUCATION WEEK

TOPICS | BLOGS | REPORTS & DATA | EVENTS | DISCUSSIONS | OPINION | MULTIMEDIA

TECH COUNTS 2012
 Order Extra Copies
 Past Tech Counts

Executive Summary
 Digital edition
 Live Chat: The Accountability Push in Virtual Learning

Subscribe to Education Week

Single-District Virtual Ed. Seen Growing Fastest



Kona Chakrin, a junior at Springfield High School in Springfield, Ohio, participates in a special program at her school that allows high-achieving students the opportunity to take additional courses — Larry C. Price for Education Week

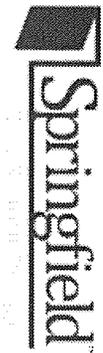
The shift to greater local control means districts will have to take a hard look at how they evaluate virtual education.

EDUCATION WEEK EVENTS
 File All
 9:45-10:00 AM MARCH 15, 2:00 P.M. EASTERN
 REGISTER NOW

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 # Windows 7



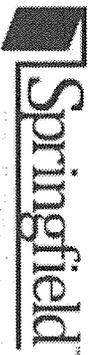
One “obvious” tactic

Publicize the Opportunities

at

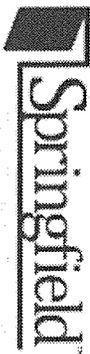
Springfield High School

Spring 2012



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

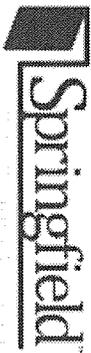
- They really care about me
- They are pushing me – to make me ready for the next step in my life
- They support me, even as they push me

(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

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.

Share our story

springfieldhigh.org

http://www.springfieldhigh.org/.../subpage-1459

Springfield High

- Our School
- Parents
- 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
- Mybs
- Grant
- Kane

Springfield High
 701 E. Home Rd.
 Springfield, OH 45503
 Ph: 337-905-4320
 Fax: 337-342-4110

Are You Ready?
 Give us one day, and we'll give you amazing.

Take a tour and learn what student life at Springfield High School is all about. Students who visit our campus learn what we've known all along -- amazing things happen here every day. From advanced classes that prepare students for higher education, to DI sports that not only build teams but also build leaders, Springfield High School is a diverse environment that prepares you for the real world.

If you're ready to make great friends, learn from inspiring teachers and take classes that are designed around your goals, then give us one day.

> SIGN UP FOR A TOUR! IT'S EASY!

> LEARN ABOUT OUR EXTRACURRICULAR ACTIVITIES

> READ ABOUT SPRINGFIELD HIGH SCHOOL IN THE NEWS

Meet our Students
 Click on their picture to watch their video

Myles

SHS students tell their stories

Springfield



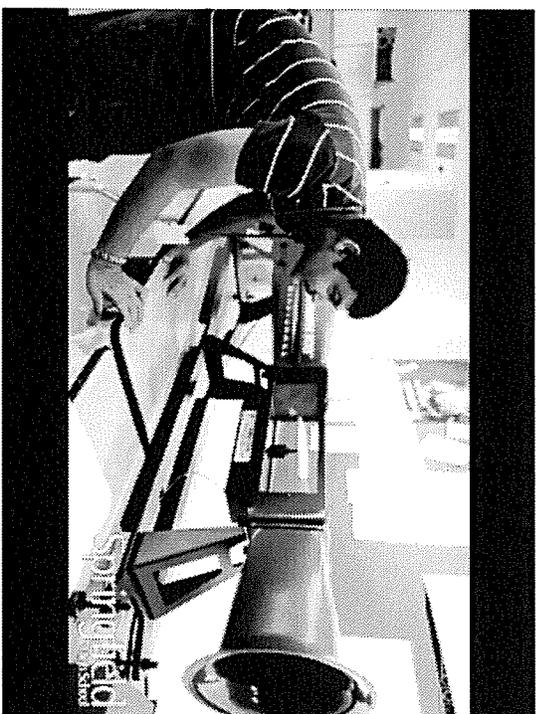
Springfield High »

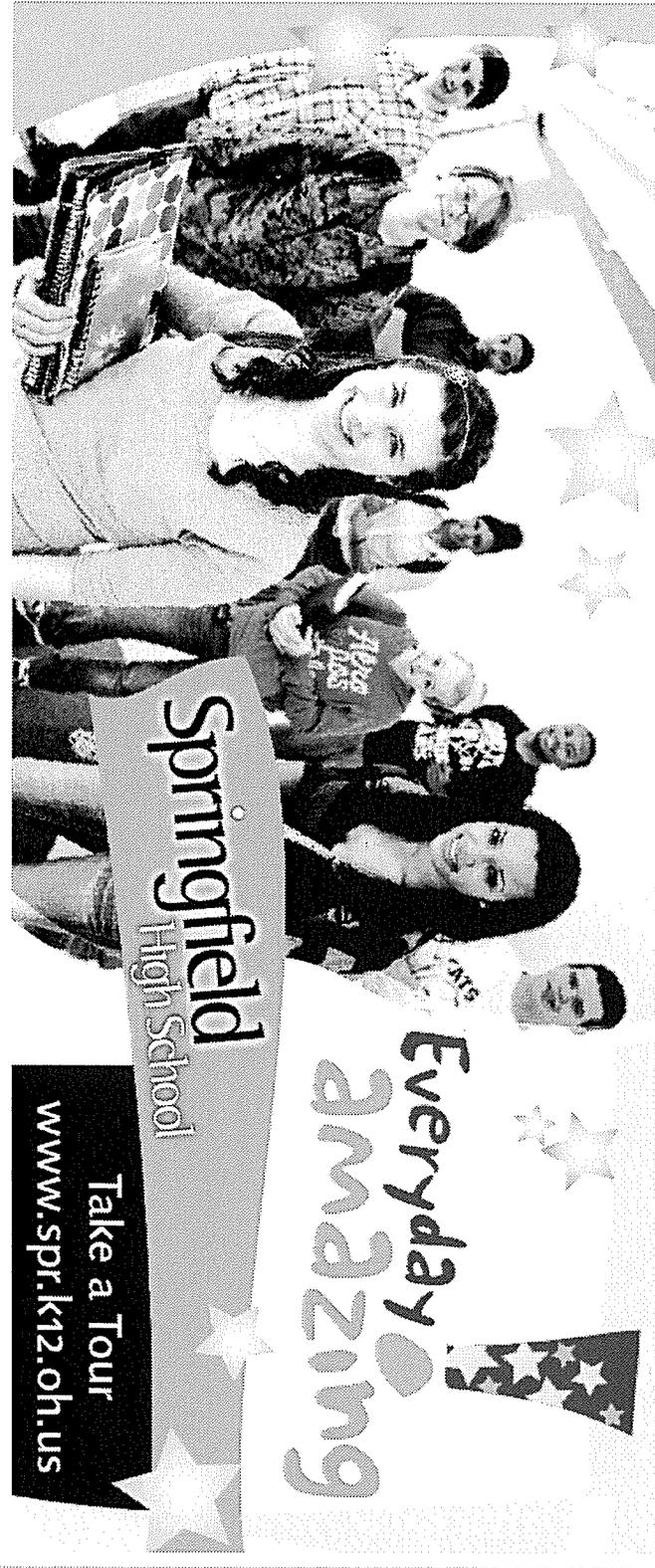
Home » Springfield High » Events Calendar » Grant

Grant

- Our School
- Parents
- 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
 - Myles
 - Grant
 - Kalle
- Google Translate

Springfield High





OUTDOOR : 03-04-12

Springfield High School

Give Us a Day.

We'll give you **Amazing.**

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

Everyday Amazing

To schedule your tour, call 937.505.4320 or visit www.spr.k12.oh.us



MALL SIGNAGE : 03-04-12

Springfield High School

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Take a Tour! Start at www.spr.k12.oh.us

Springfield High School

Everyday Amazing

Take a Tour! Start at www.spr.k12.oh.us

Springfield High School

Everyday Amazing

Take a Tour! Start at www.spr.k12.oh.us

Springfield High School

Everyday Amazing

Take a Tour! Start at www.spr.k12.oh.us

**Deliberate roll out to staff and
students**

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

7

From: MohrCS@spr.k12.oh.us
To: 'Lois Graham' <lgraham@scoho.org>
Date: Mon 04 Feb 2013 01:50:26 PM -0500
Cc:
Subject: RE: Student Record request - Springfield

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

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@scoho.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: lrgraham@schoio.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

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@scoho.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@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

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



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@scoho.org]
Sent: Thursday, January 31, 2013 1:38 PM
To: Mohr, Christopher
Subject: RE: Student Record request - Springfield

Mr. Mohr,

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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@scohoio.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@scohoio.org>]
Sent: Tuesday, January 29, 2013 7:04 PM
To: Mohr, Christopher
Subject: FW: Student Record request - Springfield

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

Lois Graham, Office Manager

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88 E Broad St, Suite 640

Columbus, OH 43215

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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@schoio.org



#4

From: Baldwin@spr.k12.oh.us
To: "Parr Stacy" <parr@spr.k12.oh.us>
Date: Thu 07 Feb 2013 10:38:12 AM -0500
Cc: "Rucker"
Subject: directory information

image003.png ((3 kb))

Update on meeting.

The plan is to revise the AUP in regards to directory information by adding to parental consent AUP form.

In hands of Katy and David. Katy will contact you if any questions and will copy you on draft of additional language for 13-14 AUP.

SCSD changing policy to zero information , only with approval of superintendent for outside associated groups/partners and organizations within SCSD per ORC 3319.321 and FERPA regulations.

[REDACTED]



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.

From: fishkn@spr.k12.oh.us
To: Jamie Callan <jcallan@valco-ind.com>
Date: Thu 25 Apr 2013 12:34:13 PM -0400
Cc: "Baldwin"
Subject: Retention Meeting Today - Reminder and Agenda

Hi, just a reminder that we are meeting at 3:30 today in Supt Conference Room.

On the Agenda:

Quick update on enrollment data as of April 25.

Quick update on OnCourse enrollment status.

Review of Activities of Retention Committee to date, since last January – with attention to ongoing efforts:
possible change of directory information policy for defensive reasons
marketing plans to drive interest in 7-12 enrollment and retention, including OnCourse.
basic approach to improving intake processes, including web-based resource
status of looking at withdrawal data (very brief, Lori is out of the office)

Discussion of further actions for Retention Committee?

See you at 3:30,

Kim

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

From: Fish, Kim
Sent: Monday, May 27, 2013 8:41 AM
To: Weiss, Sandy; Donna Picklesimer External; Truss, Wanda; Wanda Truss; Ed Leventhal; Estrop, David
Cc: kosborn@martinbrowne.com; Casto, Sherry
Subject: slightly revised policy JO for Board Packet, first reading

Hi,

Following review of the policy with Wanda and Donna and Dave, I have made a few minor changes in wording. I am attaching the track changes version here so you can see those changes. Essentially, I clarified the wording about the previous 12 months (Donna thought it might be read to mean 12 months preceding the policy adoption date, I tried to make it clear that it was 12 months previous to any directory information request -- ie, it is a rolling 12 months)

I also separated the directory info paragraphs so that the one which refers to graduates (where there is directory info) is above that list of what constitutes directory info, and put the "there is no directory info for current students" paragraph under that list.

This is the version that I propose we take forward. Sandy, please format it so that the editing notes are not visible and remove the draft watermark, but continue to label it Proposed, and circulate to cabinet and board members. Thank you!

I am most likely not going to be at the pre-board meeting Tuesday morning, but I am confident Dave can answer any questions that might arise!

Thanks all!

Kim N. Fish

Special Projects and Communications Consultant

Springfield City School District

937-505-2810 office

937-206-6466 cell

fishkn@spr.k12.oh.us

File: JO

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;

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.

Deleted:

#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.scyministries.org

From: Faith Bosland <faithbosland@yahoo.com>
To: Baldwin Lori <Baldwin@spr.k12.oh.us>
Cc: SCYM <scyministries@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.scyministries.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

#14

From: parr@spr.k12.oh.us
To: "Pitzer Marilyn" <PITZERMJ@spr.k12.oh.us>
Date: Wed 28 Aug 2013 10:55:57 AM -0400
Cc: "Cross
Subject: RE: AUP info

Hi Marilyn,
Thanks for your inquiry. My responses will be in red below.

Does "I do not agree" on the first response mean that students are not allowed to use any technological equipment at all, or even be in view of their use?

A "Do not agree" on #1 means that students would not be allowed to utilize directly any technology resources, computers, Internet, phones, etc. Students can still be in view - say a teacher is using a smartboard with an elmo showing an Internet site resource - this would be ok. If students go to the lab, an alternative assignment would have to be provided to the student.

The "I do not agree" on the second response seems fairly clear: teachers are not allowed to try to contact the parents through email. Correct.

Does "I do not agree" on the third response mean that we are not allowed to display the student's work or photo in our building, as well as on our web page? Correct. Should these students not be allowed to participate in any school programs in which parents of other students are invited? If #3 were marked "I do not agree" students can still participate in school programs because these programs are generally public events. See the section about public event participation.

Does "I do not agree" on the fourth response mean that the student will not be allowed to participate in the health survey, and if they participate in after school tutoring, such as Eagles and Doves or Century 21, we cannot share DRA scores? #4 has to do with student directory information as listed. I will defer to Kim Fish to provide more information about #4. I have copied her on this email.

Thanks so much,

Stacy C. Parr

Director of Technology and Information Services

Springfield City School District

Service Center

651 E. Home Road

Springfield, Ohio 45503

Office: 937.505.4351

FAX: 937.505.2984

Skype: springfieldcsd

From: Pitzer, Marilyn
Sent: Tuesday, August 27, 2013 3:18 PM
To: Parr, Stacy
Cc: Cross, Sherry
Subject: AUP info

Please clarify so that we can know what we can and can't do when the parents sign no to the follow items on the student AUP forms:

Does "I do not agree" on the first response mean that students are not allowed to use any technological equipment at all, or even be in view of their use?

The "I do not agree" on the second response seems fairly clear: teachers are not allowed to try to contact the parents through email.

Does "I do not agree" on the third response mean that we are not allowed to display the student's work or photo in our building, as well as on our web page? Should these students not be allowed to participate in any school programs in which parents of other students are invited?

Does "I do not agree" on the fourth response mean that the student will not be allowed to participate in the health survey, and if they participate in after school tutoring, such as Eagles and Doves or Century 21, we cannot share DRA scores?

I know the document has to be wordy to cover the District, but some of our parents are confused by it. When we contact them, we would like to clarify.

Joanne

Does "I do not agree" on the third response mean that we are not allowed to display the student's work or photo in our building, as well as on our web page? Should these students not be allowed to participate in any school programs in which parents of other students are invited?
Does "I do not agree" on the fourth response mean that the student will not be allowed to participate in the health survey, and if they participate in after school tutoring, such as Eagles and Doves or Century 21, we cannot share DRA scores?

I know the document has to be wordy to cover the District, but some of our parents are confused by it. When we contact them, we would like to clarify.

Joanne

#16

From: fishkn@spr.k12.oh.us
To: "Estrop David" <estrop@spr.k12.oh.us>
Date: Wed 28 Aug 2013 11:42:38 AM -0400
Cc:
Subject: FW: AUP info

Forgot to cc you!

----- Forwarded Message

From: "Fish, Kim" <fishkn@spr.k12.oh.us>
Date: Wed, 28 Aug 2013 11:42:04 -0400
To: "Parr, Stacy" <parr@spr.k12.oh.us>, "Pitzer, Marilyn" <PITZERMJ@spr.k12.oh.us>, "Baldwin, Lori" <Baldwin@spr.k12.oh.us>
Cc: "Cross, Sherry" <CrossS@spr.k12.oh.us>, "Townsend, Andrea" <townsenda@spr.k12.oh.us>, "Jones, Marvin" <jonesmb@spr.k12.oh.us>, "Kuehnle, Jonathan" <kuehnlejg@spr.k12.oh.us>, "Miller, Dale" <millerdr@spr.k12.oh.us>, "Cleary, Susan" <scleary@spr.k12.oh.us>
Subject: Re: AUP info

Good questions! So good, in fact that I'm cc'g our K-12 Directors and our Treasurer's office (which handles public records requests) so they may see this answer as well as the answers from Stacy below.

On the Directory Info (#4 or AUP)

Related to sharing information such as you mentioned, such as DRA scores with an organization that is contracting with the district to provide specific services (such as Eagle and Dove, or 21st Century grant providers) - my understanding is that those organizations which are under contract with us can have access to student-specific information for which there is a valid administrative purpose and for which there is a contracted need to have that information. (So, your example: DRAs to Eagle and Dove would be fine, for the subset of students that Eagle and Dove evaluates and serves).

The Directory Information disclosure generally applies to non-profit organizations that do not have a formalized relationship with us – for instance, a community non-profit that provides afterschool programs and wants to send a letter or invitation to all the students of a particular school. Those requests need to come to the Superintendent, (via email) and he will consider whether or not the organization is approved to receive directory information. If he decides yes, then we will need to remove the directory information for any students who have a "No" in box 4 before we send the directory information to the approved partner organization. Having the "No" flagged in an electronic record enables us to do this.

I hope that helps clarify this, if not, phone me at 505-2810 and I'll try to do better over the phone!

Kim

On 8/28/13 10:55 AM, "Parr, Stacy" <parr@spr.k12.oh.us> wrote:

From: Pitzer, Marilyn
Sent: Tuesday, August 27, 2013 3:18 PM
To: Parr, Stacy
Cc: Cross, Sherry
Subject: AUP info

Please clarify so that we can know what we can and can't do when the parents sign no to the follow items on the student AUP forms:

Does "I do not agree" on the first response mean that students are not allowed to use any technological equipment at all, or even be in view of their use?

The "I do not agree" on the second response seems fairly clear: teachers are not allowed to try to contact the parents through email.

Does "I do not agree" on the third response mean that we are not allowed to display the student's work or photo in our building, as well as on our web page? Should these students not be allowed to participate in any school programs in which parents of other students are invited?

Does "I do not agree" on the fourth response mean that the student will not be allowed to participate in the health survey, and if they participate in after school tutoring, such as Eagles and Doves or Century 21, we cannot share DRA scores?

I know the document has to be wordy to cover the District, but some of our parents are confused by it. When we contact them, we would like to clarify.

Joanne

----- End of Forwarded Message

From: millerdr@spr.k12.oh.us
To: "Baldwin Lori" <Baldwin@spr.k12.oh.us>
Date: Tue 22 Oct 2013 11:26:01 AM -0400
Cc:
Subject: FW: Student Directory Information Request

#17

image003.png ((2 kb)) School Choice Ohio Public Records Request Template.xls ((34 kb))

I assume we do not provide any information, correct?

If we do not, has the attorney generated a response?

Thanks, Dale

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

#18

From: millerdr@spr.k12.oh.us
To: "Fish Kim" <fishkn@spr.k12.oh.us>
Date: Tue 22 Oct 2013 11:41:43 AM -0400
Cc:
Subject: FW: Student Directory Information Request

 image001.png ((2 kb))

Kim,

Do we have a standard answer to these requests?

Thanks, Dale

From: Baldwin, Lori
Sent: Tuesday, October 22, 2013 11:31 AM
To: Miller, Dale
Cc: Estrop, David
Subject: RE: Student Directory Information Request

I assume same. Will need a standard comment or letter to send back to them this year.

From: Miller, Dale
Sent: Tuesday, October 22, 2013 11:26 AM
To: Baldwin, Lori
Subject: FW: Student Directory Information Request

I assume we do not provide any information, correct?

If we do not, has the attorney generated a response?

Thanks, Dale

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.

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3. Parent's/Guardian's telephone contact information,
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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@scoho.org to make other arrangements.

We look forward to receiving the requested public records.

Sincerely,

A handwritten signature in black ink that reads "Sarah Pechan". The signature is written in a cursive, flowing style.

Sarah Pechan

Senior Director of Programs

School Choice Ohio

#19

From: estrop@spr.k12.oh.us
To: "Baldwin"
Date: Tue 22 Oct 2013 01:04:57 PM -0400

Subject: RE: Student Directory Information Request

image001.png ((2 kb))

Correct, we do not provide them any information. I would suggest that we send them our newly developed and approved Board Policy on this subject. Then if they have any questions, send them to our attorneys.

Dave

From: Baldwin, Lori
Sent: Tuesday, October 22, 2013 11:31 AM
To: Miller, Dale
Cc: Estrop, David
Subject: RE: Student Directory Information Request

I assume same. Will need a standard comment or letter to send back to them this year.

From: Miller, Dale
Sent: Tuesday, October 22, 2013 11:26 AM
To: Baldwin, Lori
Subject: FW: Student Directory Information Request

I assume we do not provide any information, correct?

If we do not, has the attorney generated a response?

Thanks, Dale

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.

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

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1. Student and parent's/guardian's name,
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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.

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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@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

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.

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1. Student and parent's/guardian's name,
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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.

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

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Attention: Kaleigh Frazier

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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@scobio.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,

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@scoho.org>]
Sent: Tuesday, October 22, 2013 10:54 AM
Subject: Student Directory Information Request

Dear School District Treasurer:

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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.



Via electronic mail to studentinfo@scoho.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

#22

From: estrop@spr.k12.oh.us
To: 'Joshua Jennings' <JJennings@globalimpactacademy.org>
Date: Fri 17 Jan 2014 11:10:18 AM -0500
Cc:
Subject: RE: Calendar

Forward the request to me and I will see that it happens.

Dave

From: Joshua Jennings [mailto:JJennings@globalimpactacademy.org]
Sent: Friday, January 17, 2014 10:27 AM
To: Estrop, David
Subject: Re: Calendar

Thanks,

One other item: We never received any directory information from Springfield City Schools. We have been working off the 8 and 9 grade lists from last year.

Joshua Jennings

Founding Director

Global Impact STEM Academy

jjennings@globalimpactacademy.org

On Jan 17, 2014, at 10:22 AM, "Estrop, David" <estrop@spr.k12.oh.us>

wrote:

We are all waiting on ODE to set the dates for the new state tests

Sent from my iPhone

On Jan 17, 2014, at 7:36 AM, "Joshua Jennings" <jjennings@globalimpactacademy.org> wrote:

Have you done any work on your 14/15 school year calendar?

Joshua Jennings

Founding Director

Global Impact STEM Academy

jjennings@globalimpactacademy.org

#23

From: parr@spr.k12.oh.us
To: "Durrant Imogene" <durrant@spr.k12.oh.us>
Date: Wed 12 Feb 2014 08:48:07 AM -0500
Cc: "Hudepohl"
Subject: RE: AUP Section 4-Consent for Disclosure of Student Information for Superintendent Approved Purposes

No that doesn't stop the student from getting on the computer - that is just not allowing us to send out directory information essentially.

Stacy C. Parr
Director of Technology and Information Services
Springfield City School District
Clark Center
1500 W. Jefferson Street
Springfield, Ohio 45506
Office: 937.505.4351
FAX: 937.505.2984
Skype: springfieldcsd

From: Durrant, Imogene
Sent: Wednesday, February 12, 2014 7:40 AM
To: Parr, Stacy
Cc: Hudepohl, Vicki; Matuke, Constance
Subject: AUP Section 4-Consent for Disclosure of Student Information for Superintendent Approved Purposes

Stacy

Kenwood has a parent that did not "Agree" to this section of the student AUP. Will that stop students from getting on the computer?

Please advise.

Thanks

Imogene Durrant

Kenwood

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; 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

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):
 - 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; Kuehnle, Jonathan; Miller, Dale; Parr, Stacy; Starrett, Dona; Tipler, Stacey; Townsend, Andrea
Subject: Re: Action Required - Roster Verification Data

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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>

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Thor Sage

Executive Director

Miami Valley Educational Computer Association

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<image001.jpg>

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

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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

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Thor

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Please advise.

Thanks!

Dave

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Sent: Friday, February 21, 2014 2:29 PM
Subject: Action Required - Roster Verification Data

Dear Superintendent,

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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

#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.

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

#27

Thanks !... 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

#28

From: Baldwin@spr.k12.oh.us
To: 'Steven Vrooman' <vroomans@clarkstate.edu>
Date: Wed 07 Aug 2013 03:53:50 PM -0400
Cc: "Miller"
Subject: RE: Champion City Scholar Annual Data Request

📎 1314ChampionCity.xls ((213 kb))

Hi Steve,

Hope you are having a nice summer. Here is your report.... let me know if you need anything else.

Lori

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.

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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

From: Baldwin@spr.k12.oh.us
To: 'Carl Berg' <cberg@globalimpactacademy.org>
Date: Wed 01 May 2013 01:39:12 PM -0400
Cc:
Subject: RE: request

#29

No problem!

From: Carl Berg [mailto:cberg@globalimpactacademy.org]
Sent: Wednesday, May 01, 2013 1:14 PM
To: Baldwin, Lori
Cc: scott.webb@clarkesc.org
Subject: Re: request

THANK YOU!!! Carl

Sent from my iPhone

On May 1, 2013, at 9:25 AM, "Baldwin, Lori" <Baldwin@spr.k12.oh.us> wrote:

Here you go! sorted by grade level and then alphabetical. 546 -7th graders. 595 -8th. these numbers include all three middle schools and Keifer.

Please let me know if this helps.

Lori

From: Carl Berg [mailto:cberg@globalimpactacademy.org]
Sent: Wednesday, May 01, 2013 8:57 AM
To: Baldwin, Lori
Subject: Re: request

Lori. Given the very large numbers for SCSD 7&8 graders and our time limitations, could you send me the two grades separated? We simply can't get all of the info out if we include both grades in the initial mailing. If you can do so please cc the list to

Scott.Webb@ccesc.org

Many thanks.
Sent from my iPhone

On Apr 22, 2013, at 8:56 AM, "Baldwin, Lori" <Baldwin@spr.k12.oh.us> wrote:

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.

<image002.png>

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.

<stem1042213.xls>

<publicrequestltr.pdf>

<BoardJO.pdf>

<STEM2050113publicreq.xls>

#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

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.

JAMES D. ABRAMS
DIRECT: 614.334.6162
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, Keifer 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.schoio.org>, you requested that School Choice provide you copies of material that it intended to mail to the students and families.

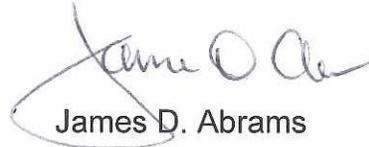
Attached hereto is the informational material (the "Informational Material") that School Choice intends to send to the students and families of the Springfield City School District to inform them about public school options, including an ability to earn college credit during high school. School Choice 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.

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,

A handwritten signature in black ink, appearing to read "James D. Abrams", is written over a circular stamp or watermark. The signature is fluid and cursive.

cc: Sarah Pechan (via email w/att.)
Matthew Cox (via email w/att.)

MIDDLE SCHOOL & HIGH SCHOOL STUDENTS

GET A
JUMPSTART
ON
COLLEGE
& YOUR
CAREER



HIGH SCHOOL CLASSES
CAN COUNT FOR
COLLEGE, WITHOUT
COSTING YOU A DIME.



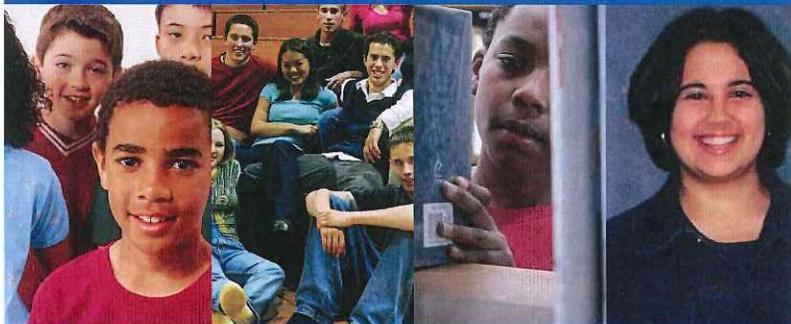
Columbus
Urban League

What could this do for me & my future?

"I love that I have the opportunity to take college classes while I am still in high school. By getting a college experience now, I am more likely to go to college full-time, and I already have a feel for what to expect once I do." - *Taja*

- Kill two birds with one stone – take classes in high school that count for both high school and college credit at the same time.
- Save money on college tuition.
- Graduate from high school with a two-year college degree, a career certificate, or up to 4 years of college credit.
- Build confidence in your ability to achieve in college.
- Explore and test drive high-tech careers that are in high demand like medical, computer technology, engineering, and media careers.
- Get used to the harder work now so that your transition to college will be easier.

"A high school education holds significant value, but a college education holds limitless opportunity." - *Jonathan Reed*



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

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

"It's a great opportunity." - *Kessiah Cunningham*



For more information contact:

School Choice Ohio www.schoio.org 614.223.1555

More college information: www.knowhow2goohio.org

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.

HIGH SCHOOLS WHERE STUDENTS EARN ASSOCIATE DEGREES

"The tuition-free early college high school helps my family financially,
while allowing me to take control of my own future."—Brittany Price

EARLY COLLEGE HIGH SCHOOLS

Early college high schools are high schools that focus on getting students ready for college. Students who graduate from an early college high school can earn a high school diploma AND a 2-year college degree.

How do I sign up?

Any student can apply. Students whose parents didn't attend college are especially invited to apply. Each school has its own focus and style. You can find the state rating for each school at <http://ilrc.ode.state.oh.us>.

Most applications are due in the winter of the student's 8th grade year. So, start planning during middle school!

- Akron Early College High School 330-972-6450
- Columbus Africentric Early College 614-365-8675
Grades 6-12, application process begins winter of 5th grade year
- Dayton Early College Academy (DECA) 937-229-5780
Grades 7-12, application process begins winter of 6th grade year
- Design Lab Early College High School (Cleveland) 216-621-5064
- Early College High School in Canton 330-458-3950
- Early College High School in Lorain County (Elyria) 440-366-7689
- Metro Early College High School (Columbus) 614-247-2276
- Charles School at Ohio Dominican University (Columbus) 614-258-8588
- Toledo Early College High School 419-530-3003
- Youngstown Early College High School 330-744-7923

What do I get in the end?

Students who graduate from Early College High Schools earn up to 60 college credits and a 2-year associate degree along with their high school diploma.

How much does it cost?

College tuition and textbooks, along with high school curriculum, are free. There may be some transportation costs if the school does not provide bus service.



For more information:

www.earlycolleges.org



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 Rarric, 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 a head 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, computers, criminal science, business, automotive, 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.techprepohio.org

www.techprepohio.org/students/consortia.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 a year. I am getting ready to graduate with my bachelor's degree in psychology and am very thankful to have been able to use that year to really seek out my calling and not have to pay a penny for it."—*Katie Webb*

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 applies 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. Or 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?

Anyone 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 can get 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://tinyurl.com/OhioPSEO>

Check with your local guidance counselor to see if your school district has any separate double-credit agreements with local colleges.

HIGH SCHOOL CLASSES THAT CAN COUNT FOR COLLEGE CREDIT

"The Advanced Placement courses I took saved me and my family time and money. By earning college credit in high school, I was able to graduate from Ohio State in three years instead of four." —David Haskell

ADVANCED PLACEMENT CLASSES

Advanced Placement classes are high-level high school classes that can count for college credit if a student passes a test at the end of the class. There are 30 possible courses, which cover a range of English, Science, Math, History, Art, and Technology subjects.

How do I sign up?

Students apply for Advanced Placement courses at the same time they develop their class schedule each year.

In general, all high school students are eligible to take Advanced Placement classes. However, each school can set its own eligibility requirements.

If a student does not meet the eligibility requirements of their school or if their school does not offer Advanced Placement classes, students may still be able to participate. Opportunities exist to take the classes independently or virtually by watching a teacher live via satellite on television.

What do I get in the end?

After finishing an Advanced Placement class, students take an exam to receive college credit. Public colleges in Ohio will grant free college credit to students who earn a score of 3 or more of 5 possible points on the exam.

How much does it cost?

Advanced Placement classes are free. To take the exam for college credit, the cost is \$86. However, the State of Ohio covers the cost of the exam for students with financial need.



For more information:

Ohio Department of Education

<http://tinyurl.com/AdvancedPlacementOhio>

www.collegeboard.com/student/testing/ap/reg.html

www.collegeboard.com/student/testing/ap/subjects.html

FIND OUT HOW
OHIO HIGH SCHOOLERS
CAN EARN COLLEGE
& CAREER CREDITS FOR

 **FREE** 

This brochure was made possible by School Choice Ohio, KidsOhio, and the Ohio Grantmakers Forum through a grant from the Bill and Melinda Gates Foundation. Special thanks to the Ohio Board of Regents and the Ohio Department of Education for providing helpful information.

We all want our children to have a quality education and bright futures that offer them great opportunities for higher education. This Scholarship Program offers that opportunity.

-Lisa J., Mother of EdChoice Recipient in Cincinnati

Founded in 2005, School Choice Ohio is a non-profit organization that is committed to protecting and expanding educational options for Ohio students.



Promoting Equal Access to Quality Educational Options

88 East Broad Street, Suite 640
Columbus, OH 43215

www.schoio.org

Phone: 614-223-1555

Fax: 614-223-1565

Email: info@schoio.org

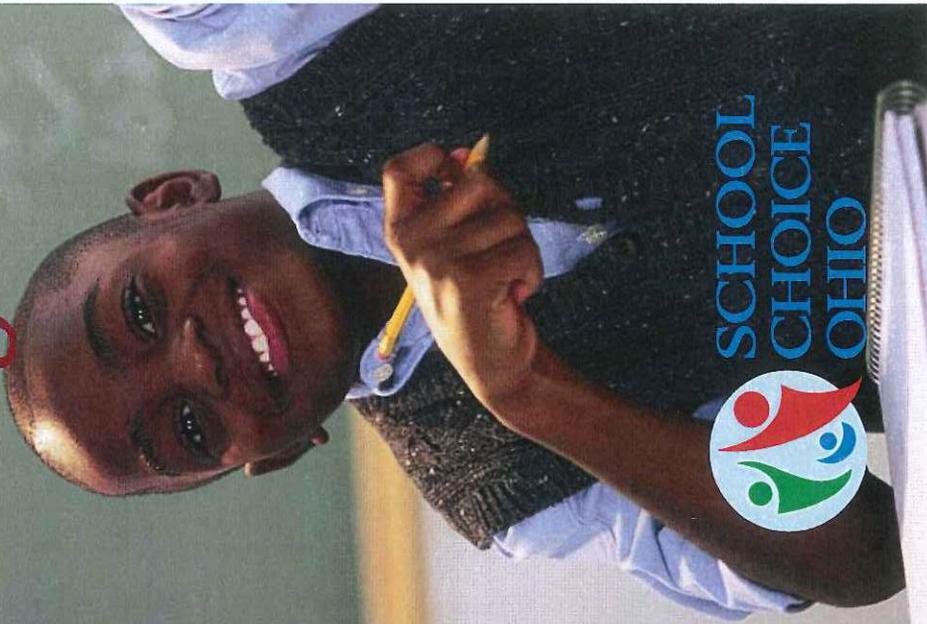
Blog: www.schoio.org/blog

www.facebook.com/schoolchoiceohio

www.twitter.com/schoolchoiceoh

www.youtube.com/schoolchoiceohio

Ohio EdChoice Scholarship Program



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 but 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.

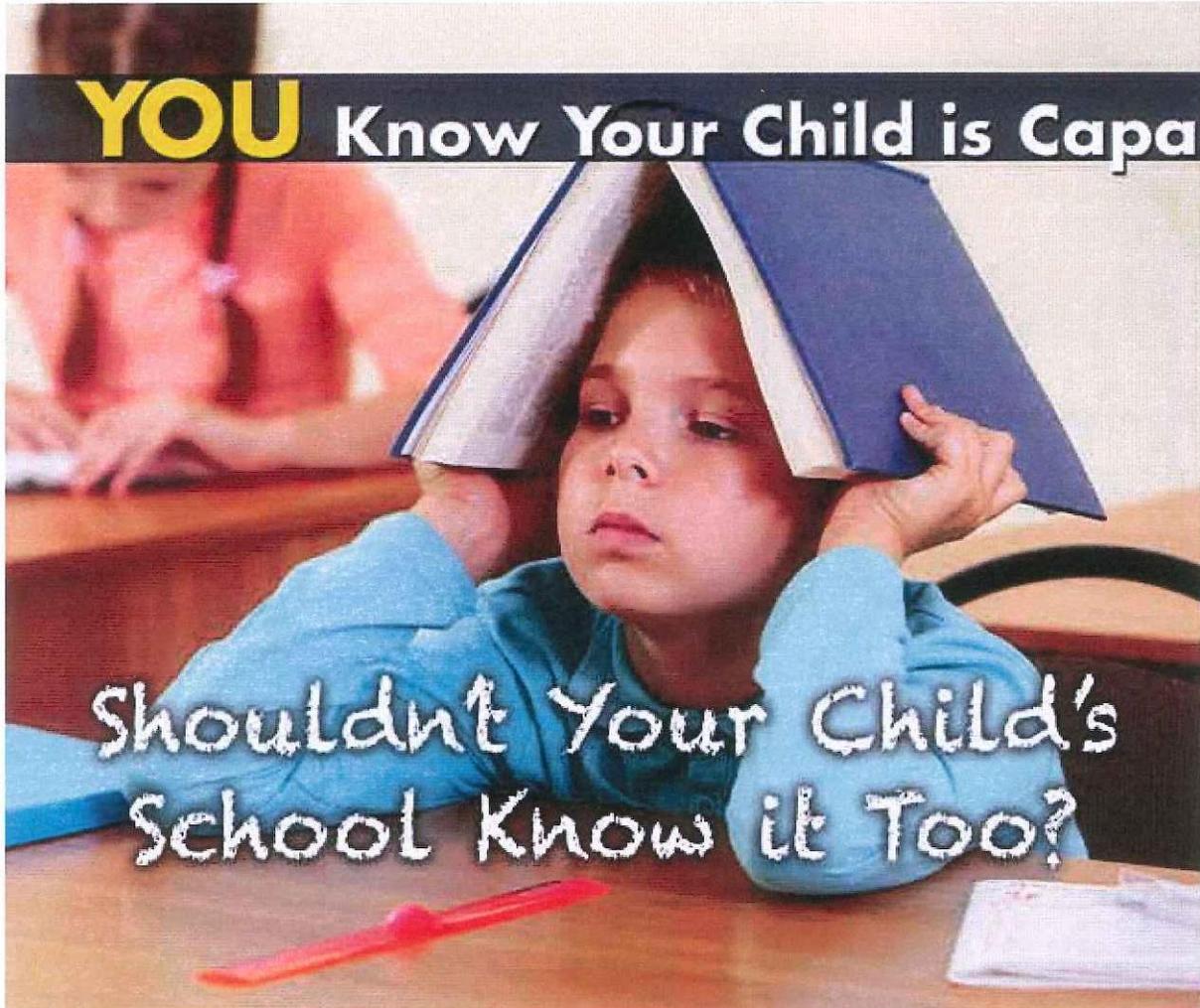
Still Need Help?

For additional information related to scholarship application deadlines or any other questions, please contact School Choice Ohio at (800) 673-5876 or fo@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?



88 E. Broad St., Suite 640
Columbus, OH 43215

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

121515995



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

You Have a Choice.

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. Go to www.schoio.org. Click on "EdChoice Scholarship" and find out if your child's public school is eligible.
2. If your child is eligible, check out the list of participating private schools to find the one that's right for you.
3. Get in touch with the school of your choice as soon as possible and tell them that you want EdChoice for your child.

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



Interested?

Visit www.schoio.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.schoio.org. Click on "EdChoice 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.schoio.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 19th
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.schoio.org



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



April 17, 2013

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

Superintendent
David C. Estrop, Ph.D.
937.505.2806

Treasurer
Dale Miller
937.505.2811

Board Members
Anita Biles
jamie Callan
Ed Leventhal
Donna Picklesimer
Wanda Truss

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.

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

From: Cleary, Susan
Sent: Thursday, April 18, 2013 8:02 PM
To: 'lgraham@scoho.org'
Cc: Miller, Dale
Subject: Public Records Request

Dear Ms. Graham:

Please see our attached responses to your recent public records request.

Also please note the attached excel spreadsheet has 8 tabs at the bottom.

Susan Cleary

Treasurer's Office
Springfield City School District
1500 W. Jefferson St.
Springfield, Ohio 45506-1224
Phone: (937) 505-2811
Fax: (937) 328-1095
e-mail: scleary@spr.k12.oh.us



GLOBAL IMPACT
STEM ACADEMY

JAN 23 2014
Global Impact STEM Academy

P.O. Box 1344
Springfield, OH 45501-1344
Phone: (937) 328-6600
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 A. Jennings
Joshua Jennings
Founding Director

*Approved
David Estrop*

*Please forward
to Lori B.
Thanks
AE*

1779

*LB
1-21-14*



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 cberg@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

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

Superintendent
David C. Estrop, Ph.D.
937.505.2806

Treasurer
Dale Miller
937.505.2811

Board Members
Anita Biles
Jamie Callan
Ed Leventhal
Donna Picklesimer
Wanda Truss

File: KBA

PUBLIC'S RIGHT TO KNOW

The Board supports the right of the people to know about the programs and services of their schools and makes efforts to disseminate appropriate information. Each principal is authorized and expected to keep the school's community informed about the school's program and activities. The release of information of districtwide interest is to be coordinated by the Superintendent.

Business of the Board is discussed and decisions are made at public meetings of the Board, except such matters as are properly discussed in private executive sessions.

The official minutes of the Board, its written policies, its financial records and all other public records are open for inspection in the office of the Treasurer during the days and hours when the administration offices are open.

Records pertaining to individual students and other confidential materials are not released for inspection by the public or any unauthorized persons, either by the Treasurer, Superintendent or other persons responsible for the custody of confidential files. Only that information deemed information may be released from an individual student's file, and only after complying with the regulations prepared by the administration for the release of such information. Student records that consist of 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.

Any individual who wants to obtain a copy of a public record may request to have the record duplicated on paper, on the same medium on which the record is kept or on any other medium the Superintendent/designee determines that the record can reasonably be duplicated as an integral part of normal operations.

The District may ask that the request be put in writing and, at the same time, notify the requestor that it is not mandatory to do so according to State law.

If a public records request is denied, the district provides an explanation with legal authority as to why the request is denied.

If the person seeking the copy makes a choice under this provision, the District must provide the record in accordance with that choice if available to the District. A fee may be charged for copies. The district may require the fee charged for copies be paid in advance.

The person making a mail request pays the cost of postage and other supplies in advance. The number of mail requests sent to any one person is limited to 10 a month unless the person certifies in writing that the records, or the information in them, will not be used for commercial purposes.

The Board's public records policy is posted in a conspicuous location in the central office and in all other District buildings and employee handbooks provided by the District.

[Adoption date: November, 1986]

[Re-adoption date: February 26, 1998]

[Re-adoption date: September 27, 2007]

LEGAL REFS.: Family Educational Rights and Privacy Act; 20 USC, Section 1232g

ORC 121.22

149.43

3319.321

OAC 3301-35-03; 3301-35-04

CROSS REFS.: BDC, Executive Sessions

BDDG, Minutes

GBL, Personnel Records

GBS, Health Insurance Portability and Accountability Act

IGBA, Programs for Students with Disabilities

JO, Student Records

KA, School-Community Relations Goals

KKA, Recruiters in the Schools

DATA AND RECORDS RETENTION

All records are the property of the District and are not removed, destroyed, mutilated, transferred or otherwise damaged or disposed of, in whole or in part, except as provided by law or under the rules adopted by the District Records Commission. Such shall be delivered by outgoing officials and employees to their successors and shall not be otherwise removed, transferred or destroyed unlawfully.

The Commission is composed of the Board President, the Treasurer and the Superintendent and meets at least once every 12 months.

The functions of the Commission are to review applications for one-time records disposal and schedules of records retention and disposition submitted by any employee of the District. Records may be disposed of by the District pursuant to the procedure outlined below. The Commission may at any time review any schedule it has previously approved and may revise that schedule.

The Superintendent designates a "Records Officer" in each department/building who is responsible for all aspects of records retention, including electronic mail, within that department/building.

When District records have been approved for disposal, the Commission sends a list of such records to the Ohio Historical Society. If he/she approves the action by the Commission, in whole or in part, he/she informs the Commission within 15 business days from the day the disposal request was received and these records are not destroyed. The Ohio Historical Society is given the opportunity for a period of 15 days to select for its custody such public records as it considers to be of continuing historical value.

When a revised schedule of records retention and disposition has been approved by the District Records Commission and the Board of Education, the designated Records Officer then submits (via mail or email) the schedule to the Ohio Historical Society. The Ohio Historical Society then has 60 days to review the schedule. Once the schedule is approved, the revised retention schedule is sent to the Auditor of State. The Auditor of State has 60 business days to review the schedule. The District Records Commission will be notified either by mail or email with the outcome of the review.

Electronic Mail

Electronic mail sent or received by the Board and/or District employees may be considered a public record subject to public disclosure or inspection under Ohio's Sunshine Law. Upon sending or receiving electronic mail, all users shall segregate or store public electronic mail records.

All Board and District electronic mail communications are monitored in accordance with the attached regulation to ensure that all public electronic mail records are retained, archived and destroyed in compliance with State law.

District employees are subject to disciplinary action for violation of this policy and regulation.

(Adoption date: February 26, 1998)

(Re-adoption date: September 24, 2009)

LEGAL REFS.: Family Educational Rights and Privacy Act; 20 USC 1232 et seq.

ORC 9.01
 149.35; 149.41; 149.43
 3313.29
 3319.321
 3701.028
 Auditor of State form RC-2

CROSS REFS.: DJ, Fiscal Accounting and Reporting
 GBL, Personnel
 JO, Student
 KBA, Public's Right to Know

Exhibit H

IN THE SUPREME COURT OF OHIO

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, RESPONSES TO
RELATOR’S FIRST REQUEST FOR ADMISSIONS**

Comes now Respondent, Springfield City School District (“Springfield”), by and through counsel, and for its Responses to Relator’s First Request for Admissions, states as follows:

Request for Admission No. 1. Admit that Springfield is a “school district unit” as that term is used in Ohio Revised Code § 149.43(A)(1).

Response: Admit.

Request for Admission No. 2. Admit that the records requested by School Choice Ohio in its October 22, 2013, January 9, 2014, and February 24, 2014, public records request are “records” as that term is defined in Ohio Revised Code § 149.011(G).

Response:

Deny. The requests made by School Choice Ohio on October 13, 2013, January 9, 2014, and February 24, 2014 were for “directory information for all students in the district, including district students who attend charter schools.” Because Springfield has not designated any categories of student information as “directory information” for current students, and because Springfield is not in a legal position to designate information related to students in the district who attend a charter school as “directory information”, Springfield has no records containing “directory information” responsive to the requests. Springfield admits that it does have certain “records” as that term is defined in Ohio Revised Code 149.011(G) responsive to School Choice Ohio’s February 24, 2014 public records request, and such records were produced by Springfield.

Request for Admission No. 3. Admit that Springfield relied on the exception for “[r]ecords the release of which is prohibited by state or federal law” in Ohio Revised Code § 149.43(A)(1)(v) in denying School Choice Ohio’s October 22, 2013, January 9, 2014, and February 24, 2014, public records requests.

Response: Admit.

Request for Admission No. 4. Admit that the exception for “[r]ecords the release of which is prohibited by state or federal law” in Ohio Revised Code § 149.43(A)(1)(v) is the only exception under Ohio Revised Code § 149.43(A)(1) on which Springfield relied in denying School Choice Ohio’s October 22, 2013, January 9, 2014, and February 24, 2014, public records requests.

Response: Deny.

Request for Admission No. 5. Admit that the Current Policy afforded Springfield’s “Superintendent or his designee” the discretion to approve the disclosure of Student Information to School Choice Ohio in response to School Choice Ohio’s October 22, 2013, public records request.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield’s current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objections, Deny. Springfield’s Policy JO requires that the Superintendent properly administer student records in keeping with Ohio law and federal requirements.

Request for Admission No. 6. Admit that the Current Policy afforded Springfield's "Superintendent or his designee" the discretion to approve the disclosure of Student Information to School Choice Ohio in response to School Choice Ohio's January 9, 2014, public records request.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Without waiving the aforementioned objection, Deny. Further objecting, the term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator's definition of "Current Policy" is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator's definition of "Current Policy" is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield's current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objections, Deny. Springfield's Policy JO requires that the Superintendent properly administer student records in keeping with Ohio law and federal requirements.

Request for Admission No. 7. Admit that the Current Policy afforded Springfield's "Superintendent or his designee" the discretion to approve the disclosure of Student Information to School Choice Ohio in response to School Choice Ohio's February 24, 2014, public records request.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator's definition of "Current Policy" is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator's definition of "Current Policy" is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield's current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objections, Deny. Springfield's Policy JO requires that the Superintendent properly administer student records in keeping with Ohio law and federal requirements.

Request for Admission No. 8. Admit that Springfield did not disclose Student Information to School Choice Ohio in response to School Choice Ohio's October 22, 2013, public records request because the "Superintendent or his designee" exercised discretion under the Current Policy to deny that request.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator's definition of "Current Policy" is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator's definition of "Current Policy" is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield's current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objections, Deny. Pursuant to "Directory Information" as designated by Policy JO, Springfield did not have any Directory Information with respect to current to students to disclose to Relator in response to its October 22, 2013 request.

Request for Admission No. 9. Admit that Springfield did not disclose Student Information to School Choice Ohio in response to School Choice Ohio's January 9, 2014, public records request because the "Superintendent or his designee" exercised discretion under the Current Policy to deny that request.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator's definition of "Current Policy" is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator's definition of "Current Policy" is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield's current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objections, Deny. Pursuant to "Directory Information" as designated by Policy JO, Springfield did not have any Directory Information with respect to current to students to disclose to Relator in response to its January 9, 2014 request.

Request for Admission No. 10. Admit that Springfield did not disclose Student Information to School Choice Ohio in response to School Choice Ohio's February 24, 2014, public records request because the "Superintendent or his designee" exercised discretion under the Current Policy to deny that request.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator's definition of "Current Policy" is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator's definition of "Current Policy" is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield's current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objections, Deny. Pursuant to "Directory Information" as designated by Policy JO, Springfield did not have any Directory Information with respect to current to students to disclose to Relator in response to its February 22, 2014 request.

Request for Admission No. 11. Admit that each category of Student Information identified in the Current Policy may be designated by an educational agency or institution as "directory information" under FERPA.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator's definition of "Current Policy" is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator's definition of "Current Policy" is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield's current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objections, Springfield admits that each category of information designated as Directory Information for former students in Springfield's Policy JO may be designated by an educational agency or institution as "directory information" under FERPA.

Request for Admission No. 12. Admit that each parent or guardian that has consented to disclosure of Student Information under the Current Policy has released Springfield 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 the parent's or guardian's child's personally identifiable information.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator's definition of "Current Policy" is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator's definition of "Current Policy" is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s), and such form speaks for itself. Further objecting, Springfield's current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objections, Deny as there is no private right of action under FERPA. Furthermore, the release language contained in Springfield's "Consent for Disclosure of Student Information for Superintendent Approved Purposes" form does not insulate Springfield from allegations of FERPA violations or any consequences which may be imposed by the Family Policy Compliance Office.

Request for Admission No. 13. Admit that disclosure of Student Information by Springfield in compliance with the Current Policy does not constitute a violation of FERPA.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator's definition of "Current Policy" is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator's definition of "Current Policy" is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield's current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objection, Springfield admits that disclosure of "directory information" pertaining to its former students as defined by its current policy related to Student Records and Directory Information otherwise known as Policy JO would not constitute a violation of FERPA.

Request for Admission No. 14. Admit that disclosure of Student Information by Springfield in compliance with the Current Policy constitutes a violation of FERPA.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield’s current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objection, Springfield denies that disclosure of “directory information” pertaining to its former students as defined by its current policy related to Student Records and Directory Information otherwise known as Policy JO would constitute a violation of FERPA.

Request for Admission No. 15. Admit that the Current Policy constitutes a designation of information for release by Springfield in accordance with FERPA.

Response: Objection. The term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield’s current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself.

Without waiving the aforementioned objection, Springfield admits that its current policy related to Student Records and Directory Information otherwise known as Policy JO designates information for release with respect to its former students in accordance with FERPA.

Request for Admission No. 16. Admit that Springfield has presented Student Information to one or more representatives of business under the Current Policy.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield’s current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself. Further objecting, the term “representatives of business” is vague and overbroad. Springfield maintains the use of “presented” is also vague, overbroad, ambiguous and confusing.

Without waiving the aforementioned objections, Springfield admits that it has disclosed at least some personally-identifiable information pertaining to one or more of its current or former students to one or more third party(s) in accordance with its current policy related to Student Records and Directory Information otherwise known as Policy JO in keeping with Ohio law and federal requirements.

Request for Admission No. 17. Admit that Springfield has presented Student Information to one or more representatives of industry under the Current Policy.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield’s current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself. Further objecting, the term “representatives of industry” is vague and overbroad. Springfield maintains the use of “presented” is also vague, overbroad, ambiguous and confusing.

Without waiving the aforementioned objections, Springfield admits that it has disclosed at least some personally-identifiable information pertaining to one or more of its current or former students to one or more third party(s) in accordance with its current policy related to Student Records and Directory Information otherwise known as Policy JO in keeping with Ohio law and federal requirements.

Request for Admission No. 18. Admit that Springfield has presented Student Information to one or more representatives of charitable institutions under the Current Policy.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield’s current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself. Further objecting, the term “representatives of charitable institutions” is vague and overbroad. Springfield maintains the use of “presented” is also vague, overbroad, ambiguous and confusing.

Without waiving the aforementioned objections, Springfield admits that it has disclosed at least some personally-identifiable information pertaining to one or more of its current or former students to one or more third party(s) in accordance with its current policy related to Student Records and Directory Information otherwise known as Policy JO in keeping with Ohio law and federal requirements.

Request for Admission No. 19. Admit that Springfield has presented Student Information to one or more representatives of other employers under the Current Policy.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield’s current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself. Further objecting, the term “representatives of other employers” is vague and overbroad. Springfield maintains the use of “presented” is also vague, overbroad, ambiguous and confusing.

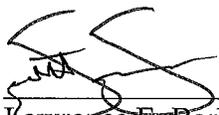
Without waiving the aforementioned objections, Springfield admits that it has disclosed at least some personally-identifiable information pertaining to one or more of its current or former students to one or more third party(s) in accordance with its current policy related to Student Records and Directory Information otherwise known as Policy JO in keeping with Ohio law and federal requirements.

Request for Admission No. 20. Admit that Springfield has presented Student Information to one or more representatives of institutions of higher education under the Current Policy.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. Further objecting, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Further objecting, Springfield’s current policy with respect to Student Records is set forth in Policy JO, and such policy speaks for itself. Further objecting, the term “representatives of institutions of higher education” is vague and overbroad. Springfield maintains the use of “presented” is also vague, overbroad, ambiguous and confusing.

Without waiving the aforementioned objections, Springfield admits that it has disclosed at least some personally-identifiable information pertaining to one or more of its current or former students to one or more third party(s) in accordance with its current policy related to Student Records and Directory Information otherwise known as Policy JO in keeping with Ohio law and federal requirements.

As to all objections,



Lawrence E. Barbieri (#0027106)

Counsel of Record

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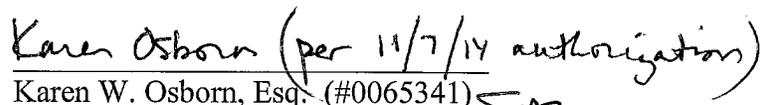
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CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing was served this 7th day of November, 2014, on the following via email pursuant to Ohio Rule of Civil Procedure 5(B)(2)(f) and S.Ct.Prac.R. 3.11(B)(1):

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Counsel for School Choice Ohio, Inc.



Scott A. Sollmann

Exhibit I

IN THE SUPREME COURT OF OHIO

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, ANSWERS TO
RELATOR’S FIRST SET OF INTERROGATORIES AND REQUEST
FOR PRODUCTION OF DOCUMENTS**

Comes now Respondent, Springfield City School District (“Springfield”), and for its Answers to the Relator’s First Set of Interrogatories and Request for Production of Documents, states as follows:

GENERAL STATEMENTS AND OBJECTIONS

In addition to the specific objections separately set forth in response to certain interrogatories, the interrogatories, as a whole, are subject to the following general objections:

1. Springfield City School District objects to any interrogatory or part thereof insofar as a response would necessitate disclosure of information protected by the attorney-client privilege or of materials prepared or obtained in anticipation of litigation and protected by work-product immunity.
2. Springfield City School District objects to any interrogatory to the extent that it requests information beyond the scope of discovery permitted by Rule 26 of the Ohio Rules of Civil Procedure.
3. Springfield City School District objects to any interrogatory to the extent that it requests information more practically obtainable by reference to documents.
4. Springfield City School District objects to any interrogatory to the extent that it requests information unreasonably cumulative or duplicative of information obtained or obtainable from other sources that are more convenient and less burdensome.

5. Springfield City School District objects to any interrogatory to the extent it requests information within the knowledge and/or control of relator, School Choice of Ohio.

6. Notwithstanding and without waiving any of the foregoing general objections, Springfield City School District specifically responds and objects to the interrogatories below. Springfield City School District makes these responses subject to and without waiving:

- A. any objections to the admissibility as evidence of any information disclosed;
- B. any objections to other discovery directed to the subject matter of any information disclosed;
- C. the right to make additional objections, or to seek protective orders in the event of additional objections, or to seek protective orders in the event that additional review of files and/or pretrial preparation result in further information with respect to any of the interrogatories; and
- D. the right at any time to review, correct, supplement and/or clarify any of the responses herein, consistent with the Ohio Rules of Civil Procedure.

INTERROGATORY ANSWERS

Interrogatory No. 1. Identify the full name, address, and position at Springfield, if any, of every person who assisted in the preparation of or provided information, documents or other materials for Springfield's responses to these Requests.

Answer: Dr. David C. Estrop, Superintendent
Stacey Parr, Director of Technology & Information Systems
Kim Fish, Communications & Special Projects Consultant
Lori Baldwin, Education Management Information System "EMIS"
Coordinator
Susan Cleary, Assistant in the Treasurer's Office
1500 West Jefferson Street
Springfield, OH 45506
These answers were also drafted with the assistance of counsel.

Interrogatory No. 2. Identify any third party requests for Student Information, including names, addresses, affiliations, and the date of each request from Springfield from 2012 to the present by providing the date of the request, the party making the request and the nature or types of Student Information requested, and whether Springfield provided the requested Student Information.

Answer: Objection, the definition of "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally identifiable information is with respect to current or former students. Springfield further objects on the basis that this interrogatory is vague, ambiguous, unclear, overbroad, and unduly burdensome as to the term "third party requests." Springfield further objects as Interrogatory No. 2 is not limited to events or the timeframe relevant to the complaint of 2013 and 2014. Springfield further objects as Relator is asking Springfield to identify

information that has previously been identified and provided by Springfield in response to Relator's public records requests and is already in the possession, custody, or control of Relator or Relator's counsel.

Interrogatory No. 3. For each request identified in the response to Interrogatory No. 2 that Springfield denied, state all reasons for such denial.

Answer: Please see the Answer and Objections to Interrogatory No. 2. Springfield has a further objection in that this interrogatory calls for a narrative response. *Penn Central Co. v. Armco Steel Corp.* (1971), 27 Ohio Misc. 76. Springfield further objects as Relator is asking Springfield to identify information that has previously been identified and provided by Springfield in response to Relator's public records requests and is already in the possession, custody, or control of Relator or Relator's counsel.

Interrogatory No. 4. Identify and describe each reason why Springfield denied School Choice Ohio's October 22, 2013, January 9, 2014, and February 24, 2014, public records requests.

Answer: Objection, this is a compound interrogatory which calls for multiple narrative responses. *Penn Central Co. v. Armco Steel Corp.* (1971), 27 Ohio Misc. 76. Springfield further objects in that Relator is calling for Springfield to identify information in response to Interrogatory No. 4 that Springfield has previously identified and produced and which is already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014, and correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014.) Without waiving such objections, Springfield did not designate any personally identifiable information as "directory information" for the 2013-2014 school year; therefore, Springfield had no records containing "directory information" responsive to the requests. Springfield did have certain "records" as that term is defined in Ohio Revised Code 149.0111(G) and such records were produced by Springfield in response to Relator's requests.

Interrogatory No. 5. Identify each exception enumerated in Ohio Revised Code § 149.41(A)(1)(a) through (bb) on which Springfield relied in denying School Choice Ohio's October 22, 2013, January 9, 2014, and February 24, 2014, public records requests and the factual basis for Springfield's reliance thereon.

Answer: Objection, this is a compound interrogatory which calls for multiple narrative responses and requests information protected under the work product doctrine or the attorney/client privilege. *Penn Central Co. v. Armco Steel Corp.* (1971), 27 Ohio Misc. 76. Without waiving such objections, Springfield states it did not rely on R.C. §149.41. Springfield did rely on R.C. § 149.43(A)(1)(v) excepting from the definition of "public record" in

R.C. § 149.43, “Records the release of which is prohibited by state or federal law.”

Interrogatory No. 6. Identify and describe the factual basis for Springfield’s contention that the Federal Education Rights and Privacy Act, 20 U.S.C. § 1232g (“FERPA”) prevents or otherwise prohibits Springfield from complying with School Choice Ohio’s October 22, 2013, January 9, 2014, and February 24, 2014, public records requests.

Answer: Objection, this interrogatory calls for a narrative response and Springfield objects to Relator’s assertion that it did not “comply” with the above-referenced requests. *Penn Central Co. v. Armco Steel Corp.*, (1971), 27 Ohio Misc. 76. This interrogatory also requests information which may protected under the work product doctrine or the attorney/client privilege. Springfield further objects in that Relator is calling for Springfield to identify information in response to Interrogatory No. 6 that Springfield has previously identified and produced and which is already in the possession, custody, or control of Relator or Relator’s counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving such objections, Springfield states Policy JO in effect for the 2013-14 school year does not designate any personally identifiable information of current students as “directory information” under FERPA and/or R.C. 3319.321; therefore, Springfield had no records containing “directory information” responsive to the requests. Springfield did have certain “records” as that term is defined in Ohio Revised Code 149.0111(G) and such records were produced by Springfield in response to Relator’s requests.

Interrogatory No. 7. Identify each of Springfield’s policies relating to disclosure of Student Information, including Policy JO entitled “ORC Student Records” (“Policy JO”) and the policy entitled “Consent for Disclosure of Student Information for Superintendent Approved Purposes,” as included with Springfield’s “Student Acceptable Use Policy & Directory Information Consent” for and policies for the 2013-2014 school year (the “Current Policy”), from 2012 to the present.

Answer: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally identifiable information is with respect to a current or former student. Further objecting, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate, and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to

disclose certain information about their student(s). Without waiving the aforementioned objections, Policy JO sets forth the policy regarding student records for the 2013-14 school year. It was previously provided to Relator in response to Relator's public records requests.

Interrogatory No. 8. For each policy identified in response to Interrogatory No. 7, identify when each change, revision or other modification, if any, was made and describe the substance of and reasons for each revision.

Answer: **Objection.** This interrogatory requests narrative information that is protected by the testimonial privilege afforded under the Speech and Debate Clause wherein the United States Supreme Court has reasoned that "judicial inquiries into legislative or executive motivation represent a substantial intrusion into the workings of other branches of government." *Cunningham v. Chapel Hill*, 438 F. Supp. 718, 721 (E.D. Texas, 2006) quoting *Village of Arlington Heights v. Metropolitan Housing Development Corp.*, 429 U.S. 252, fn. 18 (1977). This interrogatory also requests information which may be protected under the work product doctrine and/or the attorney/client privilege. Without waiving such objections, the school board for the Springfield City School District adopted any changes, revisions, or other modifications related to the disclosure of student information by vote in an open meeting. Springfield has previously identified and produced information responsive to this interrogatory to Relator in response to its public records requests.

Interrogatory No. 9. Identify when Springfield adopted its Current Policy and describe all reasons for its adoption.

Answer: **Objection.** The term "Current Policy" as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading and Springfield incorporates herein the objections stated in its Answer to Interrogatory #7. This interrogatory requests narrative information that is protected by the testimonial privilege afforded under the Speech and Debate Clause wherein the United States Supreme Court has reasoned that "judicial inquiries into legislative or executive motivation represent a substantial intrusion into the workings of other branches of government." *Cunningham v. Chapel Hill*, 438 F. Supp. 718, 721 (E.D. Texas, 2006) quoting *Village of Arlington Heights v. Metropolitan Housing Development Corp.*, 429 U.S. 252, fn. 18 (1977). This interrogatory also requests information which may be protected under the work product doctrine or the attorney/client privilege. Springfield further objects in that Relator is calling for Springfield to identify information in response to Interrogatory No. 9 that Springfield has previously identified and produced and which is already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014;

Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving such objections, the school board for the Springfield City School District adopted any changes, revisions, or other modifications related to the disclosure of student information by vote in an open meeting. Policy JO in effect for the 2013-14 school year was adopted June 13, 2013.

Interrogatory No. 10. Describe how Springfield determines whether to grant or deny a third party request for Student Information under the Current Policy, including each criterion used by Springfield to make such determination.

Answer: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally identifiable information is with respect to a current or former student. Springfield also objects on the basis that the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading and Springfield incorporates herein the objections stated in its Answer to Interrogatory #7. Springfield restates its objection to the term, “third party requests” as vague, ambiguous, and unclear. Without waiving the aforementioned objections, since June of 2013, Springfield has relied upon Policy JO to respond to requests for personally identifiable information of current and former students. Personally identifiable information may be released for limited purposes approved by the Superintendent pursuant to consent provided by parents.

Interrogatory No. 11. Identify the “one legitimate request” referenced in the January 5, 2013, email from Kim Fish to David Estrop attached as Exhibit J to the Affidavit of Sarah Pechan filed in this case by School Choice Ohio (the “Pechan Affidavit”).

Answer: Objection, this interrogatory calls for a narrative response. *Penn Central Co. v. Armco Steel Corp.* (1971), 27 Ohio Misc. 76. Without waiving such objection, the “one legitimate request” to which Kim Fish was referring in her January 5, 2013, email concerned a group she believes was from Columbus, Ohio, which was involved in providing scholarships and/or educational opportunities to African American students. Fish learned of this request in a conversation she had with Lori Baldwin.

Interrogatory No. 12. Identify and describe the “defensive reasons” referenced in the April 25, 2013, email from Kim Fish to Jamie Callahan attached as Exhibit K to the Pechan Affidavit.

Answer: Objection, this interrogatory calls for a narrative response. *Penn Central Co. v. Armco Steel Corp.* (1971), 27 Ohio Misc. 76. Without waiving such objection, Springfield has a legitimate interest in protecting the information, rights, privacy, safety, and general welfare of its students. Springfield’s policies and procedures are in the interest of and for the benefit of the students of the District and pursuant to applicable laws and regulations including, but not limited to, FERPA and R.C. 3319.321.

Interrogatory No. 13. Describe the purpose of the “Retention Committee” referenced in the April 25, 2013, email from Kim Fish to Jamie Callahan attached as Exhibit K to the Pechan Affidavit and identify all of its members from January 1, 2012 to the present.

Answer: Objection, this interrogatory calls for a narrative response. *Penn Central Co. v. Armco Steel Corp.* (1971), 27 Ohio Misc. 76. Without waiving such objection, the “Retention Committee” referenced in the April 25, 2013, email from Kim Fish to Jamie Callan was a fluid work group that did not have official members and met sporadically for the purpose of discussing efforts in regards to retaining students at Springfield. Information pertinent to Springfield’s Retention Initiative was identified and produced in response to Relator’s public records requests.

Interrogatory No. 14. Identify and describe how Clark State Community College “partners with the Springfield City School District relative to the Champion City Scholar Program” as stated in the August 7, 2013, email from Dr. David Estrop to Lori Baldwin and Dale Miller attached as Exhibit O to the Pechan Affidavit.

Answer: Objection, this interrogatory calls for a narrative response. *Penn Central Co. v. Armco Steel Corp.* (1971), 27 Ohio Misc. 76. Without waiving such objection, Clark State Community Foundation, which is associated with Clark State Community College, partners with Springfield relative to the Champion Scholarship Program which provides full scholarships for approximately forty students from Springfield to attend Clark State Community College each year.

Interrogatory No. 15. Identify and describe the reasons why Springfield “does not provide [School Choice Ohio] any information” as stated in the October 22, 2013, email from Dr. David Estrop to Lori Baldwin attached as Exhibit P to the Pechan Affidavit.

Answer: Springfield objects to Interrogatory No. 15 in that Relator is calling for Springfield to identify information Springfield has previously identified and produced and which is already in the possession, custody, or control of Relator or Relator’s counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Springfield’s Policy JO has been in effect since June of 2013. Policy JO does not designate any personally identifiable information of current students as “directory information.” Relator’s document requests specifically sought “directory information.” Springfield so advised Relator it had not designated any personally identifiable information as “directory information” in accordance with FERPA and/or R.C. 3319.321.

Interrogatory No. 16. Identify and describe the reasons why the January 21, 2014, request for “directory information” by Global Impact STEM Academy attached as Exhibit Q to the Pechan Affidavit was approved by Dr. David Estrop.

Answer: Any information which may have been provided by Springfield to Global STEM Academy would have been provided pursuant to the *Consent for Disclosure of Student Information for Superintendent Approved Purposes* identified by School Choice in Interrogatory No. 7 wherein parents/guardians of current students provided written consent for the Superintendent to disclose personally identifiable information to “partners” providing a benefit to the students of the District.”

Interrogatory No. 17. Identify any exhibit Springfield will or may introduce into evidence at the trial or any hearing or in support of any briefing in this case.

Answer: Objection, this interrogatory calls for information protected under the work product, attorney-client privilege. Without waiving such objection, it is unknown at this time what, if any, exhibit Springfield will or may introduce into evidence at the trial or any hearing or in support of any briefing in this case. Springfield will disclose any exhibits it determines to utilize in compliance with the Court’s scheduling order. Discovery is ongoing, Springfield will seasonably supplement. Springfield will or may introduce into evidence at the trial or any hearing or in support of any briefing in this case any document provided Relator or Relator’s counsel in response to Relator’s public records requests or in response to discovery requests. Springfield will or may also introduce into evidence at the trial or any hearing or in support of any briefing in this case any documents received from Relator or documents received as a result of subpoenas issued to ERoots and/or Old Trail Printing which were provided to Relator on November 14, 2014.

Interrogatory No. 18. Identify any witness Springfield will or may call to testify at the trial or any hearing or in support of any briefing in this case and describe their testimony.

Answer: Objection, this interrogatory calls for information protected under the work product, attorney/client privilege. Without waiving such objection, it is unknown at this time who Springfield may call as a witness to testify at the trial or any hearing or in support of any briefing in this case. Springfield will disclose its witness list in compliance with the Court’s scheduling order. Discovery is ongoing, Springfield will seasonably supplement.

Interrogatory No. 19. Identify the following with respect to each expert witness who Springfield will or may call to testify at the trial or any hearing or in support of any briefing in this case:

- (a) Name, address and place of employment;
- (b) The subject upon which said expert will testify;

- (c) The expert's qualifications to testify on that subject;
- (d) A brief summary of the anticipated testimony of said expert; and
- (e) Attach copies of all reports and other documents prepared by or received from said expert.

Answer: Objection, this interrogatory calls for information protected under the work product, attorney/client privilege. Without waiving such objection, it is unknown at this time who Springfield may call as an expert witness. Defendant has yet to determine the experts it intends to call and will disclose them in compliance with the Court's scheduling order. Discovery is ongoing, Springfield will seasonably supplement.

Interrogatory No. 20. Identify all parents and guardians that provided signed responses to Springfield's "Student Acceptable Use Policy & Directory Information Consent 2013-2014."

Answer: Objection. The document to which Relator refers contains places for parents to agree or not agree with the District's Acceptable Use Policy authorizing student use of District technology; to agree or not agree to authorize parent-teacher email communication; and to agree or not agree to authorize media consent, none of which are relevant to this action. The document also allows parents to agree or disagree to give consent for the Superintendent to disclose personally identifiable information for limited purposes to "partners" providing "a benefit to the Students of the District." Springfield objects to this interrogatory as it requests personally identifiable information and materials that Springfield has not designated "directory information" under FERPA and Ohio law.

Interrogatory No. 21. Identify all "administrative regulations" referenced in Springfield's Policy JO.

Answer: The administrative regulations referenced in Springfield's Policy JO refer to the regulations implementing the statutes referenced in Policy JO, specifically those contained in 34 CFR §§ 99.1-99.8; 99.10-99.12; 99.20-99.22; 99.30-99.39; and 99.60-99.67.

Interrogatory No. 22. Identify all statements or other communications by School Choice Ohio that Springfield contends are false, misleading or deceptive, including but not limited to the "false and inaccurate information" referenced by Dr. David Estrop in the story entitled "Springfield student identities at center of legal fight" in the May 15, 2014, edition of the Dayton Daily News, available at <http://www.daytondailynews.com/news/news/local-education/springfield-student-identities-at-center-of-legal-nfwzZ/>.

Answer: Springfield objects to Interrogatory No. 22 in that Relator is calling for Springfield to identify information Springfield has previously identified and produced and which is already in the possession, custody, or control of

Relator or Relator's counsel. (Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving this objection, this correspondence specifically stated, in part:

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 the 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.

School Choice has circulated mailings, materials and advertisements which have falsely labeled schools within Springfield as "failing" schools and have contained misleading captions which imply Springfield schools do not expect great things from their students or believe its students are capable of great things. Such mailings, materials and advertisements are misleading and deceptive in that they imply that the schools on the listing of EdChoice designated schools *all* have the state's lowest ranking which is simply incorrect. Such mailings, materials and advertisements also imply private schools which accept EdChoice Scholarships are better than low-rated Springfield schools despite the fact that such private schools are not rated, graded or held accountable by the State in any comparable manner.

Interrogatory No. 23. Identify each person who has been misled or deceived in any way by statements or other communications by School Choice Ohio.

Answer: Objection, this interrogatory is vague, overbroad, ambiguous, unduly burdensome and outside the scope of Springfield's knowledge. Without waiving such objections, upon information and belief, any person including, but not limited to, parents, guardians, or students who have come into contact with the above-referenced mailings, materials, advertisements, etc., containing the aforementioned false and inaccurate information may have been misled or deceived by School Choice.

Interrogatory No. 24. Identify and describe the factual bases for Springfield's denial of paragraph 44 of School Choice Ohio's Complaint for Alternative and Peremptory Writs of Mandamus filed in this case.

Answer: Springfield objects to Interrogatory No. 24 to the extent it calls for a legal conclusion and to the extent it calls for information covered by the attorney work-product privilege or the attorney-client privilege. Without waiving such objections, paragraph 44 of Relator's Complaint for Alternative and Peremptory Writs of Mandamus misstates and mischaracterizes what is contained in the January 5, 2013, email from Kim Fish.

Interrogatory No. 25. Identify and describe the factual bases for Springfield's Fourth Defense in its Answer that "all or part of Relator's claims are barred by the applicable statute of limitations."

Answer: Springfield objects to Interrogatory No. 25 to the extent it calls for a legal conclusion and to the extent it calls for information covered by the attorney work-product privilege or the attorney-client privilege.

Interrogatory No. 26. Identify and describe the factual bases for Springfield's Seventh Defense in its Answer that "at all times pertinent it acted reasonably, in good faith, upon advice of counsel, in accordance with law and in the exercise of its statutory duties and responsibilities."

Answer: Springfield objects to Interrogatory No. 26 to the extent it calls for a legal conclusion and to the extent it calls for information covered by the attorney work-product privilege or the attorney-client privilege.

Interrogatory No. 27. Identify and describe the factual bases for Springfield's Ninth Defense in its Answer that "Relator lacks standing as there is a plain and adequate remedy in the ordinary course of law which Relator has failed to pursue with respect to its mandamus claim."

Answer: Springfield objects to Interrogatory No. 27 to the extent it calls for a legal conclusion and to the extent it calls for information covered by the attorney work-product privilege or the attorney-client privilege.

Interrogatory No. 28. Identify and describe the factual bases for Springfield's Eleventh Defense in its Answer that "Relator has failed to exhaust all available administrative and judicial remedies and its claims are not ripe for adjudication."

Answer: Springfield objects to Interrogatory No. 28 to the extent it calls for a legal conclusion and to the extent it calls for information covered by the attorney work-product privilege or the attorney-client privilege.

Interrogatory No. 29. Identify each representative of the armed forces, business, industry, charitable institutions, other employers or institutions of higher education to which Springfield has released Student Information under the Current Policy.

Answer: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally identifiable information is with respect to a current or former student. The term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading and Springfield incorporates herein the objections stated in its Answer to Interrogatory #7. Springfield further objects to this Interrogatory in that Relator is calling for Springfield to identify information Springfield has previously identified and produced for the timeframe relevant to the complaint and which is already in the possession, custody, or control of Relator or Relator’s counsel. Without waiving the aforementioned objections, in addition to entities previously identified in response to public records requests, Springfield received a request for personally identifiable information from the Community Alliance for Youth on January 14, 2013. Information responsive to Relator’s request for the timeframe limited to events relevant to the complaint are attached hereto.

Interrogatory No. 30. Has the identifiable information of any student, parent or guardian in Springfield’s possession, custody or control been entered into or stored in any computer or electronic data information system? If so, please identify every computer and electronic data information system in which such information has been entered.

Answer: Yes, since January 2013 to the present, such information has been entered by Springfield into a number of approved data information systems including the following:

- ActiveDirectory (student system logins)
- Progress Book Suite previously known as “DASL” (Data-Analysis-for-Student-Learning)
- SEAS Education (IEP)
- EasyTech (assessment and curriculum suite and online safety training)
- STARs (online assessment suite)
- DataDirector (online assessment suite)
- NWEA (online assessment suite)
- PearsonSuccessNet (state online assessments)
- Naviance (college and career readiness)
- Edulog (Transportation)
- Horizon (Food Services)
- SIRSI (library system)
- BlackBoard Connect5 (call notification system)
- Schoology (learning management system)
- Plato (online course management system)

Pearson Gradpoint and Connections (online course management system)
Jefferson County ESC (online course management system)
Gaggle.net (student email and digital locker)
Pearson 7th-12th grade online texts (student access)
Houghton-Mifflin k-6 grade online texts (student access)
McGraw Hill Math k-12 online texts (student access)
Pearson iLit (online reading intervention program)
Odyssey Math (online and server based curriculum)
Rosetta Stone (online foreign language)
BrainPop and Jr. (online learning suite)
Accelerated Reader (online learning suite)
Cool Math (online learning suite)
Earobics (online learning suite)
iXL Math (online learning suite)
Learning A-Z (online learning suite)
Lego Mindstorms (online learning suite)
SOLO 6 (online learning suite)
Study Island (online learning suite)

Interrogatory No. 31. For each computer or electronic data information system identified in response to Interrogatory No. 30, describe any security plan or protocol for maintaining the confidentiality of the identifiable information of any student, parent or guardian.

Answer: Since January of 2013 to the present, Springfield has employed Stacy Parr as Director of Technology and Lori Baldwin as EMIS (Education Management Information System) Coordinator to maintain the security of all information entered into the approved data information systems identified in Interrogatory No. 30. Since January of 2013, Springfield has also outlined practices to secure student information in the District's Internet Safety Policy.

Interrogatory No. 32: For each computer or electronic data information system identified, has the security of any computer or electronic data information identified in response to Interrogatory No. 30 ever been breached? If so, please provide complete details of the breach and all steps taken by Springfield to remedy same.

Answer: Since January 2013 to the present, there was an incident where a Springfield staff laptop was stolen from the home of a staff member. Upon learning of the theft, Springfield took immediate steps to change all passwords associated with the staff member and further monitored the stolen laptop to determine the next time it checked in with an IP address.

IV. RESPONSES TO REQUEST FOR PRODUCTION OF DOCUMENTS

Request for Production No. 1. All documents concerning or relating to communications to or from Springfield regarding any decision to deny a public records request relating to Student Information.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally identifiable information is with respect to a current or former student. This request is vague, overbroad, ambiguous, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request for Production No. 1 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator’s counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint.

Request for Production No. 2. All documents concerning or relating to communications made to or from Springfield regarding any decision to grant a public records request relating to Student Information.

Response: Objection, the definition as to “Student Information” provided by Relator is vague, ambiguous, and unclear as to whether such personally identifiable information is with respect to a current or former student. This request is vague, overbroad, ambiguous and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request for Production No. in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator’s counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint.

Request for Production No. 3. All documents concerning or relating to communications with any third parties regarding this case or School Choice Ohio.

Response: Objection, this request is vague, overbroad, ambiguous unduly burdensome and requests information that may be protected by the attorney-client privilege and/or work product doctrine.

Request for Production No. 4. All documents you intend to introduce or otherwise rely upon at any hearing, trial, or brief in this case.

Response: Objection, this interrogatory calls for information protected under the work product, attorney-client privilege. Without waiving such objection, it is unknown at this time what, if any, documents or exhibits Springfield will or may introduce into evidence at the trial or any hearing or in support of any briefing in this case. Springfield will disclose any documents or an exhibit it determines to utilize in compliance with the Court's scheduling order. Furthermore, it is anticipated that some or all of the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses may be utilized. Discovery is ongoing, Springfield will seasonably supplement.

Request for Production No. 5. All documents you referenced, reviewed, or relied upon in answering any Responses in this litigation.

Response: Objection, this request is vague, overbroad, ambiguous, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request for Production No. 5 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.

Request for Production No. 6. All documents concerning or relating to the Springfield City School District Resolution 2013-53.

Response: Objection, this request is vague, overbroad, ambiguous and requests information that may be protected by the attorney-client privilege and/or work product doctrine.

Request for Production No. 7. All documents concerning or relating to the Current Policy.

Response: Objection, the term “Current Policy” as defined by Relator in Interrogatory #7 is vague, ambiguous, inaccurate and misleading. The Student Acceptable Use Policy referenced in Relator’s definition of “Current Policy” is an unrelated policy addressing student use of district technology resources and is entirely irrelevant to this action. The consent form referenced in Relator’s definition of “Current Policy” is not a school district policy; rather, it is an optional form by which parents may choose to allow the Superintendent to disclose certain information about their student(s). Springfield further objects to Request for Production No. 7 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator’s counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.

Request for Production No. 9. All documents concerning or relating to Policy JO.

Response: Objection, this request is vague, overbroad, ambiguous and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request for Production No. 9 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator’s counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.

Request for Production No. 10. All documents not otherwise produced that support or refute the allegations in your Answer.

Response: **Objection, this request is vague, overbroad, ambiguous, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine.**

Request for Production No. 11. All documents that concerning or relating to the facts, circumstances, or arguments that underlie any denial set forth in your response to School Choice Ohio's First Request for Admissions.

Response: **Objection, this request is vague, overbroad, ambiguous, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request for Production No. 11 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.**

Request for Production No. 12. All documents concerning or relating to the facts, circumstances, or arguments that underlie any admission set forth in your response to School Choice Ohio's First Request for Admissions.

Response: **Objection, this request is vague, overbroad, ambiguous and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request for Production No. 12 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the**

documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.

Request for Production No. 13. All documents identified or referred to in your responses to School Choice Ohio's First Set of Interrogatories.

Response: Objection, this request is vague, overbroad, ambiguous and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request for Production No. 13 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.

Request for Production No. 14. All documents provided to or reviewed by persons whom you intend to have testify as expert witnesses in this matter.

Response: Objection, this interrogatory calls for information protected under the work product, attorney/client privilege. Without waiving such objection, it is unknown at this time who Springfield may call as an expert witness. Springfield has yet to determine the experts it intends to call and will disclose them in compliance with the Court's scheduling order. Discovery is ongoing, Springfield will seasonably supplement any expert reports created by expert witnesses who will provide testimony in this case.

Request for Production No. 15. All documents prepared by or received from persons whom you intend to have testify as expert witnesses in this matter.

Response: Objection, this interrogatory calls for information protected under the work product, attorney/client privilege. Without waiving such objection, it is unknown at this time who Springfield may call as an expert witness. Springfield has yet to determine the experts it intends to call and will disclose them in compliance with the Court's scheduling order. Discovery is ongoing, Springfield will seasonably supplement any expert reports created by expert witnesses who will provide testimony in this case.

Request for Production No. 16. All communications to, from or between any of Kim Fish, Lori Baldwin, Dale Miller, Andrea Townsend, Sherry Cross, Marvin Jones, Jonathan Kuehnle, Susan Cleary, Sandy Weiss, Donna Picklesimer, Wanda Truss, Ed Leventhal, Marilyn Pitzer, Stacy Parr, Thor Sage, Chris Mohr, and David Estrop concerning or relating to Springfield's policies and procedures regarding the confidentiality or disclosure of Student Information.

Response: Objection, the definition as to "Student Information" provided by Relator is vague, ambiguous, and unclear as to whether such personally-identifiable information is with respect to a current or former student. This request is vague, overbroad, ambiguous, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request for Production No. 15 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.

Request for Production No. 16. All documents authored, prepared, sent, distributed or otherwise communicated by School Choice Ohio in your possession, custody or control.

Response: Objection, this request is vague, overbroad, ambiguous, unduly burdensome, and requests materials that are already within the control and/or possession of Relator. Springfield further objects in that these documents are already available to Relator and Relator's Counsel as "authored, prepared, sent, distributed or otherwise communicated" by Relator. Springfield further objects to Request for Production No. 16 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are

again being produced contemporaneously with these discovery responses.

Request for Production No. 17. All communication to or from Springfield concerning or relating to the subject matter of this case.

Response: Objection, this request is vague, overbroad, ambiguous, unduly burdensome, and requests information that is protected by the attorney-client privilege and/or the work product doctrine. Springfield further objects to Request for Production No. 17 in that Relator is calling for Springfield to produce documents Springfield has previously identified and produced and which are already in the possession, custody, or control of Relator or Relator's counsel. (Correspondence from Dale Miller to Kaleigh Frazier dated January 13, 2014; Correspondence from Karen Osborn, Esq. to David T. Movius, Esq. dated April 4, 2014; Correspondence from Dale Miller to Lois Graham dated April 17, 2013.) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.

Request for Production No. 18. All documents concerning or relating to any allegation by a third party that Springfield has not complied fully with its obligations under Ohio Revised Code § 149.43.

Response: Objection, this request is vague, overbroad, ambiguous, irrelevant, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Without waiving such objections, Springfield is unaware of any allegations made that the District has not complied fully under R.C. § 149.43 with the exception of any allegations made by Relator related to this lawsuit.

Request for Production No. 19. All documents concerning or relating to any allegation by a third party that Springfield has not complied fully with its obligations under Ohio Revised Code § 3319.321.

Response: Objection, this request is vague, overbroad, ambiguous, irrelevant, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Without waiving such objections, Springfield is unaware of any allegations made that the District has not complied fully under R.C. § 3319.321 with the exception of any allegations made by Relator related to this lawsuit.

Request for Production No. 20. All documents concerning or relating to any allegation by a third party that Springfield has not complied fully with its obligations under FERPA.

Response: Objection, this request is vague, overbroad, irrelevant, ambiguous, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Without waiving such objections, Springfield is unaware of any allegations made that the District has not complied fully under FERPA with the exception of any allegations made by Relator related to this lawsuit.

Request for Production No. 21. All documents concerning or relating to any actual or anticipated impact, financial or otherwise, on Springfield of students within its boundaries electing to attend private schools.

Response: Objection, this request is vague, overbroad, ambiguous, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request No. 21 in that it requests documents already produced by Springfield and in the possession of Relator as a result of Springfield's responses to Relator's public record requests. (Springfield's Retention Initiative) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public records requests which are again being produced contemporaneously with these discovery responses.

Request for Production No. 22. All documents concerning or relating to any actual or anticipated impact, financial or otherwise, of Ohio's Educational Choice Scholarship Program on Springfield.

Response: Objection, this request is vague, overbroad, ambiguous, unduly burdensome, and requests information that may be protected by the attorney-client privilege and/or work product doctrine. Springfield further objects to Request No. 21 in that it requests documents already produced by Springfield and in the possession of Relator as a result of Springfield's responses to Relator's public record requests. (Springfield's Retention Initiative) Without waiving these objections or the General Statements and Objections, Springfield states it is producing non-privileged, responsive documents to the extent such documents exist for the timeframe limited to events relevant to the complaint. Please see the attached documents and the documents previously provided to Relator by Springfield via its public

records requests which are again being produced contemporaneously with these discovery responses.

As to all objections,



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Springfield City School District

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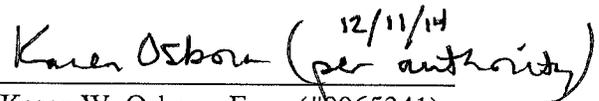
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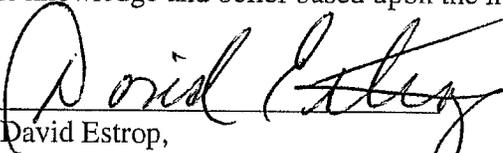
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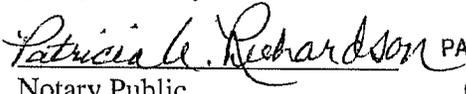
VERIFICATION

Comes now, Dr. David Estrop, Superintendent of Springfield City School District, and being first duly cautioned and sworn, deposes and states that he has read the foregoing *Answers to Relator's First Set of Interrogatories and Request for Production of Documents* and that they are true and accurate to the best of his knowledge and belief based upon the information which I have been able to obtain.



Dr. David Estrop,
Superintendent of Springfield City School District

Sworn to and subscribed before me, a Notary Public, this 10 day of December, 2014, by Dr. David Estrop, Superintendent of Springfield City School District.



Notary Public

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

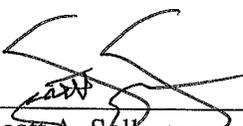
CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing was served this 11th day of December, 2014, on the following via email pursuant to Ohio Rule of Civil Procedure 5(B)(2)(f) and S.Ct.Prac.R. 3.11(B)(1):

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