

**Contact
Information**

Lakeside High School 993-2522
Robert Klinar, Principal
Janie Carey, Asst. Principal
Donald Rapose, Freshman Dean

Lakeside Jr. High School 993-2618
Scott Anservitz, Principal
Julie Fulton, Asst. Principal

Huron Primary School 992-1230
Valerie Harper, Principal

Ontario Primary School 992-1240
Lisa Newsome, Principal

Michigan Primary School 992-1250
Rebecca Evanson, Principal

Erie Intermediate 992-1260
Michele Boiarski, Principal
Patty Craft, Asst. Principal

Superior Intermediate 992-1270
Cristine Rutz, Principal
Shannon Sanzo, Asst. Principal

Athletics 993-2522
Jason Baxter, Athletic Director

Central Registration 992-1234

**Great Lakes
Online Academy** 993-2494

**After School
Discovery Programs** 993-1060
Linda Coblitz, Director

**Contact
Information Continued**

Board of Education 992-1201

Superintendent 992-1202
Dr. Mark Potts

Treasurer 992-1210
Mark Astorino

School Improvement 993-2522
Mariel Salle, Director Ext. 83260

**Data, Accountability and
Professional Development** 993-2522
Krista Shean, Director Ext. 83261

**Special Education/
Student Services** 992-1204
Dr. Gjergj Haxhiu, Director

Food Service 993-2490
Pam Peck, Supervisor

Technology 993-2683
Timothy Ranck, District
Technology Coordinator

Transportation 992-1220
Michael Gatrell, Supervisor 992-1221

Ashtabula Area City Schools
TOGETHER -
Preparing EVERY Student
for Future Success.



**How to Effectively
Communicate with
School Officials**

**2018-2019
Ashtabula Area
City Schools**

**6610 Sanborn Road
Ashtabula, OH 44004**

440-992-1200



District Website:
www.aacs.net
&
Channel 19

Communication is a shared experience and we intend to make that experience easier.

From time to time, parents and other community members may have questions or concerns about our educational programs and services. So that we can respond to these issues in a timely manner, this communications chain of command is provided for your use.

Ashtabula Area City Schools Board of Education Policy #9130 defines a “chain of command” to follow for conflict resolution:

Level 1: If a parent has a concern with their child:

- Contact should be with the teacher or other staff member involved.

Level 2: If the matter cannot be satisfactorily resolved at the First Level:

- Discuss issue with the staff member’s principal/supervisor.

Level 3: If a satisfactory solution is not achieved by discussion with the principal/supervisor:

- Request a conference with the Superintendent/Director of Pupil Services.

Level 4: Should the matter not be resolved:

- Request, a meeting with the Board of Education.

Chain of Command Defined

On matters involving:

A. Student Discipline/Bullying

1. Classroom Teacher
2. Assistant Principal
3. Principal
4. Superintendent
5. Board of Education

B. Instruction/Curriculum

1. Classroom Teacher
2. Principal
3. Director of School Improvement
4. Superintendent
5. Board of Education

C. Special Education

1. Classroom Teacher
2. Principal
3. Special Education Dean
4. Director Special Education/
Student Services
5. Superintendent
6. Board of Education

D. Preschool

1. Classroom Teacher
2. Principal
3. Superintendent
4. Board of Education

E. Athletics

1. Coach
2. Athletic Director
3. Principal
4. Superintendent
5. Board of Education

F. English as a Second Language (ESL)

1. Teacher/Coordinator
2. Director Special Education/
Student Services

On matters involving (Continued):

G. Nutrition Services

1. Principal
2. Nutrition Service Director
3. Director of Operations
4. Superintendent
5. Board of Education

H. Facilities/Grounds/Buildings

1. Principal
2. Director of Operations
3. Superintendent
4. Board of Education

I. Transportation

1. Bus Driver
2. Transportation Supervisor
3. Principal
4. Director of Operations
5. Superintendent
6. Board of Education

J. After School Discovery Programs (tutoring)

1. Executive Director

K. Great Lakes Online Academy

1. GLOA Coordinator
2. Principal
3. Superintendent

L. Central Registration

1. Administrative Assistant
2. EMIS Coordinator
3. Treasurer

M. Gifted and Talented

1. Classroom Teacher
2. Coordinator
3. Director Special Education/
Student Services

N. Student Activity Fees

1. Account receivable
2. Treasurer