

**Contact  
Information**



**Lakeside High School**      993-2522  
Douglas Wetherholt, Principal  
Sarah, Davis, Asst. Principal  
John Pinto, Asst. Principal

**Lakeside Jr. High School**      993-2618  
Scott Anservitz, Principal  
Alyssa Giegerich, Asst. Principal

**Huron Primary School**      992-1230  
Jennifer Tulino, Lead Teacher

**Ontario Primary School**      992-1240  
Julie Farina, Principal

**Michigan Primary School**      992-1250  
Lauren Novak, Principal

**Erie Intermediate**      992-1260  
Patty Craft, Principal

**Superior Intermediate**      992-1270  
Michele Boiarski, Principal

**Athletics**      993-2522  
Andy Oudomlith, Athletic Director

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

**Contact  
Information Continued**



**Board of Education**      992-1201  
**Superintendent**      992-1202  
**Lisa Newsome**

**Treasurer/  
Director of Operations**      992-1210  
Mark Astorino

**Special Education/  
Student Services**      992-1204  
Julie Fulton, Director

**State & Federal  
Programs and Accountability**      661-4348  
Valerie Harper, Director

**Food Service**      993-2490  
JoEll Rapose, Supervisor

**Technology**      993-2683  
Timothy Ranck, District  
Technology Coordinator

**Transportation**      992-1220  
Eldridge Black, Administrator 661-4346

**Central Registration**      992-1234

***TOGETHER* - Preparing *EVERY* Student  
for Future Success**

**How to Effectively  
Communicate with  
School Officials**

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**2023-2024**

**6610 Sanborn Road  
Ashtabula, OH 44004**

**440-992-1200**



***ASHTABULA*  
*AREA CITY SCHOOLS***

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**District Website:  
[www.aacs.net](http://www.aacs.net)**

**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