

OHIO DEPARTMENT OF EDUCATION COMPLAINT PROCEDURES

In March 2004, the State Board of Education adopted a process for resolving complaints that a school district or the Ohio Department of Education (ODE) has violated a state or federal law, rule or regulation applicable to the following federal programs: Title I, Title II-A, Title II-D, Title IV-A, Title V, and Title VI.

Before submitting a complaint, the ODE does require that all complainants first contact the appropriate personnel at the school the child attends and attempt to resolve all issues with them.

In order to initiate a complaint, a complainant must submit a written, signed complaint that 1) describes the pertinent facts, 2) identifies the alleged violations of the law, and 3) recommends how the complainant would have the ODE resolve the complaint. The ODE will not accept or investigate allegations of violations from anonymous sources.

It is the policy of the ODE to investigate all allegations of noncompliance with state or federal law, rules, or regulations that apply to the above mentioned federal programs. They will strive to resolve all complaints within sixty days of receipt.

Complaints must be mailed to the ODE at the following address: Ohio Department of Education, Office of Federal Programs, Attention: Complaint Coordinator, 25 South Front Street, MS #404, Columbus, Ohio 43215-4104.