

March 12, 2013

Dear Parents:

As you know since March 4, 2013, the Strongsville teachers, guidance counselors, and psychologists have been on strike. The Board of Education haphazardly hired unqualified substitutes that are not highly qualified to teach your child, nor did the board hire enough substitutes to successfully provide any services for the Individualized Education Programs in the Strongsville City Schools District. Sadly, the Board of Education is fully aware that these services are not being provided, yet they continue to choose to ignore the needs of these children and the guidelines set forth by the Ohio Department of Education. They are not fulfilling their contractual obligation to your child or their legal obligation to provide a Free Appropriate Public Education (FAPE).

The following attachments will provide you with detailed information on how to submit a complaint form to the Ohio Department of Education for IEP services not being offered to your child during the strike. Make sure that you specifically explain why this is a violation of your child's IEP (against the law), why this violation is only to get worse (unqualified substitutes who do not even know what an IEP is or non-licensed individuals taking care of IEPs), and why the Board of Education will not do anything to fix the problem (will not hire qualified teachers).

Based on what is occurring in our district, the Ohio Department of Education has a process for you to execute your legal rights as a parent to file a complaint. Please take action to protect your child's educational needs.

Sincerely,

Strongsville Education Association

How to File a Complaint with the Ohio Department of Education

Step 1: The attached complaint form must be filled out completely. You can fill out violations for each day of the strike.

Step 2: The complaint must include:

- A statement that the public school district has violated a requirement of federal and/or state laws(s) and/or regulations that apply to special education;
- The facts on which you are basing your complaint. (A “fact” is defined as an actual event or occurrence that has taken place. This includes an explanation of the issue and the date that the issue occurred);
- The complainant's original signature and contact information;
- A proposed solution to the problem. Please note that your proposed solution will be considered. However, the final solution to the complaint will be determined by the Ohio Department of Education's Office for Exceptional Children;
- If you are claiming a violation in the case of a **specific child or group of children**, also include:
 1. The name or names of the children involved in the complaint;
 2. The address of the child or addresses of the children;
 3. The address of the person filing the complaints (if different from the child's address).

Step 3: The complaint must include an **original signature**, that is, a **signature signed with a pen**. **A complaint, including a preschool complaint, must be filed with the ODE/OEC.**

ODE/OEC will not accept:

- **Faxed complaints;**
- **Complaints sent via e-mail; or**
- **Anonymous complaints.**

Step 4: Send complaint through mail to:

The written complaint must have an original signature (not a photocopy or stamp) of the complaining party and must be sent to:

**Ohio Department of Education
Office for Exceptional Children
Procedural Safeguards Section
25 South Front Street, 2nd Floor
Mail Stop 202
Columbus, OH 43215-4183.**

Step 5: Send a copy of the complaint to the superintendent of the school district:

**John Krupinski, Superintendent
13200 Pearl Road
Strongsville, OH 44136**