Ohio | Department of Education

NonPublic Educational Options

SOLICITING COMPLAINTS - OAC 3301-39-03 (A)(8)

You must have an initial onsite visitation and be operating under conditional Letter of Approval to operate before completing this step in the chartering process.

After the first on-site evaluation by the Office Of Nonpublic Educational Options to ascertain that the school has adopted, advertised and implemented racial nondiscriminatory policies, and a second on-site evaluation to determine that the school has a satisfactory plan to comply or has complied, with the State of Ohio Operating Standards, the school is authorized to advertise for the purpose of soliciting complaints. This advertisement should occur during the school year prior to becoming fully chartered. Such advertisement shall be in the following form:

"The _____ school, located at _____.
_____ in _____, Ohio has adopted the following racial
(Street Address)
nondiscriminatory policies.

Language from Racial Nondiscriminatory Policy document must be inserted here.

Any persons having knowledge of racial discriminatory practices on the basis of race, color, national and ethnic origin in the administration of its educational policies, admissions policies, employment, scholarship and loan programs, and athletics and other school-administered programs should contact the Ohio Department of Education, Office of Nonpublic Educational Options Programs, 25 South Front Street, Mail Stop 309, Columbus, Ohio 43215."

All complaints made will be investigated before the issuance of a charter to the said school. The above notice should be advertised to meet the following standards:

a) Newspapers – placed once a week for a four-week period in a minimum of two newspaper outlets of general circulation in those school districts from which pupils are enrolled or sought to be enrolled. (Any other print media circulated free of charge within a community or municipality shall not qualify.) Send a copy of the proposed advertisement form to the Nonpublic Educational Options for approval before publication.
b) Other media – the nonpublic school shall seek approval from the department of its intent to advertise by way of other media such as television, magazine, internet, etc. The department shall make its determination based on whether the plan to use other media can potentially reach the same numbers within those school districts as newspapers.
c) Proof of publication or broadcast of such advertisement shall be submitted to the department as required.

Within 10 days after the final date of publication, the nonpublic school shall obtain a notarized Affidavit of Publication from the media outlets used and send to the association whose standards have been approved by the Ohio Department of Education (ODE) or ODE, Quality School Choice and Funding, Nonpublic Educational Options if not associated with an accrediting organization.

Ohio Department of Education
Office of Nonpublic Educational Options
Attention: Myesha Atley, Consultant
25 South Front Street, Mail Stop 309
Columbus, Ohio 43215-4183