



3200 Ebenezer Rd.

Cincinnati, Ohio 45248

(513) 922-2300 Fax: (513) 922-4900

*Mr. Jeff Brandt, Principal  
Mr. Corey Kessler, House 1 Principal  
Mrs. Lisa Schlomer, House 2 Principal  
Mr. Ken Hauck, House 3 Principal  
Mrs. Tiffany Brennan, House 4 Principal*

August, 2010

Communication between our home and school is vital to your child's education. Please refer to the Oak Hills Local School district website ([www.oakhills.k12.oh.us](http://www.oakhills.k12.oh.us)) for important school numbers and faculty email addresses. If you have a concern or compliment, please take the time to address it with the faculty or staff member involved.

If you encounter a concern or issue that needs to be addressed, please use the following guide for best communication and effective problem solving:

1. Contact the faculty or staff member involved with the concern directly by calling during school hours or leaving a message after school hours. This allows you to address a concern with the person directly involved. The goal is to gain understanding, reach a solution and ensure the issue does not arise again in the future. This can only be achieved with direct communication.
2. If the concern still exists after communicating with the staff or faculty member involved, please contact your child's counselor or house principal. A meeting with all parties may be needed to properly address an important issue.

If at any time you have a safety concern that needs to be shared with a school official, please call the Safe Schools Hotline number. The number is 574-9444.

In closing, let us emphasize that we must work cooperatively in these matters to assure your child is learning in a safe and supportive environment. If we can assist you in any way, please contact us.

Sincerely,

Jeff Brandt  
Principal

Corey Kessler  
House Principal

Lisa Schlomer  
House Principal

Ken Hauck  
House Principal

Tiffany Brennan  
House Principal