

Ombudsman FAQs

Q: Can I bypass school staff and administrators and go straight to the Ombudsman Committee with my issue?

A: If possible, the preferred method for solving issues, as presented in the Parent Handbook, should be followed. If an exceptional reason exists and the petitioner chooses not to address school staff or administrators or if a breakdown in communication has occurred, then the Ombudsman Committee is available. The Ombudsman Committee is a communication “supplement” not a communication “substitute.”

Q: I am not satisfied with the way an issue was handled during the last school year. Can I file a petition regarding that incident during this school year?

A: As a general rule, issues handled by the Ombudsman Committee are restricted to those occurring within the current school year.

Q: Several other parents have the same issue as I do. Should each of us file our own individual petition?

A: In the interest of expediency, the group should file only one petition. A spokesperson for the group should be appointed and all information from the Ombudsman Committee will be channeled through that person.

Q: Where can I pick up an Ombudsman Petition? What should I do with it when it is completed?

A: You will find one form in the appendices of the parent and staff handbooks. You are welcome to make a copy of that form. The parish offices have additional forms and you will also find a pdf file of the form on the CCS website. When you have completed the form, it can be mailed to the St. Joe’s or St. Mary’s parish offices or you can place the petition (in a sealed envelope) in the collection plate. You may also deliver it to the committee chairman.

Q: I think I would be interested in one of the ombudsman positions. What do I need to do?

A: First of all, thank you for your interest! Anyone who has a history with Calvert Catholic Schools may serve as an ombudsman. Desired qualities for a person in this

position include a capacity for charity, an ability to listen, common sense, patience, and above all, an ability to maintain confidentiality. In order to avoid political agendas or personal involvement conflicts, ombudsmen should, ideally, be people who no longer have children in the system. If you think you meet those qualifications, you can contact one of the following people: Father Joseph Szybka, Pastor of St. Joseph Church (419-447-5848), Father Gary Walters, Pastor of St. Mary's Church (419-447-2087), Dora Contreras, CCS Board of Trustees President (419-618-6822), or Heidi Brodman, Ombudsman Committee Chairman (419-585-5019).