



RELEASE OF ACADEMIC RECORDS AUTHORIZATION TO THE LAKEWOOD CITY SCHOOLS

Reg. Date: \_\_\_\_\_

Requested by \_\_\_\_\_ REGISTRATION \_\_\_\_\_ Start Date: \_\_\_\_\_

**A. Send GENERAL RECORDS to:**

- Emerson Elementary School**  
13439 Clifton Blvd., Lakewood, OH 44107  
Ph: 216-529-4254 Fax 216-227-5752 or email  
[jenean.carlson@lakewoodcityschools.org](mailto:jenean.carlson@lakewoodcityschools.org)
- Grant Elementary School**  
1470 Victoria Ave., Lakewood, OH 44107  
Ph: 216-529-4217 Fax 216-227-5535 or email  
[jaime.zito@lakewoodcityschools.org](mailto:jaime.zito@lakewoodcityschools.org)
- Harrison Elementary School**  
2080 Quail St., Lakewood, OH 44107  
Ph: 216-529-4230 Fax 216-227-5556 or email  
[terry.moreman@lakewoodcityschools.org](mailto:terry.moreman@lakewoodcityschools.org)
- Hayes Elementary School**  
16401 Delaware Ave., Lakewood, OH 44107  
Ph: 216-529-4228 Fax 216-227-5575 or email  
[arlene.marek@lakewoodcityschools.org](mailto:arlene.marek@lakewoodcityschools.org)
- Horace Mann Elementary School**  
1215 West Clifton Blvd., Lakewood, OH 44107  
Ph: 216-529-4257 Fax 216-227-5828 or email  
[barbara.rochford@lakewoodcityschools.org](mailto:barbara.rochford@lakewoodcityschools.org)
- Lincoln Elementary School**  
15615 Clifton Blvd., Lakewood, OH 44107  
Ph: 216-529-4232 Fax 216-227-5722 or email  
[michele.winterstein@lakewoodcityschools.org](mailto:michele.winterstein@lakewoodcityschools.org)
- Roosevelt Elementary School**  
14237 Athens Ave., Lakewood, OH 44107  
Ph: 216-529-4224 Fax 216-227-5739 or email  
[marylou.nagy@lakewoodcityschools.org](mailto:marylou.nagy@lakewoodcityschools.org)
- Garfield Middle School**  
13114 Detroit Ave., Lakewood, OH 44107  
Ph: 216-529-4241 Fax 216-529-4146 or email  
[melissa.muzychenko@lakewoodcityschools.org](mailto:melissa.muzychenko@lakewoodcityschools.org)
- Harding Middle School**  
16601 Madison Ave., Lakewood, OH 44107  
Ph: 216-529-4261 Fax 216-529-4708 or email  
[michelle.kovach@lakewoodcityschools.org](mailto:michelle.kovach@lakewoodcityschools.org)
- Lakewood High School, Attn: GUIDANCE**  
14100 Franklin Blvd., Lakewood, OH 44107  
Ph: 216-529-4032 Fax 216-529-4200  
[leah.kapsalis@lakewoodcityschools.org](mailto:leah.kapsalis@lakewoodcityschools.org)
- Franklin School of Opportunity**  
13465 Franklin Blvd., Lakewood, OH 44107  
Ph: 216-529-4037 Fax 216-227-5975 or email  
[mona.atfield@lakewoodcityschools.org](mailto:mona.atfield@lakewoodcityschools.org)
- Lakewood Board of Education, Attn: Registrar**  
13701 Lake Ave., Lakewood, OH 44107  
Ph: 529-4279 Fax 216-529-4104 or email  
[susan.robida@lakewoodcityschools.org](mailto:susan.robida@lakewoodcityschools.org)
- Lakewood Board of Education  
Attn. Student Services**  
13701 Lake Ave., Lakewood, OH 44107  
Ph: 216-529-4201 Fax 216-529-4104 or email  
[colleen.mullen@lakewoodcityschools.org](mailto:colleen.mullen@lakewoodcityschools.org)



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**B. Send IEP, ETR, and/or 504 Plan to Student Services:  
(FAX: 216-529-4104) or email colleen.mullen@lakewoodcityschools.org**

I, \_\_\_\_\_ do hereby authorize:  
(Parent name)

\_\_\_\_\_  
(Name of Previous School)

\_\_\_\_\_  
(Address, City/State/Zip)

\_\_\_\_\_  
(Phone & email required)

**Release to the Lakewood City Schools:**

ALL PERSONALLY IDENTIFIABLE DATA ON FILE

ALL NATIONAL TEST SCORES

ALL STANDARDIZED ACHIEVEMENT/GRADUATION/PROFICIENCY TEST SCORES

LANGUAGE USAGE SURVEY

CURRENT IEP and ETR (**\*FAX to 216-529-4104**)

504 PLAN (**\*FAX to 216-529-4104**)

\_\_\_\_\_  
(Name of Student) (Date of Birth)

*and do release the aforementioned agency from all liability for damage in providing this information. A photocopy, FAX transmission or email of this authorization shall be considered as effective and valid as the original.*

\_\_\_\_\_  
(Signature/Relationship) (Date)