

Cincinnati Public Schools
ADMINISTRATIVE PROCEDURES

Procedure Name Customer Service	
Procedure No. 9111-00-01	Eff. Date: 12/21/09
Implements Board Policy(ies) 9120	Last Reviewed: 7/23/19

1. Background

Board Policy 9111 governs the District's customer service policy.

2. Responsibilities

Title: Chief Communications and Engagement Officer	
Address: Office of Communications and Engagement	
Phone: (513) 363-0020	Cell phone:

3. Action Steps

Provide excellent customer service to our students, families, and other internal and external customers.

4. Equity Considerations

Provide accommodations for those with disabilities or language needs.

5. Related Documents / Forms

Document Title	Description	Last Reviewed
1.		
2.		
3.		

6. Additional Information

None required.