

CHAIN OF COMMUNICATION

WHO DO I CALL WITH A QUESTION AND/OR SUGGESTION?

The North Merrick School District has developed communication protocols to promote direct, open and respectful interactions so that problems and concerns can be worked out quickly and efficiently. The communication protocol starts with the staff member closest to the situation, as that person will usually have the most information. At times, additional personnel are required to resolve specific situations. Appropriate communication channels for a variety of topics are listed below. The district encourages any and all questions from parents and residents regarding school matters.

CLASSROOM ISSUES INVOLVING AN INDIVIDUAL CHILD (classroom procedures, classroom behavior, grades, etc.) **OR CURRICULUM AND INSTRUCTION** (subject matter being taught, textbooks and materials used, etc.)

Step 1: Classroom Teacher; if not resolved...

Step 2: Building Principal; if not resolved...

Step 3: Ms. Beth L. Friedman, Deputy Superintendent of Schools; if not resolved...

Step 4: Dr. Cynthia Seniuk, Superintendent of Schools

EMPLOYMENT AND CERTIFICATION

Step 1: Ms. Beth L. Friedman, Deputy Superintendent of Schools; if not resolved...

Step 2: Dr. Cynthia Seniuk, Superintendent of Schools

MEDICAL CONCERNS

Step 1: School Nurse; if not resolved...

Step 2: Building Principal; if not resolved...

Step 3: Dr. Edward Murphy, Assistant to the Superintendent for PPS and Special Education; if not resolved...

Step 4: Ms. Beth L. Friedman, Deputy Superintendent of Schools; if not resolved...

Step 5: Dr. Cynthia Seniuk, Superintendent of Schools

SCHOOL ACTIVITIES/CLUBS

Step 1: Activity Adviser; if not resolved...

Step 2: Building Principal; if not resolved...

Step 3: Ms. Beth L. Friedman, Deputy Superintendent of Schools; if not resolved...

Step 4: Dr. Cynthia Seniuk, Superintendent of Schools

REGISTRATION AND RESIDENCY

Step 1: Mrs. Joanne Long, District Clerk/Registration; if not resolved...

Step 2: Dr. Edward Murphy, Assistant to the Superintendent for PPS and Special Education; if not resolved...

Step 3: Ms. Beth L. Friedman, Deputy Superintendent of Schools; if not resolved...

Step 4: Dr. Cynthia Seniuk, Superintendent of Schools

SPECIAL EDUCATION

Step 1: Teacher; if not resolved...

Step 2: School Psychologist; if not resolved...

Step 3: Building Principal; if not resolved...

Step 4: Dr. Edward Murphy, Assistant to the Superintendent for PPS and Special Education; if not resolved...

Step 5: Ms. Beth L. Friedman, Deputy Superintendent of Schools; if not resolved...

Step 6: Dr. Cynthia Seniuk, Superintendent of Schools

SCHOOL LUNCH PROGRAM

Step 1: Mr. Thomas P. McDaid, Esq., Assistant Superintendent for Business and Operations; if not resolved...

Step 2: Ms. Beth L. Friedman, Deputy Superintendent of Schools; if not resolved...

Step 3: Dr. Cynthia Seniuk, Superintendent of Schools