

## **WHEN IN DOUBT.....CHECK IT OUT!**

If you have questions pertaining to the school district or about your child's work, please do not hesitate to call. We encourage any and all questions from parents and residents concerning the school program, transportation, budget, etc. In an attempt to respond to your questions and suggestions, it is important to contact the individual person who is responsible for the various areas of the school operation. He or she has the most detailed information about his/her area of responsibility. Phone numbers are on the other side of this page.

### **Medical Concerns K-12...**

*STEP 1 - Building Nurse; if not resolved,*  
*STEP 2 - Building Principal; if not resolved,*  
*STEP 3 - Learning Loss Coordinator; if not resolved,*  
*STEP 4 - Assistant Superintendent for Business & Finance; if not resolved,*  
*STEP 5 - Superintendent.*

### **COVID Concerns K-12...**

*STEP 1 - Building Nurse; if not resolved,*  
*STEP 2 - Building Principal; if not resolved,*  
*STEP 3 - Learning Loss Coordinator; if not resolved,*  
*STEP 4 - Assistant Superintendent for Business & Finance; if not resolved,*  
*STEP 5 - Superintendent.*

### **School Difficulty K-12** (*grades, academic performance, classroom behavior, etc.*)

*STEP 1 - Classroom Teacher; if not resolved,*  
*STEP 2 - Guidance Counselor; if not resolved,*  
*STEP 3 - Building Principal; if not resolved,*  
*STEP 4 - Assistant Supt. of Curriculum & Instruction; if not resolved,*  
*STEP 5 - Superintendent.*

### **Transportation Routing Concern** (*pickup, route problems*)

*STEP 1 - Supervisor of Transportation; if not resolved,*  
*STEP 2 - Assistant Superintendent for Business & Finance; if not resolved,*  
*STEP 3 - Superintendent.*

### **Transportation Behavior Concern**

*STEP 1 - Bus Driver; if not resolved,*  
*STEP 2 - Supervisor of Transportation; if not resolved,*  
*STEP 3 - Building Principal; if not resolved,*  
*STEP 4 - Assistant Superintendent for Business & Finance; if not resolved,*  
*STEP 5 - Superintendent.*

### **Cafeteria Concerns**

*STEP 1 - Cafeteria Employee, if not resolved,*  
*STEP 2 - Cafeteria Manager, if not resolved,*  
*STEP 3 - Building Principal, if not resolved,*  
*STEP 4 - Assistant Superintendent for Business & Finance, if not resolved,*  
*STEP 5 - Superintendent.*

### **Special Education Concerns - K-12...**

*STEP 1 - Special Education Teacher; if not resolved,*  
*STEP 2 - Building Principal; if not resolved*  
*STEP 3 - PPS Director; if not resolved,*  
*STEP 4 - Assistant Supt. of Curriculum & Instruction; if not resolved,*  
*STEP 5 - Superintendent.*

### **Curriculum (Course) Concerns...**

*STEP 1 - Teacher;*  
*STEP 2 - Guidance Counselor; if not resolved,*  
*STEP 3 - Building Principal; if not resolved,*  
*STEP 4 - Assistant Supt. of Curriculum & Instruction, if not resolved,*  
*STEP 5 - Superintendent*

### **Budget Concerns...**

*STEP 1 - Assistant Superintendent for Business & Finance; if not resolved,*  
*STEP 2 - Superintendent.*

### **Athletic Concerns...**

*STEP 1 - Coach; if not resolved,*  
*STEP 2 - Athletic Director/ Assistant High School Principal; if not resolved,*  
*STEP 3 - Building Principal; if not resolved,*  
*STEP 4 - Superintendent.*

### **Building Use Request...**(*scheduling events in school facilities*)

Contact the District Office

### **Technology Concerns...**

*STEP 1 - Building Principal; if not resolved,*  
*STEP 2 - Educational Technology Leader; if not resolved,*  
*STEP 3 - Superintendent.*

It is important to follow this step-by-step procedure in order to solve problems. An appeal to the Board of Education may be sought on any of the above issues after all the appropriate steps have been exhausted. It is the primary responsibility of the board to set policy for the school district. The Superintendent and administrative staff are legally empowered to administer the school district and put into operation the policies and decisions of the Board of Education.

# DISTRICT TELEPHONE DIRECTORY

Gen. Wm. Floyd Elementary	Kristin Casab, Principal	865-5721
	Jennifer Blier, Secretary	865-5721
	Kimberly Sheridan, Nurse	865-7266
Holland Patent Elementary	Sarah Vergis, Principal	865-8151
	Karen Gorea, Secretary	865-8151
	Kristyn Deuel, Nurse	865-7261
Holland Patent Middle School	Lisa Gentile, Principal	865-8152
	Justin Barlow, Athletic Director/Assistant Principal	865-8152
	Alecia Weir, Secretary	865-8152
	Jody Shepard, Guidance Secretary	865-7204
	Andrea DiNardo, Nurse	865-7224
Holland Patent Senior High School	Russell Stevener, Principal	865-8154
	Kelly Healey, Assistant Principal	865-7245
	Jodi Cardinal, Secretary	865-8154
	Jennifer Synakowski, Attendance	865-7292
	Kathy Green, Guidance Secretary	865-4102
	Rebecca Dietrick, Nurse	865-7234
	Athletic Secretary – Robin Vienneau	865-7273
Superintendent of Schools Assistant Supt. for Business & Finance	Dr. Cheryl Venettozzi	865-7221
	Nicholas Panuccio	865-7505
Assistant Supt. of Curriculum & Instruction	Nancy Nowicki	865-7200
PPS Director, CSE Chairperson	James DeAngelo	865-4148
	Wendy Lloyd, Secretary	865-4148
Learning Loss Coordinator	Melissa Lowell	865-7580
Transportation Department	Christopher Roberts	865-4103
	Tammy Maciol, Secretary	865-4103
Buildings & Grounds	Kenneth Smith	865-7213
	Kathy Pianka, Secretary	865-7213
School Food Service	Clifford Casab	865-7242
Teacher Center	Rebecca Pisani	865-7226
Educational Technology Leader	Stephen Smith	ssmith@moriconline.org