

WHO DO I CALL/EMAIL WITH A QUESTION

The Fallsburg Central 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.

AFTER SCHOOL ACTIVITIES

STEP 1 - Activity Advisor; if not resolved

STEP 2 - Building Assistant Principal; if not resolved

STEP 3 - Building Principal; if not resolved

STEP 4 - Dr. Sally Sharkey, Asst. Supt., if not resolved

STEP 5 - Dr. Ivan Katz, Superintendent of Schools

ATHLETIC CONCERNS

STEP 1 - Coach; if not resolved

STEP 2 - Amanda Stevens, Interim Dir. PE and Ath; if not resolved

STEP 3 - Building Assistant Principal; if not resolved

STEP 4 - Building Principal; if not resolved

STEP 5 - Dr. Ivan Katz, Superintendent of Schools

BEHAVIOR, SOCIAL INTERACTION CONCERNS

For Grades K-6:

STEP 1 - Classroom Teacher; if not resolved

STEP 2 - Social Worker; if not resolved

STEP 3 - Pamela Carr, Asst Prin.; if not resolved

STEP 4 - Mary Kate Stinehour, Principal; if not resolved

STEP 5 - Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 6 - Dr. Ivan Katz, Superintendent of Schools

BEHAVIOR, SOCIAL INTERACTION CONCERNS

For Grades 7-12:

STEP 1 - Classroom Teacher; if not resolved

STEP 2 - Steven Nilsen, Asst Prin.; if not resolved

STEP 3 - Shana Bruestle, Principal; if not resolved

STEP 4 - Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 5 - Dr. Ivan Katz, Superintendent of Schools

BUDGET CONCERNS/QUESTIONS

STEP 1 - Daniel Grecco, Jr., Bus. Mgr.; if not resolved

STEP 2 - Dr. Ivan Katz, Superintendent of Schools

BUILDING USE REQUESTS

STEP 1 - Daniel Grecco, Jr., Bus. Mgr.; if not resolved

STEP 2 - Dr. Ivan Katz, Superintendent of Schools

CLASSROOM/CURRICULUM & INSTRUCTION QUESTIONS

(Classroom procedures, behavior, grades, schedule, subject matter being taught, teaching strategies, textbooks etc.)

For Grades K-6:

STEP 1 - Classroom Teacher; if not resolved

STEP 2 - Pamela Carr, Asst Prin.; if not resolved

STEP 3 - Mary Kate Stinehour, Principal; if not resolved

STEP 4 - Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 5 - Dr. Ivan Katz, Superintendent of Schools

For Grades 7-12:

STEP 1 - Classroom Teacher; if not resolved

STEP 2 - Steven Nilsen, Asst Prin.; if not resolved

STEP 3 - Shana Bruestle, Principal; if not resolved

STEP 4 - Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 5 - Dr. Ivan Katz, Superintendent of Schools

EMPLOYMENT, RESIDENCY AND CERTIFICATION QUESTIONS

STEP 1 - Sarah Satz, Executive Assistant to Supt, if not resolved

STEP 2 - Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 3 - Dr. Ivan Katz, Superintendent of Schools

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MEDICAL CONCERNS, K-12

STEP 1 - School Nurse; if not resolved

STEP 2 - Building Principal; if not resolved

STEP 3 - Dr. Ivan Katz, Superintendent of Schools

REGISTRATION

STEP 1- Jennifer Benzenberg, Registrar; if not resolved

STEP 2- Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 3 - Dr. Ivan Katz, Superintendent of Schools

SCHOOL PERSONNEL CONCERNS

STEP 1 - Building Principal; if not resolved

STEP 2 – Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 3 - Dr. Ivan Katz, Superintendent of Schools

SPECIAL EDUCATION CONCERNS

STEP 1 - Teacher/Instructor/Case Manager; if not resolved

STEP 2 - Building Principal; if not resolved

STEP 3: Dillon Paul, Asst. Dir of Pupil Pers. Services if not resolved

STEP 4 – Leighanne Russell, Dir of Pupil Pers. Services; if not resolved

STEP 5 - Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 6 - Dr. Ivan Katz, Superintendent of Schools

SUMMER SCHOOL CONCERNS

For Grades 7-12

STEP 1- Guidance Counselor; if not resolved

STEP 2- Shana Bruestle, Principal; if not resolved

STEP 3- Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 4: Dr. Ivan Katz, Superintendent of Schools

For Grades K-6

STEP 1- Pam Carr, Asst Principal; if not resolved

STEP 2- Mary Kate Stinehour, Principal; if not resolved

STEP 3- Dr. Sally Sharkey, Asst. Supt.; if not resolved

STEP 4: Dr. Ivan Katz, Superintendent of Schools

TECHNOLOGY QUESTIONS

Jamie Dymond, Director of Technology, with questions regarding technology hardware/software, automated messages, website or app issues, School Tool or student data.

TRANSPORTATION CONCERNS

(pickup, route problems, etc.)

STEP 1 - Daniel Grecco, Jr., Bus. Mgr.; if not resolved

STEP 2 - Dr. Ivan Katz, Superintendent of Schools

OTHER TRANSPORTATION CONCERNS

(behavior on school buses, etc.)

For Grades K-6:

STEP 1 – Pamela Carr, Asst Prin.; if not resolved

STEP 2 - Mary Kate Stinehour, Principal; if not

resolved

STEP 3 - Daniel Grecco, Jr., Bus. Mgr.; if not resolved

STEP 4 - Dr. Ivan Katz, Superintendent of Schools

For Grades 7-12:

STEP 1 – Steven Nilsen, Asst Prin.; if not resolved

STEP 2 – Shana Bruestle, Principal; if not resolved

STEP 3 - Daniel Grecco, Jr., Bus. Mgr.; if not resolved

STEP 4 - Dr. Ivan Katz, Superintendent of Schools

EMAIL:

Go to district website, www.fallsburgcsd.net and click on **Staff Directory** and **All Buildings**. Enter the name of the person you are looking for and their email address will display.

PLEASE NOTE:

If your issue has not been resolved after following ALL of the appropriate steps in the communication protocol, then please contact the Board of Education by emailing BOE@fallsburgcsd.net