



# PROTOCOL FOR RESOLVING CONCERNS

AREA	STEP 1	STEP 2	STEP 3	STEP 4
<b>Academics: Difficulties Scheduling Curriculum</b>	Class/Course Teacher Teacher Class/Subject Teacher	HS/MS Guidance School Counselor School Counselor	Building Principal	Assistant Superintendent
<b>Attendance</b>	School Nurse	Principal		Assistant Superintendent
<b>Athletics</b>	Coach	Director of Physical Education and Athletics	Principal	Assistant Superintendent
<b>Behavior and Classroom Procedures</b>	Teacher	HS/MS Assistant Principal	Principal	Assistant Superintendent
<b>Board of Education Policy</b>	District Clerk	Superintendent	Board of Education	
<b>Budget</b>	Executive Director of Business and Finance	Superintendent		
<b>Buildings and Grounds</b>	Director of Facilities III	Executive Director of Business and Finance		
<b>Counseling</b>	Teacher/School Counselor	Principal	Assistant Director of Student Services	Executive Director of Special Education and Student Services
<b>Employment</b>	Executive Director of Human Resources	Superintendent		
<b>Extracurricular Activities</b>	Advisor	Principal		Assistant Superintendent
<b>Food Service</b>	Building Cafeteria Manager	Food Service Director	Principal	Executive Director of Business and Finance
<b>Free/Reduced Meal Program</b>	Food Service Director	Executive Director of Business and Finance		
<b>Health Medical</b>	School Nurse	Principal	Director of Student Services	Executive Director of Special Education and Student Services
<b>Registration and Residency</b>	Registrar	Executive Director of Curriculum and Instruction	Superintendent	
<b>Safety</b>	Building Principal	Executive Director of Business and Finance	Assistant Superintendent	Superintendent
<b>Scholarships</b>	School Counselor	Principal	Executive Director of Business and Finance	
<b>Special Education</b>	Teacher	Principal	Executive Director of Special Education and Student Services	
<b>Technology</b>	Principal	Director of Instructional Technology, Network Information & Multi-Media Systems	Assistant Superintendent	
<b>Transportation</b>	Director of Transportation	Executive Director of Business and Finance		
<b>Use of Facilities</b>	Principal	Director of Physical Education and Athletics	Executive Director of Business and Finance	Superintendent
<b>Website</b>	Director of Instructional Technology, Network Information & Multi-Media Systems	Assistant Superintendent	Superintendent	