

WHOM TO CONTACT – Protocol and Process for Public Regarding Information, Questions and Suggestions Regarding the Baldwinsville Central School District

Accountability for Student Learning (NYS Grades 3-8 Assessments, Regents Examinations, and Local Assessments)

Step 1: Classroom Teacher - *If not resolved...*

Step 2: Building Principal - *If not resolved...*

Step 3: Director of Elementary or Secondary Curriculum & Instruction - *If not resolved...*

Step 4: Joseph DeBarbieri, Deputy Superintendent

Athletic/Sports Information

Step 1: Coach - *If not resolved...*

Step 2: Christopher Campolieta, Athletic Director - *If not resolved...*

Step 3: Joseph DeBarbieri, Deputy Superintendent

Breakfast/Lunch Programs

Step 1: Building Principal - *If not resolved...*

Step 2: Brian Wright, Food Service Director - *If not resolved...*

Step 3: Kimberly Vile, Assistant Superintendent for Management Services

Building Use Request (Scheduling Events in School Facilities, District Fields, and the Stadium)

Step 1: Building Principal (go to the Facility Request Page on the district website and follow the instructions) - *If not resolved...*

Step 3: Kimberly Vile, Assistant Superintendent for Management Services

Curriculum Information (Class/Course)

Step 1: Teacher and/or Guidance Counselor - *If not resolved...*

Step 2: Building Principal - *If not resolved...*

Step 3: Director of Elementary or Secondary Curriculum & Instruction - *If not resolved...*

Step 4: Joseph DeBarbieri, Deputy Superintendent

Dignity for All Students Act (DASA)

Step 1 – Building Principal – *If not resolved...*

Step 2 – David Kilcourse, Assistant Superintendent for Human Resources

District Communications/Publishing

Step 1: Sarah Buckshot, Public Information Specialist - *If not resolved...*

Step 2: Dr. Kathleen Davis, Acting Superintendent of Schools

Graduation Requirements

Step 1: Guidance Counselor - *If not resolved...*

Step 2: Building Principal - *If not resolved...*

Step 3: Renee Burnett, Director of Secondary Curriculum & Instruction - *If not resolved...*

Step 4: Joseph DeBarbieri, Deputy Superintendent

Medical Information

Step 1: Contact the nurse in your child's building - *If not resolved...*

Step 2: Building Principal - *If not resolved...*

Step 3: Katie Cazzolli, School Nursing Supervisor - *If not resolved...*

Step 4: David Kilcourse, Assistant Superintendent for Human Resources

School Information (Learning, Code of Conduct, Expectations, Grading, Report Cards, Classroom Behavior, etc.)

Step 1: Classroom teacher/guidance counselor - *If not resolved...*

Step 2: Building principal - *If not resolved...*

Step 3: Director of Elementary or Secondary Curriculum & Instruction - *If not resolved...*

Step 4: Joseph DeBarbieri, Deputy Superintendent

Guidance and Career Services

Step 1: Guidance Counselor - *If not resolved...*

Step 2: Building Principal - *If not resolved...*

Step 3: Karrie LaMacchia, Director of Pupil & Personnel Services - *If not resolved...*

Step 4: Joseph DeBarbieri, Deputy Superintendent

Intervention Counseling

Step 1: Counselor - *If not resolved...*

Step 2: Building Principal - *If not resolved...*

Step 3: Karrie LaMacchia, Director of Pupil & Personnel Services - *If not resolved...*

Step 4: David Kilcourse, Assistant Superintendent for Human Resources

Special Education Information/Special Needs

Step 1: Special Education Teacher - *If not resolved...*

Step 2: Building Principal - *If not resolved...*

Step 3: Rocco Nalli, Director of Special Education - *If not resolved...*

Step 4: David Kilcourse, Assistant Superintendent for Human Resources

Technology

Step 1: Building Principal - *If not resolved...*

Step 2: RJ DeLisle, Director of Instructional Technology - *If not resolved...*

Step 3: Joseph DeBarbieri, Deputy Superintendent

Transportation Information (Pickup, Route Problems, Bus Behavior, etc.)

Step 1: Transportation Department - *If not resolved...*

Step 2: Michael Tierney, School Transportation Director - *If not resolved...*

Step 3: Building Principal - *If not resolved...*

Step 3: Kimberly Vile, Assistant Superintendent for Management Services

Suspected Fraud or Fiscal Malfeasance:

Step 1: Supervisor or Building Principal - *If not resolved...*

Step 2: Kimberly Vile, Assistant Superintendent for Management Services - *If not resolved*

Step 3: Dr. Kathleen Davis, Acting Superintendent of Schools

Website

Step 1: For District site, contact Sarah Buckshot, Public Information Specialist (***For a school website, contact the school's webmaster***) **Webmasters are:**

Baker High School – Jennifer Terpening, jterpening@bville.org

Durgee Jr. High School – Lindsay Cesari, lcesari@bville.org

Ray Middle School – Justin Ashworth, jashworth@bville.org

Elden Elementary School – Karen Lesser, klesser@bville.org

McNamara Elementary School – Allison Earl, aearl@bville.org

Palmer Elementary School – Jean Kaval, jkaval@bville.org

Reynolds Elementary School – Melissa Chiodo, mchiodo@bville.org

Van Buren Elementary School – Cynthia Cronin, ccronin@bville.org

If not resolved...

Step 2: Building Principal - *If not resolved* with the school...

Step 3: Sarah Buckshot, Public Information Specialist - *If not resolved...*

Step 4: RJ DeLisle, Director of Instructional Technology