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|  | **1st Point of Contact** | **2nd Point** | **3rd Point** | **4th Point** |
| **Class or Project Grade** | Class/Course Teacher | Principal | Superintendent |  |
| **Quarter or Semester Grades** | Class/Course Teacher | Principal | Superintendent |  |
| **Homework** | Class/Course Teacher | Principal  | Superintendent |  |
| **Behavior (Classroom)** | Class/Course Teacher | Principal  | Superintendent  |  |
| **DASA Issues** | DASA Coordinator | Superintendent |  |  |
| **Classroom Trips** | Class/Course Teacher | Principal | Superintendent |  |
| **School Trips** | Advisor | Principal  | Superintendent |  |
| **Academics**  | Teacher | Principal  | Superintendent |  |
| **Athletics** | Coach | Athletic Director | Principal  | Superintendent |
| **Behavior (Bus)** | Transportation Supervisor | Principal  | Superintendent |  |
| **BOE Policy** | District Secretary  | Principal  | Superintendent |  |
| **Building Use** | District Secretary  | Facilities | Principal  | Superintendent |
| **Cafeteria Food Services** | Cafeteria Manager | Facilities | Principal  | Superintendent |
| **Class Procedures** | Class/Course Teacher | Principal  | Superintendent |  |
| **Extracurricular Clubs** | Club Advisor | Principal  | Superintendent |  |
| **Facilities** | Facilities | Principal  | Superintendent |  |
| **Student Health** | School Nurse | Principal  | Superintendent |  |
| **Scheduling** | Counselor | Director of Guidance | Principal  | Superintendent |
| **Special Education Issues** | Class/Course Teacher | CSE Chairperson | Principal  | Superintendent |
| **Transportation** | Transportation Supervisor | Superintendent |  |  |
| **Technology** | IT Tech  | Principal  | Superintendent |  |
| **Building Safety** | Principal | Facilities | Superintendent |  |
| **Counseling** | Teacher or Counselor | Director of Guidance | Principal  | Superintendent |
| **Registration-Residency** | District Secretary  | Director of Guidance | Principal  | Superintendent |
| **Attendance** | School Nurse | Director of Guidance | Superintendent |  |

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| **Contact** | **Telephone** |
| Superintendent, Brigid Collins | 845-676-3166 ext 103 |
| CSE Chairperson, Cheryl Butler | 845-676-3166 ext 115 |
| Principal, Chris Aguirre | 845-676-3166 ext 103 |
| Athletic Director, Megan Shelton | 845-676-3166 ext 103 |
| Cafeteria Manager, Laurie Day | 845-676-3166 ext 105 |
| Transportation, Fredrick Reed | 845-676-3166 ext 121 or 845-676-4660 |
| Business Manager, Samantha Candreva | 845-676-3166 ext 122 |
| School Nurse, Mary Colfer | 845-676-3166 ext 101 |
| IT Tech | 845-676-3166 ext 126 |
| Facilities, Sal Ventimiglia | 845-676-3166 ext 116 |