



# Sayville Public School District Communication Protocols

The Sayville School District believes in fostering strong, positive and supportive relationships with all of our parents/guardians and residents. Our entire faculty and staff care deeply about the success of your children and the community. High quality communication is an essential part of any successful partnership.

With this in mind, the Sayville Public Schools has communication protocols in place to help facilitate open, timely and respectful interactions. The communication protocol starts with the District staff member closest to the situation. Please refer to the Table of Contents below and begin with the first person on the list. If your question or concern is not resolved, proceed to the next person. This protocol should be followed as written.

## Table of Contents

504 Plan	Page 4
Athletics	Page 2
Behaviors	Page 2
Budget	Page 2
Building Use	Page 2
Curriculum & Instruction	Page 2
Employment & Certification	Page 2
ELL Students	Page 3
Facilities	Page 3
McKinney Vento, Homeless Liaison	Page 3
Medical	Page 3
Mental Health	Page 2
Nurses/Medical/Immunizations	Page 3
Personnel	Page 3
Physical Education	Page 2
Registration & Residency	Page 3
School Security & Safety	Page 3
Social Interactions	Page 2
Special Education	Page 4
Technology	Page 4
Transportation	Page 4

### ❖ Athletic or Physical Education Concerns

1	Coach/Physical Education Teacher	Email/Phone
2	School Building Administrator (If applicable)	Various
3	Dr. Ryan Cox, Director of Health, Physical Education, and Interscholastic Athletics	631-244-6625
4	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ Mental Health: Behavior, Social Emotional Concerns/Questions

1	Classroom Teacher	Building
2	School Psychologist and/or Social Worker and/or Guidance Counselor	Pages 5-6
3	Assistant Principal (MS/HS Only)	Page 5 (MS/HS)
4	Building Principal	Page 5
5	Ms. Jillian Makris, Assistant Superintendent for Pupil Personnel Services	631-244-6505
6	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ Budget Concerns or Questions

1	Ms. Rhonda Meserole, Assistant Superintendent for Business	631-244-6530
2	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ Building Use Requests (via ML Software/Calendar Website)

1	Building Secretary	Building
2	Ms. Goercke, Secretary for Buildings and Grounds	631-244-6550
3	Mr. Danny Castellano, Director of Buildings and Grounds	631-244-6550
4	Ms. Rhonda Meserole, Assistant Superintendent for Business	631-244-6530
4	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ Classroom procedures, grades, schedule, subject matter, teaching, textbooks, etc.

1	Classroom Teacher	Building
2	Guidance Counselor (Grades 6-12)	Page 5
3	Department Chairperson (Grades 6-12)	Page 5
4	Building Assistant Principal/Principal	Page 5
5	Ms. Amy DiMeola, Assistant Superintendent for Curriculum & Instruction	631-244-6515
6	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ Curriculum & Instruction Concerns or Questions

1	Classroom Teacher	Building
2	Department Chairperson (Grades 6-12)	Page 5
3	Building Principal	Page 5
4	Ms. Amy DiMeola, Assistant Superintendent for Curriculum & Instruction	631-244-6515
5	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ Employment and Certification Questions

1	Ms. Lisa Elster, Senior Office Assistant for Human Resources	631-244-6520
2	Ms. Diane Watson, School Personnel Officer	631-244-6520
3	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ ELL Students

1	ELL Teacher	Building
2	Assistant Principal (MS/HS)	Page 5
3	Principal	Page 5
4	Ms. Jillian Makris, Assistant Superintendent for PPS	631-244-6505

### ❖ Facilities Concerns or Questions

1	Building Principal	Page 5
2	Mr. Danny Castellano, Director of Facilities	631-244-6550
3	Ms. Rhonda Meserole, Assistant Superintendent for Business	631-244-6530
4	Dr. Ferris, Superintendent of Schools	631-244-6516

### ❖ McKinney Vento, Homeless Liaison

1	Social Worker	Pages 5-6
2	Ms. Jillian Makris, Assistant Superintendent for PPS	631-244-6505

### ❖ Nurse/Medical/Immunization Concerns or Questions, UPK-12

1	School Nurse	Page 6
2	Ms. Jennifer McDonald, Lead Nurse	631-244-6620
3	Building Principal	Page 5
4	Ms. Jillian Makris, Assistant Superintendent for Pupil Personnel Services	631-244-6505
5	Dr. Ferris, Superintendent of Schools	631-244-6516

### ❖ Registration and Residency

1	Ms. Dana Galanti, Office Assistant, Pupil Personnel Office	631-244-6505
2	Ms. Jillian Makris, Assistant Superintendent for Pupil Personnel Services	631-244-6505
3	Ms. Rhonda Meserole, Assistant Superintendent for Business	631-244-6530

### ❖ School Personnel Concerns or Questions

1	Building Principal	Page 5
2	Ms. Diane Watson, School Personnel Officer	631-244-6520
3	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ School Security and Safety

1	Building Principal	Page 5
2	Mr. Wayne Simone, Security Director	631-244-6785
3	Ms. Rhonda Meserole, Assistant Superintendent for Business	631-244-6530
4	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ Special Education Concerns or Questions

1	Case Manager (Teacher, PPS Member and/or Guidance Counselor)	Building/Pages 5-6
2	School Psychologist (if not the case manager)	Pages 5-6
3	Assistant Principal (Only Middle and High School)	Page 5
4	Building Principal	Page 5
5	CSE Chairperson (District Office)	631-244-6545
6	Ms. Sabine Loriston, Coordinator of Special Education	631-244-6546
7	Ms. Stacie Gigante, Director of Special Education	631-244-6545
8	Ms. Jillian Makris, Assistant Superintendent for Pupil Personnel Services	631-244-6505
9	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ 504 Plan Concerns or Questions (General Education)

1	Case Manager (Teacher, PPS Member and/or Guidance Counselor)	Building/Pages 5-6
2	School Psychologist (if not the case manager)	Pages 5-6
3	Assistant Principal (Only Middle and High School)	Page 5
4	Building Principal	Page 5
5	504 Chairperson (District Office, Building Psychologist)	Various
6	Ms. Sabine Loriston, Coordinator of Special Education	631-244-6546
7	Ms. Stacie Gigante, Director of Special Education	631-244-6545
8	Ms. Jillian Makris, Assistant Superintendent for Pupil Personnel Services	631-244-6505
9	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### ❖ Technology Questions

1	Building Main Office	Building
2	Technology Managers	Building
3	Ms. Geraldine Doherty, Interim Director of Technology	631-244-6565

### ❖ Transportation Concerns (Pick-up, routes, etc.)

1	Ms. Jean Imperati, Senior Office Assistant	631-244-6506
2	Ms. Rhonda Meserole, Assistant Superintendent for Business	631-244-6530
3	Dr. Marc Ferris, Superintendent of Schools	631-244-6516

### Central Office

Dr. Marc Ferris	Superintendent of Schools	631-244-6516
Ms. Amy DiMeola	Asst. Superintendent for Curriculum & Instruction	631-244-6515
Ms. Jillian Makris	Asst. Superintendent for Pupil Personnel Services	631-244-6505
Ms. Rhonda Meserole	Asst. Superintendent for Business	631-244-6530
Ms. Diane Watson	School Personnel Officer	631-244-6520
Ms. Stacie Gigante	Director of Special Education	631-244-6545
Ms. Sabine Loriston	Coordinator of Special Education	631-244-6546
Ms. Geraldine Doherty	Interim Director of Technology	631-244-6565

### Building Principals & Assistant Principals

Cherry Avenue Elementary	Dr. Lisa Ihne, Principal	631-244-6700
Lincoln Avenue Elementary	Mr. Dominic Armano, Principal	631-244-6728
Lincoln Avenue Elementary	Mr. Scott Bullis, Assistant Principal	
Sunrise Drive Elementary	Dr. James Foy, Principal	631-244-6751
Sayville Middle School	Dr. Joseph Castoro, Principal	631-244-6652
Sayville Middle School	Mr. Brian Decker, Assistant Principal	631-244-6651
Sayville High School	Ms. Stephanie Bricker, Principal	631-244-6601
Sayville High School	Mr. Mike Baio, Assistant Principal	631-244-6602
Sayville High School	Mr. Jon Hart, Assistant Principal	631-244-6605

### Department Chairpersons (Grades 6-12)

Art	Ms. Debbie Urso	631-244-6638
Music	Ms. Kerri VanBoxel	631-244-6643
Technology	Mr. Bryan Coon	631-244-6646
English	Ms. Amy Thomas	631-244-6640
Math	Ms. Laurie Skahill	631-244-6642
Physical Education/Health	Dr. Ryan Cox	631-244-6625
Science	Ms. Jen Byrnes	631-244-6644
Social Studies	Mr. Robert Hoss	631-244-6645
Special Education	Ms. Kimberly Sznitken	631-244-7240
World Languages	Ms. Christine Richter	631-244-6641

### Guidance Counselors (Grades 6-12)

Sayville High School	Ms. Stephanie Flynn (Lead)	631-244-6613
Sayville High School	Ms. Mary Jane Stevens	631-244-6615
Sayville High School	Ms. Colleen Restrepo	631-244-6614
Sayville High School	Ms. Kelsey DeBrino	631-244-6616
Sayville Middle School	Ms. Kelly Raycroft	631-244-6663
Sayville Middle School	Ms. Cortney Culkin	631-244-6664
Sayville Middle School	Mr. Joseph Hutter	631-244-6662

### PPS Staff

Sayville High School	Ms. Jennifer Doddato, Psychologist	631-244-6619
Sayville High School	Mr. Anthony Calabrese, Social Worker	631-244-6579
Sayville High School	Ms. Amy Buckley, Social Worker	631-244-6784
Districtwide	Ms. Jessica Ciardullo, Social Worker	Various
Sayville Middle School	Ms. Lisa Scannell, Psychologist	631-244-6668
Sayville Middle School	Ms. Dawn Lloyd-Matthews, Social Worker	631-244-6666
Sayville Middle School	Ms. Noemi Barczak, Social Worker	631-244-6667
Cherry Avenue Elementary	Dr. Caryn Cantley, Psychologist	631-244-6713
Cherry Avenue Elementary	Ms. Robin McKinnon, Social Worker	631-244-6723
Lincoln Avenue Elementary	Ms. Lynn Hill, Psychologist	631-244-6729
Lincoln Avenue Elementary	Ms. Lauri Carluccio, Social Worker	631-244-6732
Sunrise Drive Elementary	Dr. Mark Closson, Psychologist	631-244-6757
Sunrise Drive Elementary	Ms. Samantha Tracy , Social Worker	631-244-6763

### Nurses

Sayville High School	Ms. Jennifer McDonald, Lead Nurse	631-244-6620
Sayville Middle School	Ms. Jennifer Riviello	631-244-6670
Cherry Avenue Elementary	Ms. Teresa Lotito	631-244-6710
Lincoln Avenue Elementary	Ms. Sally Peralsky	631-244-6735
Sunrise Drive Elementary	Ms. Debra Albrecht	631-244-6760