

Beecher Road School

Chain of Communication

The Woodbridge School District's communication process encourages open and respectful interactions, allowing concerns to be addressed swiftly and effectively. Communication should begin with the staff member closest to the situation, as they typically have the most relevant information. In some cases, additional personnel may be needed to resolve specific issues. A sequence of communication channels for various topics are listed below. The district welcomes questions about school matters.

Classroom issues involving an Individual Child (classroom procedures, assignments, grades, schedule, etc.)

STEP 1: Classroom/Specialist Teacher; if not resolved...

STEP 2: Assistant Principals; if not resolved...

STEP 3: Principal; if not resolved...

STEP 4: Superintendent of School

Curriculum and Instruction

(subject matter being taught, teaching strategies, textbooks and materials used, etc.)

ELA:

STEP 1: Classroom Teacher; if not resolved...

STEP 2: Language Arts Specialist; if not resolved...

STEP 3: Assistant Principals; if not resolved...

STEP 4: Principal; if not resolved...

STEP 5: Superintendent of Schools

MATH:

STEP 1: Classroom Teacher; if not resolved...

STEP 2: Math Specialist; if not resolved...

STEP 3: Assistant Principals; if not resolved...

STEP 4: Principal; if not resolved...

STEP 5: Superintendent of Schools

Special Education/Speech Language Services

STEP 1: Teacher or Service Provider; if not resolved...

STEP 2: Case Manager; if not resolved...

STEP 3: Assistant Principals/Principal; if not resolved...

STEP 4: Director of Special Services; if not resolved...

STEP 5: Superintendent of Schools

Social Work/School Psychology

STEP 1: Social Worker/School Psychologist; if not resolved...

STEP 2: Assistant Principals, if not resolved...

STEP 3: Principal; if not resolved...

STEP 3: Director of Special Services; if not resolved...

STEP 4: Superintendent of Schools



Bullying

STEP 1: Assistant Principals; if not resolved...

STEP 2: Principal; if not resolved...

STEP 3: Superintendent of Schools

Sex Based Harassment (Title 9)

STEP 1: Director of Special Services..if not resolved

STEP 2: Superintendent of School

Student Medical Concerns

STEP 1: School Nurse; if not resolved...

STEP 2: Principal; if not resolved...

STEP 3: Superintendent of Schools

MLL

STEP 1: Contact MLL teacher

STEP 2: Assistant Principals; if not resolved...

STEP 3: Principal; if not resolved...

STEP 4: Superintendent of Schools

Open Choice

STEP 1: ACES Open Choice Liaison/Coordinator; if not resolved...

STEP 2: Assistant Principals, if not resolved...

STEP 3: Building Principal; if not resolved...

STEP 4: Director of Special Services; if not resolved...

STEP 5: Superintendent of Schools

My Payments Plus

STEP 1: Cafeteria Supervisor

STEP 2: Director of Business/Operations; if not resolved...

STEP 5: Superintendent of Schools

Cafeteria & Food Service

STEP 1: Cafeteria Supervisor; if not resolved...

STEP 2: Director of Business/Operations; if not resolved...

STEP 3: Superintendent of Schools

Extended Day:

STEP 1: Extended Day Assistant Director, if not resolved....

STEP 2: Extended Day Director, if not resolved.....

STEP 3: Principal, if not resolved.....

STEP 4: Superintendent of Schools

Technology/1:1 Devices

STEP 1: Contact Technology Teachers; if not resolved...

STEP 2: Assistant Principals

STEP 3: Principal

STEP 4: Director of Instructional Technology; if not resolved...

STEP 5: Superintendent of Schools

PikMyKid:

STEP 1: School Secretary; if not resolved...

STEP 2: Assistant Principal; if not resolved...

STEP 3: Principal; if not resolved...

STEP 4: Superintendent of Schools

Transportation

(Pickup, route problems, etc.)

STEP 1: Transportation Manager; if not resolved...

STEP 2: Principal; if not resolved...

STEP 3: Director of Business/Operations; if not resolved...

STEP 4: Superintendent of Schools

Other Transportation Concerns (Behavior on school buses, etc.)

STEP 1: Admin Asst to Director of Special Services..if not resolved

STEP 2: Assistant Principals; if not resolved...

STEP 3: Principal; if not resolved...

STEP 4: Superintendent of Schools

Special Education Transportation

STEP 1: Admin Asst to Director of Special Services.

STEP 2: Assistant Principals

STEP 3: Director of Special Services; if not resolved...

STEP 3: Superintendent of Schools

Residency

STEP 1: Admin. Assistant to the Principal; if not resolved...

STEP 2: Principal; if not resolved...

STEP 3: Superintendent of Schools

Budget and Business Operations

STEP 1: Director of Business/Operations; if not resolved...

STEP 2: Superintendent of Schools

Use of Building/Field Requests

STEP 1: Admin Assistant to Principal; if not resolved...

STEP 2: Principal; if not resolved...

STEP 3: Superintendent of Schools