



**We are...MARSHALL!**

# **MARSHALL MIDDLE SCHOOL**

**6455 Gladys Ave ♦ Beaumont, TX 77706**

Phone: (409) 617-5900

Fax: (409) 617-5924

## **CHAIN OF COMMAND**

Marshall parents, if you ever need to speak to a teacher regarding your child,

- 1.) Contact the teacher via [e-mail](#) or by phone. Your child's assigned counselor can be contacted regarding any peer conflict or bullying concerns:

<b>Counselor</b>	<b>Assignment</b>	<b>E-Mail Address</b>
S. Mayo	All students with last names beginning with M-Z	<a href="mailto:smayo@bmtisd.com">smayo@bmtisd.com</a>
A. Ritch	All students with last names beginning with A-L	<a href="mailto:aritch@bmtisd.com">aritch@bmtisd.com</a>

- 2.) If you don't receive a timely response (at least 24 hours), contact the department head, either by email or phone.

<b>Department</b>	<b>Teacher</b>	<b>E-Mail Address</b>
Mathematics	M. Henderson	<a href="mailto:mhender@bmtisd.com">mhender@bmtisd.com</a>
Science	K. Powell	<a href="mailto:kpowell@bmtisd.com">kpowell@bmtisd.com</a>
English/Language Arts (ELA)	J. Jett	<a href="mailto:jjett@bmtisd.com">jjett@bmtisd.com</a>
Reading	J. Saveat	<a href="mailto:jsaveat@bmtisd.com">jsaveat@bmtisd.com</a>
Social Studies	D. Smith	<a href="mailto:dsmith7@bmtisd.com">dsmith7@bmtisd.com</a>
Special Education	A. Garza	<a href="mailto:agarza@bmtisd.com">agarza@bmtisd.com</a>
Physical Education	Y. Smith	<a href="mailto:ysisom@bmtisd.com">ysisom@bmtisd.com</a>
Fine Arts	R. Davis	<a href="mailto:rdavis@bmtisd.com">rdavis@bmtisd.com</a>

- 3.) Parents, if you have a concern regarding **academics**, you may contact your child's teacher or counselor. If it is an issue regarding **behavior**, consider making contact your child's teacher or assistant principal (see below).
- 4.) If you still don't receive a timely or satisfactory response, contact the administrator that your child is assigned to.

<b>Administrator</b>	<b>Assignment</b>	<b>E-Mail Address</b>
R. Pickens	All students with last names beginning with A-L	<a href="mailto:rpicken@bmtisd.com">rpicken@bmtisd.com</a>
C. Walters	All students with last names beginning with M-Z	<a href="mailto:cwalter@bmtisd.com">cwalter@bmtisd.com</a>



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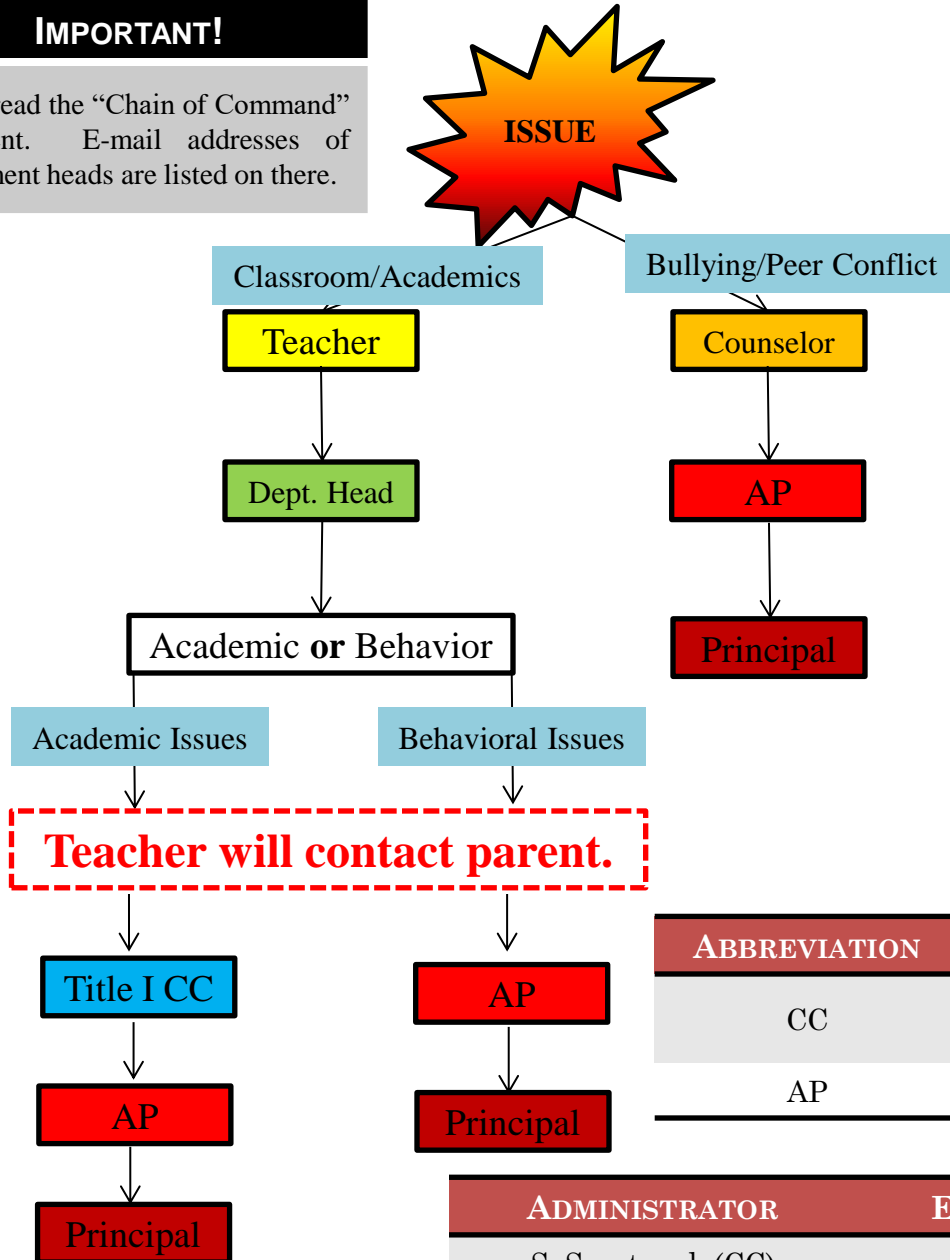
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## Chain of Command Flow Chart

### IMPORTANT!

Please read the "Chain of Command" document. E-mail addresses of department heads are listed on there.



**Teacher will contact parent.**

ABBREVIATION	MEANING
CC	Curriculum Coordinator
AP	Assistant Principal

ADMINISTRATOR	E-MAIL ADDRESS
S. Seastrunk (CC)	<a href="mailto:sseastr@bmtisd.com">sseastr@bmtisd.com</a>
C. Walters (AP, M-Z)	<a href="mailto:cwalter@bmtisd.com">cwalter@bmtisd.com</a>
R. Pickens (AP, A-L)	<a href="mailto:rpicken@bmtisd.com">rpicken@bmtisd.com</a>
N. Phillips (Principal)	<a href="mailto:nphilli@bmtisd.com">nphilli@bmtisd.com</a>