



Pathways for Effective Communication

Directing questions and/or concerns to the appropriate person(s) encourages greater collaboration and streamlines the process of answering questions, alleviating concerns, and ensuring that we are all “on the same page.” Please use this document to help identify your first contact (and additional points of contact if necessary).

Contact Information – Below is contact information for our schools and various offices throughout the District.

<u>School & Office</u>	<u>Phone Number</u>	<u>Administrator(s)</u>
Harriton High School	610-658-3950	Mr. Stuart Warshawer, <i>Principal</i>
Lower Merion High School	610-645-1810	Dr. Michael Johnson, <i>Principal</i>
Bala Cynwyd Middle School	610-645-1480	Mr. Jeffrey Hunter, <i>Principal</i>
Black Rock Middle School	484-418-2222	Mrs. Sarah Stout, <i>Principal</i>
Welsh Valley Middle School	610-658-3920	Mr. Christopher Hall, <i>Principal</i>
Belmont Hills Elementary School	610-645-1420	Mrs. Robin Klaiber, <i>Principal</i>
Cynwyd Elementary School	610-645-1430	Mr. Tyrone Ross, <i>Principal</i>
Gladwyne Elementary School	610-645-1440	Mrs. Veronica Ellers, <i>Principal</i>
Merion Elementary School	610-645-1470	Dr. Toby Albanese, <i>Principal</i>
Penn Valley Elementary School	610-645-1460	Mr. Scott Mitchell, <i>Principal</i>
Penn Wynne Elementary School	610-645-1450	Mr. Shawn Bernatowicz, <i>Principal</i>
Business Office	610-645-1970	Mr. Victor Orlando, <i>Business Manager</i>
Community Relations	610-645-1977	Ms. Amy Buckman, <i>Dir. School & Community Relations</i>
Curriculum & Instruction	610-645-1805	Mr. Scott Weinstein, <i>Acting Assistant to the Superintendent</i> Dr. Jennifer Gaudioso, <i>Director of Elementary Education</i>
Equity & Compliance	610 645-1928	Ms. Megan Shafer, <i>Assistant to the Superintendent for District Administration</i> Ms. Shawanna James-Coles, <i>Dir. of Diversity, Equity & Inclusion</i>
Health Services	610-645-1879	Ms. Kimberly Fraser, <i>Director of Student Services & Special Ed.</i> Dr. Lauren Walker, <i>Supervisor of Student Services & Gifted Ed.</i>
Human Resources	610-645-1953	Ms. Felicity Hanks, <i>Human Resources Manager</i>
Nutritional Services	610-645-1990	Mr. Mahmoud Hussein, <i>Nutritional Services Director</i> Ms. Kendall Stokes, <i>Assistant Director of Nutritional Services</i>
Operations	610-645-1980	Mr. Jim Lill, <i>Director of Operations</i> Mr. Ken Pitts, <i>Assistant Director of Operations</i> Mr. Dennis Witt, <i>Supervisor of Safety, Security & Custodians</i>
Student Services	610-645-1918	Ms. Kimberly Fraser, <i>Director of Student Services & Special Education</i>
Technology	610-645-1925	Mr. Robert Catalano, <i>Director of IT & Cybersecurity</i>
Transportation	610-645-1940	Mr. Uldis Vilcins, <i>Supervisor of Transportation</i>
Superintendent	610-645-1930	Dr. Lawrence J. Mussoline, <i>Acting Superintendent</i>

Pathways for Effective Communication

For each area, communication pathways are listed. Generally, questions and/or concerns can be answered and addressed in steps 1 or 2; however, additional steps are listed if needed. If your questions are not answered and/or your concerns are not addressed after the final step (in most cases the Superintendent), the next step is to contact the Board of School Directors.

Area	Step 1	Step 2	Step 3	Step 4	Step 5
Academics	Teacher	Principal or Assistant Principal	Curriculum Supervisor	Asst. Superintendent or Director of Elementary Education	Superintendent
Activities & Athletics	Coach or Advisor	Athletic Director or Assistant Principal	Principal	Asst. to the Supt. for District Administration	Superintendent
Buildings & Grounds	Principal or Assistant Principal	Assistant Director of Operations	Director of Operations	Business Manager	Superintendent
Course Scheduling	Teacher	Counselor	Principal or Assistant Principal	Curriculum Supervisor or Special Education Supervisor	Asst. Superintendent or Director of Elementary Education or Director of Student Services & Special Education
Diversity, Equity, Inclusion & Belonging	Teacher	Counselor	Principal or Assistant Principal	Dir. of Diversity, Equity, and Inclusion	Superintendent
English Language Learning	Classroom Teacher	ELD Teacher	Supervisor of Humanities	Asst. Superintendent	Superintendent
Food Services	Principal or Assistant Principal	Director of Food Services	Business Manager	Superintendent	
Gifted Education	Teacher/Case Manager	Principal or Assistant Principal	Supervisor of Student Services and Gifted Education	Director of Student Services	Superintendent
Personnel Concerns	Employee's Direct Supervisor	Supervisor of Human Resources	Asst. to the Supt. for District Administration	Superintendent	
Policy	Principal or Assistant Principal	Asst. to the Supt. for District Administration	Superintendent		
Safety & Security	Principal or Assistant Principal	Supervisor of Safety, Security, and Custodians	Asst. to the Supt. for District Administration	Superintendent	
Social and/or Emotional Matters	Counselor	Principal or Assistant Principal	Supervisor of Counseling and Holistic Supports	Director of Student Services	Superintendent
Special Education	Teacher/Case Manager	Principal or Assistant Principal	Special Education Supervisor	Director of Student Services & Special Education	Superintendent
Technology	Teacher	Principal or Assistant Principal	Director of Information Systems	Asst. Superintendent or Asst. to the Supt. for District Administration	Superintendent
Transportation	Use Transportation Information Request Form	Supervisor of Transportation	Director of Operations	Superintendent	

Please Note – If a student has an IEP, the Office of Student Services is always an appropriate contact for questions or concerns.

Additional Resources – Please see these additional, building-specific links for more information.

Middle Schools

- [Bala Cynwyd Middle School](#)
- [Black Rock Middle School](#)
- [Welsh Valley Middle School](#)

High Schools

- [Harriton High School](#)
- [Lower Merion High School](#)

