WHEN IN DOUBT ... WHO TO CONTACT

A GUIDE FOR STAFF, PARENTS AND COMMUNITY MEMBERS

NY MILLS UNION FREE SCHOOL

QUESTIONS/COMMENTS	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
MEDICAL CONCERNS	Building Nurse 768-3391	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129	Director of Athletics (if related to an athletic event only) 768-8124	Superintendent Mrs. Michele D. LaGase 768-8127	
SCHOOL DIFFICULTY	Classroom Teacher/ School Counselor	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129	Superintendent Mrs. Michele D. LaGase 768-8127		
TRANSPORTATION **(pickup route questions)**	Director of Transportation 768-7948	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129	Superintendent Mrs. Michele D. LaGase 768-8127		
TRANSPORTATION **(e.g. student behavior on bus)**	Bus Driver	Director of Transportation 768-7948	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129	Business Official Lisa Stamboly 768-8127	Superintendent Mrs. Michele D. LaGase 768-8127
BUDGET CONCERNS	Business Official Lisa Stamboly 768-8127	Superintendent Mrs. Michele D. LaGase 768-8127			
SPECIAL EDUCATION	Special Education Teacher	Director of Student Services/Special Education 768-8124	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129	Superintendent Mrs. Michele D. LaGase 768-8127	
CURRICULUM **(course) MATERIAL**	Classroom Teacher	School Counselor	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129	Superintendent Mrs. Michele D. LaGase 768-8127	
ATHLETIC COMMUNICATIONS	Team Coach	Director of Athletics 768-8124	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129	Superintendent Mrs. Michele D. LaGase 768-8127	
TECHNOLOGY CONCERNS	Classroom Teacher	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129	Technology Administrator 768-8124	Superintendent Mrs. Michele D. LaGase 768-8127	
BUILDING USE REQUEST	District Office 768-8127				
CAFETERIA	Building Administrator Mary Facci 768-8124 Denise DiSpirito 768-8129				