Office of the Superintendent Dr. Kwame S. Morton, Sr.

Chain of Communication/How to Effectively Communicate with School Officials

SUPPORT DEPARTMENTS:

For each Department, start with the person listed first. If your matter isn't resolved, move to the person listed second, then the third, etc.

MATTERS INVOLVING FACILITIES OR BUILDINGS AND GROUNDS:

1.	Manager of Facilities	Jeff Schofield
	Manager of Grounds	Tim Kerper
	Assistant Systems Manager	Josh Robinson
2.	Assistant Director of Facilities	David Nuzzi
3.	Director of Operations and Facilities Management	Steve Nicolella
4.	Assistant Superintendent & Business Administrator	Lynn Shugars

MATTERS INVOLVING TRANSPORTATION:

1. Transportation Team Member Chris Carter, Antoinne McGee,

Mary Thomas

2. Director of Transportation Linda King

3. Assistant Superintendent & Business Administrator Lynn Shugars

<u>To resolve any outstanding matters only after you have followed the appropriate levels outlined above:</u>

Superintendent of Schools Dr. Kwame Morton