

**Cherry Hill Public School District
Office of the Superintendent
Dr. Kwame S. Morton, Sr.**

Chain of Communication/How to Effectively Communicate with School Officials

Parents are often discouraged or frustrated when they attempt to communicate with central office administrators and are sent back to building-based officials in order to resolve a problem their child may be experiencing in school. To prevent that frustration, parents can become informed about the “**Chain of Communication**,” or where to begin the communication sequences regarding their child’s problem (*Parents of children with special needs should refer to the Special Education section below*).

1. Classroom Teacher		
2. Principal		
SCHOOL	PRINCIPAL	PHONE NUMBER
Henry C. Beck Middle School	Ms. Rebecca Metzger remetzger@chclc.org	856-424-4505
John A. Carusi Middle School	Mrs. Christina Collazo-Franco ccollazofranco@chclc.org	856-667-1220
Rosa International Middle School	Dr. John Cafagna jcafagna@chclc.org	856-616-8787
3. Director of Secondary Education		
Director of Secondary Education	Dr. Neil Burti nburti@chclc.org	856-429-5600 x4301

B. On matters involving Special Education first contact:

1. Classroom Teacher		
2. Case Manager		
3. Principal (Building Level)		
4. Supervisor of Special Education		
Mr. Marc Wiseley	mwiseley@chclc.org	856-429-5600 x4417
5. Director of Special Education		
Ms. Caitlin Mallory	cmallory@chclc.org	856-429-5600 x4431

C. To resolve all matters only after you have followed the levels outlined above:

Superintendent of Schools	Dr. Kwame Morton	kmorton@chclc.org	856-429-5600 x4309
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