

# Process for Concerns

## HOW TO EFFECTIVELY COMMUNICATE WITH FACILITIES/GROUNDS/BUILDINGS



WBSD understands that parents/families often have questions or concerns that need to be addressed. To prevent that frustration and obtain the most effective outcome, please follow the Chain of Communication sequence below, or visit [WBSD.org/parents/safeline-numbers](http://WBSD.org/parents/safeline-numbers)

Each situation should first be addressed at the level the initial action was taken, with appeals moving on to the next level in the Chain of Communication. The most effective method of communication is via email and telephone is the next preferable way.



Questions/Concerns



Principal

Clarification or Additional Questions/Concerns



Director of Maintenance and Operations



Ted Stinson  
theodore.stinson@wbsd.org

Email addresses can be found online at [WBSD.org/Directory](http://WBSD.org/Directory) or by using the convention [firstname.lastname@wbsd.org](mailto:firstname.lastname@wbsd.org)

If your questions/concerns have not been satisfied after contacting the principal, please contact the Director of Maintenance and Operations. For general information, please call School/Community Relations at the Administration Building at 248.865.6454

### School/Buildings

West Bloomfield Preschool Academy	248.865.6466
Doherty Elementary School	248.865.6020
Gretchko Elementary School	248.865.6571
Scotch Elementary School	248.865.3280
Sheiko Elementary School	248.865.6370
West Bloomfield Middle School	248.865.4480
West Bloomfield High School	248.865.6720
Oakland Early College	248.522.3541
Laker Opportunity Center	248.522.3542

### Departments

Athletics	Nutrition Services
Community Education	Special Education
Facilities/Grounds/Buildings	Student Discipline
Learning Services	Transportation

**STEP-BY-STEP  
Resolution  
Walkthrough**



[WBSD.org/parents/safeline-numbers](http://WBSD.org/parents/safeline-numbers)