

# Process for Concerns

## HOW TO EFFECTIVELY COMMUNICATE WITH LEARNING SERVICES



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. Teachers and classrooms cannot be contacted directly during school hours by telephone.



Questions/Concerns Regarding your Child or Classroom Instruction



Classroom Teacher

Clarification or Additional Questions/Concerns of School Matters



Building Principal



Assistant Superintendent of Learning Services  
Scott Long  
[scott.long@wbsd.org](mailto:scott.long@wbsd.org)

### School/Buildings

Administrative & Community Services 248.865.6470  
Director Student Support Services  
Dr. Jessica Cohen  
[jessica.cohen@wbsd.org](mailto:jessica.cohen@wbsd.org)



West Bloomfield Preschool Academy 248.865.6466  
Early Childhood & School Aged  
Childcare Coordinator  
Sarah McDowell  
[sarah.mcdowell@wbsd.org](mailto:sarah.mcdowell@wbsd.org)



Doherty Elementary School 248.865.6020  
Principal Daniel Spitzley  
[daniel.spitzley@wbsd.org](mailto:daniel.spitzley@wbsd.org)



Gretchko Elementary School 248.865.6571  
Principal Jennifer Teal  
[jennifer.teal@wbsd.org](mailto:jennifer.teal@wbsd.org)



Scotch Elementary School 248.865.3280  
Principal James Scrivo  
[james.scrivo@wbsd.org](mailto:james.scrivo@wbsd.org)



Sheiko Elementary School 248.865.6370  
Principal Blaine McDowell  
[blaine.mcdowell@wbsd.org](mailto:blaine.mcdowell@wbsd.org)



West Bloomfield Middle School 248.865.4480  
Principal David Gardner  
[david.gardner@wbsd.org](mailto:david.gardner@wbsd.org)



West Bloomfield High School 248.865.6720  
Principal Eric Pace  
[eric.pace@wbsd.org](mailto:eric.pace@wbsd.org)



Oakland Early College 248.522.3541  
Morrison Borders  
[morrison.borders@wbsd.org](mailto:morrison.borders@wbsd.org)



Laker Opportunity Center 248.522.3542  
Morrison Borders  
[morrison.borders@wbsd.org](mailto:morrison.borders@wbsd.org)



If your questions/concerns have not been satisfied after contacting the teacher and building principal, please contact the representative of the appropriate department for additional information. For general information, please call School/Community Relations at the Administration Building at 248.865.6454

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

