

# Point of Contact Progression Chart



Maplewood Richmond Heights  
School District

PLEASE REACH OUT TO US

314-644-4400

| TOPIC                                            | 1ST CONTACT                | 2ND CONTACT                      | 3RD CONTACT                    | 4TH CONTACT    | 5TH CONTACT                                             |
|--------------------------------------------------|----------------------------|----------------------------------|--------------------------------|----------------|---------------------------------------------------------|
| <b>Classroom/Instruction</b>                     | Teacher                    | Principal                        | Asst. Supt. CIA                | Superintendent | School Board                                            |
| <b>Academics</b>                                 | Teacher                    | Counselor                        | Principal                      | Superintendent | School Board                                            |
| <b>Curriculum</b>                                | Teacher                    | Principal                        | Asst. Supt. CIA                | Superintendent | School Board                                            |
| <b>Behavior/Discipline</b>                       | Teacher                    | Counselor                        | Principal                      | Superintendent | School Board                                            |
| <b>Special Education</b>                         | Teacher                    | Case Manager                     | SPED Coordinator/<br>Principal | Superintendent | School Board                                            |
| <b>Athletics</b>                                 | Coach                      | Athletics/Activities<br>Director | Principal                      | Superintendent | School Board                                            |
| <b>Extracurricular</b>                           | Sponsor                    | Athletics/Activities<br>Director | Principal                      | Superintendent | School Board                                            |
| <b>Technology</b>                                | <u>IncidentIQ</u>          | Teacher                          | Bldg. Tech.<br>Specialist      | Technology     | Superintendent                                          |
| <b>Transportation</b>                            | Building<br>Secretary      | Transportation<br>Director       | Operations Director            | Superintendent | School Board                                            |
| <b>Food Services</b>                             | Chartwells<br>Manager      | Principal                        | Operations Director            | Superintendent | School Board                                            |
| <b>Facilities</b>                                | Principal                  | Operations Director              | Superintendent                 | School Board   |                                                         |
| <b>District<br/>Protocols/Policies</b>           | Superintendent             | School Board                     |                                |                |                                                         |
| <b>Student Mental<br/>Health</b>                 | Counselor/Social<br>Worker | Principal                        | Student Services<br>Director   | Superintendent | 988 Suicide Hotline<br>Courage2Report<br>1-866-748-7047 |
| <b>Safety Concerns<br/>(Immediate, Call 911)</b> | Principal                  | Operations Director              | Superintendent                 | School Board   | 988 Suicide Hotline<br>Courage2Report<br>1-866-748-7047 |

**MRH Early Childhood Center**  
(314) 644-4405

**MRH Elementary School**  
(314) 644-4403

**MRH Middle School**  
(314) 644-4406

**MRH High School**  
(314) 644-4401