Communicating with School Leaders

As situations arise when students and parents may have questions or concerns with the educational process, it is important that open communication exists. Many questions can be easily answered by the educator directly involved in the class or program before it becomes necessary to move on to the next level. One of the easiest ways to communicate is via email, or a phone call. As a way to help parents effectively ask questions or communicate a concern, a "chain of command" process has been developed. Holly Area Schools leadership will follow the communication process below, and ask families to use this process as a reference when beginning their communications. You may also print a copy of this process and the contact information from our webpage 'Chain of Command'.

For a complete staff directory, visit <u>https://www.hask12.org/district/staff-directory/</u>. We look forward to continuing to develop positive partnerships with all Holly Area Schools parents.

Instruction and Curriculum

- STEP 1: Classroom Teacher
- STEP 2: Counselor
- STEP 3: Building Principal (see list provided)
- STEP 4: Executive Director of Educational Services Michelle Szczechowicz 248-328-3147

Discipline

- STEP 1: Classroom Teacher
- STEP 2: Building Principal (see list provided)
- STEP 3: Executive Director of Educational Services Michelle Szczechowicz 248-328-3147

Special Education

- STEP 1: Classroom Teacher/Sp. Ed. Teacher
- STEP 2: Building Principal (see list provided)
- STEP 3: Director of Student Services Jennifer Lauria 248-328-3170

Building and Grounds

- STEP 1: School Office
- STEP 2: Building Principal (see list provided)
- STEP 3: Director of Operations Jeremy Mason 248-328-3163
- STEP 4: Assistant Superintendent of Administrative Services Steve Lenar 248-328-3147

Athletic Questions or Concerns

- STEP 1: Coach
- STEP 2: Athletic Director Casey Lombard 248-328-3243
- STEP 3: Building Principal (see next page)

Early Childhood

- STEP 1: Classroom Teacher
- STEP 2: Early Childhood Principal Preschool, GSRP, Head Start, Latchkey Candice Davies 248.328.3022
- STEP 3: Executive Director of Educational Services Michelle Szczechowicz 248-328-3147

Transportation

- STEP 1: Transportation Assistant Supervisor Victoria Mingo-Williams 248-328-3093
- STEP 2: Transportation Supervisor Frank Richmond 248-328-3095
- STEP 3: Director of Operations Jeremy Mason 248-328-3163
- STEP 4: Assistant Superintendent of Administrative Services Steve Lenar 248-328-3147

Building Principals

Davisburg Elementary Denise Kott 248-328-3501

Holly Elementary Aimee Schwartz 248-328-3601

Patterson Elementary Jacob Haynes 248-328-3701

Rose Pioneer Elementary Michael Beattie 248-328-3801

Broncho Virtual School Stephanie Elder 248-328-3333

Food and Nutrition Services

- STEP 1: School Main Office
- STEP 2: Building Principal (see list provided)
- STEP 3: Food Service Director Thomas Baranoucky 248-328-3033
- STEP 4: Director of Operations Jeremy Mason 248-328-3163
- STEP 5: Assistant Superintendent of Administrative Services Steve Lenar 248-328-3147
- Holly Middle School

Monica Turner 248-328-3401

Haley Street, Assistant Principal 248-328-3401

Holly High School

Eric Curl 248-328-3201

Codie Lakin, Assistant Principal 248-328-3201

Melissa Wachowski, Assistant Principal 248-328-3201

Unresolved Questions or Concerns

If questions or concerns have not been resolved after discussing them with teachers, principals or other school leaders, you may contact the superintendent. For high-level concerns, issues may be advanced to the Board of Education after they have advanced through each level of the chain of command.

SuperintendentScott Roper, 248-328-3147Board of Educationhttps://www.hask12.org/district/board-of-education