



West Seneca CSD

website: www.wscschools.org
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CHAIN OF COMMUNICATION

Whom Do I Contact?

The West Seneca Central School District's communication protocol helps to promote direct, open and respectful interactions so that problems and concerns can be worked out quickly and efficiently. The district encourages any and all questions from parents and residents regarding school matters.

Athletics

Step 1: Coach; if not resolved...
Step 2: Director of Athletics, Physical Education and Health; if not resolved...
Step 3: Assistant Superintendent for Educational Operations

Budget

Step 1: School Business Official

Student Matters

(Classroom procedure, behavior, ENL, special education, grades, schedule, etc.)

OR

Curriculum and Instruction

(Subject matter being taught, teaching strategies, textbooks, materials used, ENL and special education.)

For Grades Pre-K-12:

Step 1: Classroom Teacher; if not resolved...
Step 2: Principal; if not resolved...
Step 3: Assistant Superintendent for Educational Operations

Co-Curricular Programs

Step 1: Activity Adviser; if not resolved...
Step 2: Principal; if not resolved...
Step 3: Assistant Superintendent for Educational Operations

School Counseling / Guidance

Step 1: School Counselor; if not resolved...
Step 2: Principal; if not resolved...
Step 3: Director of Pupil Personnel Services; if not resolved...
Step 4: Assistant Superintendent of Exceptional Education

Medical Concerns, Pre-K-12

Step 1: School Nurse, if not resolved...
Step 2: Principal; if not resolved...
Step 3: Director of Pupil Personnel Services; if not resolved...
Step 4: Assistant Superintendent of Exceptional Education

Registration and Residency

Step 1: Principal; if not resolved...
Step 2: Director of Pupil Personnel Services; if not resolved...
Step 3: Assistant Superintendent of Exceptional Education

Transportation

(Pickup, route problems, etc.)
Step 1: Transportation Department; if not resolved...
Step 2: Assistant Superintendent for Administrative Operations

Transportation Concerns - Other

(Behavior on school buses, etc.)
For Grades Pre-K-12:
Step 1: Principal
Step 2: Assistant Superintendent for Educational Operations

If the chain of command has been exhausted, please contact the Superintendent of Schools.

If your issue has not been resolved after following all of the appropriate steps in the communication protocol, you may contact the Board of Education by sending a letter or attending a scheduled Board meeting.