

SHIPPENSBURG AREA SCHOOL DISTRICT

QUESTIONS OR CONCERNS: Chain of Communications

Please refer to the following FAQ list to determine the chain of communications in any of the following areas. Our goal is to provide a seamless flow of information for all stakeholders.

If you have a question about.....

Homework – Kindergarten – Grade 5

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Superintendent	Board

Homework – Grades 6 - 12

1st Level	2nd Level	3rd Level	4th Level	5th Level
Teacher	Guidance	Principal/Asst.	Superintendent	Board

Bus Stops

1st Level	2nd Level	3rd Level	4th Level	5th Level
Driver	Transportation	Asst. Superintendent	Superintendent	Board

Classroom Incident - Kindergarten - Grade 5

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal/Asst.	Superintendent	Board

Athletics

1st Level	2nd Level	3rd Level	4th Level	5th Level
Coach	Athletic Director	HS Principal/Asst.	Superintendent	Board

Student Discipline - Kindergarten - Grade 5

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal/Asst.	Superintendent	Board

Student Discipline - Grades 6 - 12

1st Level	2nd Level	3rd Level	4th Level
Teacher	HS Principal/Asst.	Superintendent	Board

Student Discipline - Bus/Van

1st Level	2nd Level	3rd Level	4th Level	5th Level
Driver	HS Principal/Asst.	Asst. Superintendent	Superintendent	Board

Student Scheduling

1st Level	2nd Level
Guidance	Principal

Curriculum

1st Level	2nd Level	3rd Level	4th Level	5th Level
Teacher	Principal	Asst. Superintendent	Superintendent	Board

SHIPPENSBURG AREA SCHOOL DISTRICT

QUESTIONS OR CONCERNS: Chain of Communications

Please refer to the following FAQ list to determine the chain of communications in any of the following areas. Our goal is to provide a seamless flow of information for all stakeholders.

If you have a question about.....

School Budget/Taxes

1st Level	2nd Level	3rd Level
Business Manager	Superintendent	Board

Building Use

1st Level	2nd Level	3rd Level
Business Manager	Superintendent	Board

Co-Curricular Activities

1st Level	2nd Level	3rd Level
Advisor	Principal	Superintendent

Medical

1st Level	2nd Level	3rd Level
School Nurse	Principal	Superintendent

Student Technology

1st Level	2nd Level	3rd Level	4th Level	5th Level
Teacher	Site Technician	Director of Technology or Principal (depending on the issue)	Principal	Superintendent

Special Education

1st Level	2nd Level	3rd Level	4th Level
Teacher	Director of Special Education and/or Principal/Asst. Principal (depending on the issue)	Asst. Superintendent	Superintendent

Breakfast/Lunch

1st Level	2nd Level	3rd Level	4th Level
Director of Food Services	Principal/Asst. Principal	Business Manager	Superintendent

Board Policy

1st Level	2nd Level
Superintendent	Board