



Allendale Public Schools recognizes the value and importance of open and frequent communication. Many parent, staff and community questions or concerns can be quickly addressed by communication directly with the educator in charge of the class or program. Please use this toolkit for timely and helpful assistance. While response time is typically sooner, please allow 24 hours for a response. All contact information is available on our website.

I have a question or concern. It involves:



Instruction/
Curriculum

Order of Contact:

1. Classroom Teacher
2. Principal
3. Curriculum Director
4. Superintendent
5. Board of Education



Special
Education

Order of Contact:

1. Special Education Teacher
2. Principal
3. Special Education Director
4. Superintendent
5. Board of Education



Athletics

Order of Contact:

1. Coach
2. Athletic Director
3. Principal
4. Superintendent
5. Board of Education



Safety

Order of Contact:

1. In case of emergency, call 911
2. Principal
3. Superintendent
4. Board of Education



Student Discipline

Order of Contact:

1. Classroom Teacher
2. Principal
3. Superintendent
4. Board of Education



Facilities/Grounds

Order of Contact:

1. Principal
2. Director of Facilities
3. Superintendent
4. Board of Education



Transportation

Order of Contact:

1. Bus Driver
2. Director of Transportation
3. Superintendent
4. Board of Education



Food/
Nutrition Services

Order of Contact:

1. Principal
2. Director of Food Services
3. Superintendent
4. Board of Education



Technology

Order of Contact:

1. Principal
2. Director of Technology
3. Superintendent
4. Board of Education



Allendale Public
Schools

**COMMUNICATION
TOOLKIT**