

Beacon City School District Communication Protocol 2024-25

Communication between our school staff and families is vital for the success of our students.

Below you will find a Parent and Community Communication Process Flow Chart organized by chain of command that will help guide the public communication. The first step should be to contact the person in charge at whatever level the initial action was taken with appeals moving on to the next level on the chain of command. You will also see contact information for every administrator in the district. Contact information for Board of Education members can be found here:

<https://www.beaconk12.org/domain/42>

If you have an issue directly related to your child's safety or an emergency situation, please call the school directly and the office staff will connect you with an administrator to help.

We will update the information periodically throughout this year to clarify information. Please let me know if you have any questions or concerns, I am always happy to help.

Sincerely,

Matt Landahl

Superintendent

PARENT AND COMMUNITY COMMUNICATION PROCESS FLOW CHART- Beacon City School District

Area of Concern	First Level	Second Level	Third Level	Fourth Level	Fifth Level	Sixth Level	Seventh Level
Athletic Programs	Coach	Athletic Director or Principal	Supt.	BOE			
Athletic Facilities	Principal	Athletic Dir or Dir. of Facilities	Deputy Supt.	Supt.	BOE		
Athletic Injuries	Coach	Athletic Trainer	School Nurse	Athletic Director	Deputy Supt.	Supt.	BOE
Business Office - Payroll - Benefits - Donations	Business Clerical	Deputy Supt.	Supt.	BOE			
Curriculum/ Instruction/ Assessment	Teacher	Principal	Asst. Supt of Curric. & Student Supt.	Supt.	BOE		
Dignity for All Students Act	Principal	Asst. Supt. of Curric. & Student Supt.	Supt.	BOE			
Discipline	Teacher	Assist. Principal (HS - MS Only)	Principal	Assist. Supt. of Curric. & Student Supt.	Supt.	BOE	
Facilities	Principal (if building level)	Facilities Director	Deputy Supt.	Supt.	BOE		
Guidance	Counselor	Principal	Assistant Superintendent PPS	Supt.	BOE		

Area of Concern	First Level	Second Level	Third Level	Fourth Level	Fifth Level	Sixth Level	Seventh Level
Special Education (CSE) (CPSE)	Teacher	School Psychologist	Principal	Assistant Director of PPS	Asst. Supt. of PPS	Supt.	BOE
Student Concern	Teacher Guidance	Assist. Principal (HS-MS Only)	Principal	Asst. Supt. Curric. & Student Supt.	Supt.	BOE	
Computer/ Hardware/ Software Problems	Open a Tech Help Desk Ticket Tech Help Ticket						
Transportation	Building Principal	Dir. of Transport.	Deputy Supt.	Supt.	BOE		
Taxes	Tax Collector	Deputy Supt.	Supt.	BOE			
Food Service	Principal	Dir. of Food Services	Deputy Supt.	Supt.	BOE		
Human Resources - Certified Employees	Personnel Asst.	Director of HR and Student Services	Supt.	BOE			
Human Resources -Civil Service	Business Clerical	Deputy Supt.	Supt.	BOE			

BCSD Central Office

Dr. Matthew Landahl Superintendent 845-838-6900 x2010 landahl.m@beaconk12.org	Ann Marie Quartironi Deputy Superintendent 845-838-6900 x2032 quartironi.a@beaconk12.org
Brian Archer Dir. of HR & Student Services 845-838-6900 x2024 archer.b@beaconk12.org	Dr. Sagrario Rudecindo-O'Neill Assistant Superintendent of Curriculum & Student Support 845-838-6900 x2033 rudecindo-oneill.s@beaconk12.org
Dr. Heather Chadwell Dennis Assistant Superintendent of Pupil Personnel Services 845-838-6900 x2015 chadwelldennis.h@beaconk12.org	John Giametta Director of PE and Athletics 845-838-6900 x3218 giametta.j@beaconk12.org
Ms. Christina Bartley Assistant Director of Pupil Personnel Services 845-838-6900 x2079 bartley.c@beaconk12.org	Amanda Sterbenz Assistant Director of Pupil Personnel Services (Interim) 845-838-6900 x2077 sterbenz.a@beaconk12.org
Jesse Morrill Director of Facilities 845-838-6900 x2014 morrill.j@beaconk12.org	Mike Adamcek Assistant Director of Technology 845-838-6900 x3395 adamcek.a@beaconk12.org
Deb Caul Director of Transportation 845-838-6900 x2701 caul.d@beaconk12.org	Karen Pagano Director of Food Services 845-838-6900 x2012 pagano.k@beaconk12.org

BCSD Elementary Schools

Glenham Elementary School Principal: Cassandra Orser 845-838-6900 x5001 orser.c@beaconk12.org	Sargent Elementary School Principal: Cathryn Biordi 845-838-6900 x4501 biordi.c@beaconk12.org
J. V. Forrestal Elementary School Principal: Crystal Sessoms 845-838-6900 x5601 sessoms.c@beaconk12.org	South Avenue Elementary School Principal: Kelly Amendola 845-838-6900 x5301 amendola.k@beaconk12.org

BCSD Secondary Schools

Beacon High School	Rombout Middle School
Principal: Corey Dwyer 845-838-6900 x3003 dwyer.c@beaconk12.org	Principal: Brian Soltish 845-838-6900 x4131 soltish.b@beaconk12.org
Assistant Principal: Thomas O'Neil 845-838-6900 x3136 oneil.t@beaconk12.org	Assistant Principal: Michael Carofano 845-838-6900 x4105 carofano.m@beaconk12.org
Assistant Principal: Candyce Edwards Allen 845-838-6900 x3033 edwards-allen.c@beaconk12.org	Assistant Principal: Amanda Pucino 845-838-6900 x4144 pucino.a@beaconk12.org