

## COMMUNICATION PROTOCOL/WHO SHOULD I CONTACT

<b>Discipline Questions/Concerns:</b>	Classroom Teacher	Dept. Supervisor	Dean of Students	Principal	Diocese	
<b>Attendance Issues:</b>	Dean of Students					
<b>Classroom Grades/Assignments:</b>	Classroom Teacher	Dept. Supervisor	Guidance Counselor	AP Academic Affairs		
<b>Student Schedules:</b>	Guidance Counselor	Guidance Supervisor	AP Academic Affairs			
<b>Individual Educational Plan:</b>	Guidance Counselor	Special Services	Guidance Supervisor	AP Academic Affairs		
<b>Concerns with a Teacher</b>	Dept. Supervisor	AP Academic Affairs	Principal	Diocese		
<b>Transportation:</b>	Transportation Coordinator	Director of Student Activities				
<b>Athletics:</b>	Sport Level Coach	Head Coach	Athletic Director	Principal		
<b>Extra Curricular Activities:</b>	Activity Moderator	Director of Student Activities		Principal		
<b>Power School Updates:</b>	Classroom Teacher	Dept. Supervisor	AP Academic Affairs			
<b>Power School Technical:</b>	Sr. Bernadette Larson	Tech. Coordinator				
<b>Tablet:</b>						
<b>Technical Problem:</b>	Network Admin.	Tech. Coordinator				
<b>Implementation:</b>	Classroom Teacher	Dept. Supervisor	Tech. Coordinator	AP Academic Affairs		
<b>Tuition:</b>	Business Office	President				
<b>Tuition Assistance:</b>	Business Office	President				
<b>Fundraising:</b>	Advancement Office					
<b>Alumni Relations:</b>	Advancement Office	President				
<b>Admissions/Open Houses:</b>	Admissions Office	Principal				



**Saint John Vianney High School**  
**732-739-0800**