When in Doubt - Who to Contact

If you have questions pertaining to the school district or about your child’s work, please do not hesitate to call. We encourage any and all questions from parents and residents concerning the school program, transportation, budget, etc. In an attempt to respond to your questions and suggestions, it is important to contact the individual person who is responsible for the various areas of the school operation. He or she has the most detailed information about his/her area of responsibility.

**Medical Concerns**
Step 1-Building Nurse
Step 2-Building Principal
Step 3-Bart Tooley, Assistant Superintendent
Step 4-Keith Levatino, Superintendent

**School Difficulty**
Step 1-Classroom Teacher
Step 2-Guidance Counselor, Social Worker
Step 3-Building Principal
Step 4-Bart Tooley, Assistant Superintendent
Step 5-Keith Levatino, Superintendent

**Transportation (pickup route problems/student concerns)**
Step 1-Building Principal
Step 2-Ashraf Allam, Director of Technology/Business Operations
Step 3-Keith Levatino, Superintendent

**School Safety Concerns**
Step 1-Building Principal
Step 2-Keith Levatino, Superintendent/District Wide Safety Coordinator

**Budget Concerns**
Step 1-Ashraf Allam, Director of Technology/Business Operations
Step 2-Keith Levatino, Superintendent

**Special Education**
Step 1-Special Education Teacher
Step 2-Building Principal
Step 3-Jennifer Smith, Director of Pupil Personnel
Step 4-Keith Levatino, Superintendent

**Curriculum Concerns**
Step 1-Classroom Teacher
Step 2-Guidance Counselor, Social Worker
Step 3-Bart Tooley (9-12)
   Maria Lindsay (K-8)
Step 4-Keith Levatino, Superintendent

**Athletic Communications/Concerns**
Step 1-Step 1-Coach
Step 2-Bart Tooley, Assistant Superintendent/Director of Athletics
Step 3-Keith Levatino, Superintendent

**Technology Concerns**
Step 1-Ashraf Allam, Director of Technology

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**District Office:**
*Superintendent/School Safety:*
Dr. Keith T. Levatino  
315.823.1470

*Assistant Superintendent/Athletic Director:*
Mr. Bart Tooley  
315.823.1167

*Director of Technology/Business Operations:*
Mr. Ashraf Allam  
315.823.1470

*Director Pupil Personnel:*
Mrs. Jennifer Smith  
315.823.3953

**BHA Contact Numbers:**
*BHA Main Office:*
315.823.1400

*BHA Nurses Office:*
315.823.2280

**Middle School Contact Numbers:**
*Main Office:*
315.823.4300

*Nurses Office:*
315.574.5853

*Guidance Office: Mrs. Amanda Salls*
315.823.4304

**High School Contact Numbers**
*Main Office:*
315.823.1167

*Nurses Office:*
315.574.5853

*Guidance Office: Mr. James Judd*
315.823.4304