



Skaneateles Central Schools

Protocol for Information, Questions and Suggestions

Please follow the steps below to find information, ask questions, and/or make suggestions regarding our schools:

Curriculum, Instruction & Assessment

- Step 1:** Classroom Teacher *If not resolved...*
- Step 2:** MS/HS Counselor *If not resolved...*
- Step 3:** Building Principal *If not resolved...*
- Step 4:** Curriculum Coordinator *If not resolved...*
- Step 5:** Superintendent

Attendance

- Step 1:** Building Secretary *If not resolved...*
- Step 2:** Building Principal *If not resolved...*
- Step 3:** Superintendent

Athletic/Sports Information

- Step 1:** Coach *If not resolved...*
- Step 2:** Director of Student Wellness, Activities, and Athletics *If not resolved...*
- Step 3:** Building Principal *If not resolved...*
- Step 4:** Superintendent

Breakfast/Lunch Program

- Step 1:** Food Service Director *If not resolved...*
- Step 2:** Business Manager *If not resolved...*
- Step 3:** Superintendent

Buildings and Grounds

- Step 1:** Building and Grounds Supervisor *If not resolved...*
- Step 2:** Director of Personnel & Operations *If not resolved...*
- Step 3:** Superintendent

Building Use Request (Scheduling Events in School Facilities)

- Step 1:** Building Principal *If not resolved...*
- Step 2:** Secretary to the Superintendent *If not resolved...*
- Step 3:** Custodial Supervisor *If not resolved...*
- Step 4:** School Business Manager *If not resolved...*
- Step 5:** Superintendent

District Communications / Publishing

- Step 1:** School Business Manager *If not resolved...*
- Step 2:** Superintendent

Medical Information

- Step 1:** School Nurse *If not resolved...*
- Step 2:** Building Principal *If not resolved...*
- Step 3:** Director of Student Wellness, Activities and Athletics *If not resolved...*
- Step 4:** Superintendent

School Safety / Code of Conduct / Classroom Behavior

- Step 1:** Classroom Teacher / School Counselor *If not resolved...*
- Step 2:** Building Principal *If not resolved...*
- Step 3:** Superintendent

High School Counseling, Career Services and Graduation

- Step 1:** School Counselor *If not resolved...*
Step 2: Assistant Principal *If not resolved...*
Step 3: Principal *If not resolved...*
Step 4: Superintendent

Intervention Counseling or 504's

- Step 1:** School Counselor *If not resolved...*
Step 2: Building Principal *If not resolved...*
Step 3: Coordinator of Student Services and Family Engagement *If not resolved...*
Step 4: Superintendent

Special Education Information / Special Needs

- Step 1:** Special Education Teacher *If not resolved...*
Step 2: Building Principal *If not resolved...*
Step 3: Director of Learning *If not resolved...*
Step 4: Superintendent

Technology

- Step 1:** Coordinator of Instructional Technology *If not resolved...*
Step 2: Building Principal *If not resolved...*
Step 3: School Business Manager *If not resolved...*
Step 4: Superintendent

Transportation Information (Pickup, Route Problems, Bus Behavior, etc.)

- Step 1:** Transportation Supervisor *If not resolved...*
Step 2: Building Principal *If not resolved...*
Step 3: School Business Manager *If not resolved...*
Step 4: Superintendent

Contact Information

For any department outside your school building please call the district office.

District Office

(315) 291-2221- Superintendent
(315) 291-2205 – Business Office
(315) 291-2236 – Athletic Office
(315) 291-2339 – Special Ed. Dept.

Skaneateles Middle School

(315) 291-2241 - Office
(315) 291-2284 – Attendance
(315) 291-2244 - Counseling
(315) 291-2245 - Nurse

Skaneateles High School

(315) 291-2231 - Office
(315) 291-2231 - Attendance
(315) 291-2237- Counseling & Career Services
(315) 291-2235 - Nurse

Transportation

(315) 291-2270 or (315) 685-7953

State Street Intermediate School

(315) 291-2261 - Office
(315) 291-2265 - Nurse

Waterman Primary School

(315) 291-2351 - Office
(315) 291-2355 - Nurse

Food Services

(315) 291-2248

Curriculum Coordinators

(315)-291-2281 - STEM
(315)-291-2252 - Humanities