Northport-East Northport Union Free School District

When in Doubt . . . Please Check It Out

The district has established procedures to respond effectively to questions and suggestions from parents and residents. The procedures start with the person closest to the situation, as it is that person who will have the most information. Because situations sometimes require that additional staff become involved in the conversations, we have tried to categorize here the major areas of interest, with a list for each area of those responsible. If you have questions pertaining to the school district or your child’s progress, please do not hesitate to call. We encourage any and all questions from parents and residents concerning school matters.

Classroom Issues Involving an Individual Child
(classroom procedures, classroom behavior, grades, etc.)
For Grades K-5:
Step 1 – Classroom teacher; if not resolved …
Step 2 – Building Principal; if not resolved …
Step 3 – Dr. Dana Boshnack, Assistant Superintendent for Teaching and Learning; if not resolved …
Step 4 – Robert Banzer, Superintendent of Schools

For Grades 6-12:
Step 1 – Classroom teacher; if not resolved …
Step 2 – Guidance Counselor; if not resolved …
Step 3 – Subject area chairperson; if not resolved …
Step 4 – Building Principal; if not resolved …
Step 5 – Matthew Nelson, Assistant Superintendent for Student Services, Technology, and Assessment; if not resolved …
Step 6 – Robert Banzer, Superintendent of Schools

Curriculum Questions
(subject matter being taught, textbooks and materials used, etc.)
For Grades K-5:
Step 1 – Classroom teacher; if not resolved …
Step 2 – Building Principal; if not resolved …
Step 3 – Dr. Dana Boshnack, Assistant Superintendent for Teaching and Learning; if not resolved …
Step 4 – Robert Banzer, Superintendent of Schools

For Grades 6-12:
Step 1 – Classroom teacher; if not resolved …
Step 2 – Subject area chairperson; if not resolved …
Step 3 – Dr. Dana Boshnack, Assistant Superintendent for Teaching and Learning; if not resolved …
Step 4 – Robert Banzer, Superintendent of Schools

Health and Safety Concerns
Step 1 – Building Principal; if not resolved …
Step 2 – Robert J. Howard, Assistant Superintendent for Business; if not resolved …
Step 3 – Robert Banzer, Superintendent of Schools

Medical Concerns, K-12
Step 1 – School Nurse; if not resolved …
Step 2 – Building Principal; if not resolved …
Step 3 – Shannan Dantuono, Director of Student Support Services; if not resolved …
Step 4 – Robert Banzer, Superintendent of Schools

Transportation Concerns
(pickup, route problems, etc.)
Step 1 – Patricia McGrane, Transportation; if not resolved …
Step 2 – Robert J. Howard, Assistant Superintendent for Business; if not resolved …
Step 3 – Robert Banzer, Superintendent of Schools

Other Transportation Concerns
(behavior on school bus, etc.)
Step 1 – Bus Driver; if not resolved …
Step 2 – Building Principal; if not resolved …
Step 3 – Robert J. Howard, Assistant Superintendent for Business; if not resolved …
Step 4 – Robert Banzer, Superintendent of Schools

Special Education Concerns/Special Needs, Pre-K-12
Step 1 – Special Education Teacher/School Psychologist; if not resolved …
Step 2 – Building Principal; if not resolved …
Step 3 – Pre-K-6 concerns: Karrie Kruger; Pre-K-12 concerns: Allyson Gianno; Director of Special Education; if not resolved …
Step 4 – Matthew Nelson, Assistant Superintendent for Student Services, Technology, and Assessment; if not resolved …
Step 5 – Robert Banzer, Superintendent of Schools

Gifted and Talented Selection
Step 1 – Building Principal; if not resolved …
Step 2 – Dr. Dana Boshnack, Assistant Superintendent for Teaching and Learning; if not resolved …
Step 3 – Matthew Nelson, Assistant Superintendent for Student Services, Technology, and Assessment; if not resolved …
Step 4 – Robert Banzer, Superintendent of Schools

Other After School Activities
Step 1 – Activity Advisor; if not resolved …
Step 2 – Robert Banzer, Superintendent of Schools

Budget Concerns/Questions
Step 1 – Robert J. Howard, Assistant Superintendent for Business; if not resolved …
Step 2 – Robert Banzer, Superintendent of Schools

Building Usage
Step 1 – Building Principal for use of William J. Brosnan Building – Mary Mathers, Community Services Office; if not resolved …
Step 2 – John Lackner, Superintendent of Buildings and Grounds; if not resolved …
Step 3 – Robert J. Howard, Assistant Superintendent for Business; if not resolved …
Step 4 – Robert Banzer, Superintendent of Schools

If a matter remains unresolved after the above steps have been followed, an appeal can be sought at the level of the Board of Education. The primary responsibility of the Board is to set policy for the school district. The Superintendent and staff are legally empowered to administer the school district and to put into operation the policies and decisions of the Board of Education.