



Highland Park School District Chain of Communication

Effectively communicate with your school district's educational professionals to resolve questions, concerns, or problems

It's helpful to recognize the roles educators in the Highland Park School District play so parents and guardians can resolve problems effectively. Below are charts that show the sequence of communicating with each district professional when a question, concern, or problem arises.

The easiest way to communicate with school district employees is by email (please see the respective email addresses listed below). A phone call by using the district's main number- 732-572-2400- would be the next preferable way to communicate.

Discipline- Irving and Bartle Schools

Step	Who to Contact
Step 1 Teacher	Each school website has a staff directory that provides the email address and phone extension for the teacher
Step 2 Principal	Irving School Ms. Megan McNally (mcnally@hpschools.net) Bartle School (if clarity is needed about the reasons for the disciplinary action and/or counseling support is requested) Ms. Kim Crane (kcrane@hpschools.net) Bartle School Mr. Anthony Benjamin (abenjamin@hpschools.net)
Step 3 Superintendent	Dr. Scott Taylor (taylor@hpschools.net)

Discipline-Middle and High Schools

Step	Who to Contact
Step 1 Teacher	Each school website has a staff directory that provides the email address and phone extension for the teacher
Step 2 Assistant Principal	<p>Middle School Ms. Caitlin Brady (cbrady@hpschools.net)</p> <p>High School Ms. Keshia Golding-Cooper (kgolding-cooper@hpschools.net)</p>
Step 3 Principal	<p>Middle School Ms. Jennifer Osemwegie (josemwegie@hpschools.net)</p> <p>High School Mr. Michael Lassiter (mlassiter@hpschools.net)</p>
Step 4 Superintendent	Dr. Scott Taylor (taylor@hpschools.net)

Curriculum, Instruction, and Assessment

Step	Who to Contact
Step 1 Teacher	Each school website has a staff directory that provides the email address and phone extension for the teacher
Step 2 Curriculum Supervisor	<p>Science, technology, and mathematics- Dr. Kristina Nicosia (knicosia@hpschools.net)</p> <p>English language arts, social studies, world language, fine and performing arts, ESL Ms. Rebecca Fittipaldi (rfittipaldi@hpschools.net)</p> <p>Physical education, health, and gifted/talented- Dr. Scott Taylor (taylor@hpschools.net)</p>
Step 3 Principal	<p>Irving School Ms. Megan McNally (mcnally@hpschools.net)</p> <p>Bartle School Mr. Anthony Benjamin (abenjamin@hpschools.net)</p> <p>Middle School Ms. Jennifer Osemwegie (josemwegie@hpschools.net)</p>

	High School Mr. Michael Lassiter (mlassiter@hpschools.net)
Step 4 Superintendent	Scott Taylor (taylor@hpschools.net)

Extracurricular Activities- Irving and Bartle Schools

Step	Who to Contact
Step 1 Principal	Irving School Ms. Megan McNally (mcnally@hpschools.net) Bartle School Mr. Anthony Benjamin (abenjamin@hpschools.net)
Step 2 Superintendent	Dr. Scott Taylor (taylor@hpschools.net)

Extracurricular Activities- Middle and High Schools

Step	Who to Contact
Step 1 Assistant Principal	Middle School Ms. Caitlin Brady (cbrady@hpschools.net) High School Ms. Keshia Golding-Cooper (kgolding-cooper@hpschools.net)
Step 2 Principal	Middle School Ms. Jennifer Osemwegie (josemwegie@hpschools.net) High School Mr. Michael Lassiter (mlassiter@hpschools.net)
Step 3 Superintendent	Dr. Scott Taylor (taylor@hpschools.net)

School Athletics

Step	Who to Contact
Step 1 Athletic Coordinator	Mr. Craig Girvan (cgirvan@hpschools.net)
Step 2 Principal	Middle School Ms. Jennifer Osemwegie (josemwegie@hpschools.net)

	High School Mr. Michael Lassiter (mlassiter@hpschools.net)
Step 3 Superintendent	Dr. Scott Taylor (taylor@hpschools.net)

Special Education

Step	Who to Contact
Step 1 Irving and Bartle Schools Child Study Team	<p>Irving and Bartle Dr. Peter Braverman (pbraverman@hpschools.net) Ms. Ana Shannon (ashannon@hpschools.net) Ms. Sharlene Silva (ssilva@hpschools.net)</p> <p>Middle and High School Dr. Ashley Allshouse (aallshouse@hpschools.net) Dr. Peter Braverman (pbraverman@hpschools.net) Ms. Stephanie Makow (sbar@hpschools.net) Mr. Anwar Najjar (aal-najjar@hpschools.net)</p>
Step 2 Supervisor of Educational Services	Ms. Didi Deitcher (ddeitcher@hpschools.net)
Step 3 Director of Educational Services	Ms. Susie Budine (sbudine@hpschools.net)
Step 4 Superintendent	Dr. Scott Taylor (taylor@hpschools.net)

504 Plan

Step	Who to Contact
Step 1 Guidance Counselor	<p>Irving Ms. Lisa Stevens, Irving (lstevens@hpschools.net)</p> <p>Bartle School TBD</p> <p>Middle School Mr. Marc Lobianco, Middle (mlobianco@hpschools.net)</p> <p>High School Ms. Melissa Hayes (mhayes@hpschools.net) Ms. Lisa Sanfillipo (lsandillipo@hpschools.net)</p>

Step 2 Supervisor of Educational Services	Ms. Didi Deitcher (ddeitcher@hpschools.net)
Step 3 Director of Educational Services	Ms. Susie Budine (sbudine@hpschools.net)
Step 4 Superintendent	Dr. Scott Taylor (taylor@hpschools.net)

After-Care

Step	Who to Contact
Step 1 After-Care Site Manager	Irving Ms. Carla Draper (cdraper@hpschools.net) Bartle Ms. Jackie Friscia (jfriscia@hpschools.net)
Step 2 Principal	Irving School Ms. Megan McNally (mcnally@hpschools.net) Bartle School Mr. Anthony Benjamin (abenjamin@hpschools.net)
Step 4 Superintendent	Dr. Scott Taylor (taylor@hpschools.net)

Transportation

Step	Who to Contact
Step 1 Business Office Secretary	MaryEllen Squazzo (msquazzo@hpschools.net)