District Communication Guide
Frequently, parents and other community members request help in knowing the best way to communicate with the school. The communication guideline chart below will serve as a helpful resource. By contacting the following people in the prescribed order, questions will be answered.

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<th>For questions about:</th>
<th>1st Contact</th>
<th>2nd Contact</th>
<th>3rd Contact</th>
<th>4th Contact</th>
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<tr>
<td>Academics</td>
<td>Teacher</td>
<td>Guidance Counselor</td>
<td>Building Principal</td>
<td>Superintendent</td>
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<td>Athletics</td>
<td>Coach</td>
<td>Athletic Director</td>
<td>MS/HS Principal</td>
<td>Superintendent</td>
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<td>Behavior</td>
<td>Teacher</td>
<td>Building Principal</td>
<td>Superintendent</td>
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<td>Behavior-Bus</td>
<td>Bus Driver</td>
<td>Transportation Supervisor</td>
<td>Building Principal</td>
<td>Superintendent</td>
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<td>BOE Policies</td>
<td>District Clerk</td>
<td>Superintendent</td>
<td>Board of Education</td>
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<td>Budget</td>
<td>Business Manager</td>
<td>Superintendent</td>
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<td>Building Secretary</td>
<td>Building Principal</td>
<td>Superintendent</td>
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<td>Cafeteria</td>
<td>Building Cook Manager</td>
<td>Food Service Manager</td>
<td>Business Manager</td>
<td>Superintendent</td>
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<td>Classroom Procedures</td>
<td>Teacher</td>
<td>Building Principal</td>
<td>Superintendent</td>
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<td>Co-Curricular</td>
<td>Advisor</td>
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<td>Superintendent</td>
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<td>Superintendent of Buildings &amp; Grounds</td>
<td>Business Manager</td>
<td>Superintendent</td>
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<td>Building Nurse Office</td>
<td>Building Principal</td>
<td>Superintendent</td>
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<td>Guidance Office</td>
<td>Building Principal</td>
<td>Superintendent</td>
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<td>Special Education</td>
<td>Teacher</td>
<td>Building Principal</td>
<td>CPSE/CSE Chairperson</td>
<td>Superintendent</td>
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<td>Transportation</td>
<td>Transportation Supervisor</td>
<td>Business Manager</td>
<td>Superintendent</td>
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</tbody>
</table>

Contact Information

Main Switchboard  (607) 988-5001
District Office (607) 988-5038
Board of Education
Dr. David S. Richards, Superintendent
Sheila Nolan, Secretary

Business Office (607) 988-5020
Patti Loker, Business Manager
Amber Birdsell, District Treasurer

Unadilla Elementary (607) 369-6200
Mike Snider, Principal
Kaleigh Barber, Secretary
Rebecca Theophel, Guidance Counselor

Middle School (607) 988-5036
Kathryn James, Principal
Clara Carver, Secretary
Ashley Searing, Guidance Counselor

Senior High School (607) 988-5098
Julie Lambiase, Principal
Jamie-Lyn Amatuccio, Secretary
Sheanna Burgess, School Social Worker

Student Services (607) 988-5097
Lexi McHenry, Hannah Baskin, Counselors
Sherry Maruszewski, Secretary

Special Education (607) 988-5034
Rhonda Burnside, Director of Special Programs
Jessica Marino, Secretary

Food Service (607) 988-5035

Athletic Director (607) 988-5001
Matt Hafele, Athletic Director

Transportation (607) 988-1006
Brian Trask, Director of Transportation
Heather Ryder, Secretary

Buildings & Grounds (607) 988-5047
Brian Trask, Superintendent of B&G

District Data Coordinator (607) 988-5047
Kathryn James, DDC

Health Offices
Unadilla Nurse (607) 369-6708
MS/HS Nurse (607) 988-5032

Attendance Officer
Matt Hafele (607) 988-5001