



Who to contact when > A guide for parents & community members

This document was developed to help ensure that questions and concerns are addressed in the most efficient and effective manner possible. It outlines who you should contact for information in a particular area.

Questions/Concerns	Grades	1st level	2nd level	3rd level	4th level	5th level
Academics						
Curriculum						
Instructional materials	All	Teacher	District Director	Principal	Assistant Superintendent	Superintendent
Classroom concerns						
Discipline	All	Teacher	Principal/ Dean or Assistant Principal (6-12)	Director of Student & Staff Support Services	Superintendent	
	K-5	Teacher	Principal	Assistant Superintendent	Superintendent	
Scheduling	6-8	Teacher	Counselor	Principal	Assistant Superintendent	Superintendent
	9-12	Teacher	Counselor	Principal	Assistant Superintendent	Superintendent
Athletics	All	Coach	Athletic Director	Principal	Director of Student & Staff Support Services	Superintendent
Attendance	All	School Nurse	Attendance Aide/ Secretary	Principal	Superintendent	
Policy	All	Principal	Superintendent	Board of Education		
Building Use	K-12 Classrooms	Secretary	Principal	Director of Business	Superintendent	
	Athletic areas	Building Use Coordinator	Athletic Director	Director of Business	Superintendent	
Food Service	All	Food Service Manager	Principal	Director of Business	Superintendent	
Health/Medical Issues	All	School Nurse	Principal/Athletic Director	School Physician	Director Student & Staff Support Services	Superintendent
Special Education	All	Special Education Teacher/CSE Chair	Principal	Director of Special Education	Assistant Superintendent	Superintendent
Transportation	All	Bus Driver (If possible)	Director of Transportation	Principal	Director of Business & Finance	Superintendent

About this guide

We want to address your questions and concerns quickly and effectively.

In order to do so, please contact the staff member most directly involved first. If the question remains unresolved, please proceed to the next level. When someone contacts a Board of Education member or a district administrator before working through the process, they will be referred to the staff member most immediately involved with the issue. The Board of Education will become involved, if necessary, in the final stage of the process.

The Board's primary responsibility is to set policies for the school district. While individual Board members listen to concerns, the Board can only act as a governing body when it is convened in an official meeting. The superintendent and administrative staff are legally empowered to administer the school district and operationalize the policies and decisions of the Board.

Contact information on the back >

Contact Information

The district website, www.niskayunaschools.org contains contact information for staff members at each school.

District Administration

Superintendent

Cosimo Tangorra, Jr. 377-4666 x50706 ctangorra@niskyschools.org

Assistant Superintendent for Instruction

Lauren Gemmill 377-4666 x50703 lgemmill@niskyschools.org

Director of Business & Finance

Carrie Nyc-Chevrier 377-4666 x50712 cnyc-chevrier@niskyschools.org

Director of Student & Staff Support Services

Mark Treanor 377-4666 x50740 mtreanor@niskyschools.org

School Phone Numbers & Principals

Birchwood

Principal Debra Berndt 344-2910 dberndt@niskyschools.org

Craig

Principal Bill Anders 377-0156 wanders@niskyschools.org

Glenclyff

Principal Shelley Baldwin-Nye 399-2323 . sbaldwin-nye@niskyschools.org

Hillside

Principal Shireen Fasciglione 377-1856 . . sfasciglione@niskyschools.org

Rosendale

Principal Joseph DiCaprio 377-3123 jdicaprio@niskyschools.org

Van Antwerp

Principal Luke Rakoczy 370-1243 lrakoczy@niskyschools.org

Assistant Principal Jessica Sanderson jsanderson@niskyschools.org

Iroquois

Principal Vicki Wyld 377-2233 vwyld@niskyschools.org

Assistant Principal Jessica Sanderson jsanderson@niskyschools.org

Niskayuna High School 382-2511

Principal John Rickert x21701 jrickert@niskyschools.org

Assistant Principal Eva Jones x21704 ejones@niskyschools.org

Assistant Principal John Moskov x21709 jmoskov@niskyschools.org

District Directors, Operations & Services

Director of Art

Kelly Jones 382-2511 x21738 kjones@niskyschools.org

Director of Athletics, Health and Physical Education

Larry Gillooley 382-2511 x21760 lgillooley@niskyschools.org

Director of English and Library Media

Jean Winkler 377-4666 x50751 jwinkler@niskyschools.org

Director of Mathematics

Bill Wales 377-4666 x50752 wwales@niskyschools.org

Director of Music

Eric Hughes (Acting Director) . . 382-2511 x21711 ehughes@niskyschools.org

Director of Science and Technology

Jackie Carrese 377-4666 x50753 jcarrese@niskyschools.org

Director of Social Studies, World Language, and English as a New Language

Marie Digirolamo 377-4666 x50755 . . mdigirolamo@niskyschools.org

Director of Special Education

Lynne Rutnik 382-2525 lrutnik@niskyschools.org

Committee on Special Education Chairpersons

Karen Behrman, Preschool & K-5 . . 382-2525 x50735 . . kbehrman@niskyschools.org

Lisa Young, Grades 6-12 382-2525 x21735 lyoung@niskyschools.org

Food Service Director

Suzanne Wixom 377-4666x50730 swixom@niskyschools.org

Transportation Director

Bill Garrison 370-0160 bgarrison@niskyschools.org

Building Use Coordinator (for Athletic Areas)

Sarah Neely 382-2511 x21621 sneely@niskyschools.org

Operations & Maintenance

TBA 377-4666 x34701

District Mission:

Empower each individual to make responsible choices, meet challenges, achieve personal success, and contribute to a global society.