



## Who to contact and when > A guide for parents & the community

*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
<b>Academics</b>						
Curriculum Instructional materials > Classroom concerns	All >	Teacher >	Academic Subject Supervisor >	Principal >	Assistant Superintendent >	Superintendent
Discipline >	All >	Teacher >	Principal/ Hall or Assistant Principal (6-12) >	Assistant Superintendent >	Superintendent	
Scheduling >	K-5 >	Teacher >	Principal >	Assistant Superintendent >	Superintendent	
	6-8 >	Teacher >	Counselor >	Principal >	Assistant Superintendent >	Superintendent
	9-12 >	Teacher >	Counselor >	Principal >	Assistant Superintendent >	Superintendent
<b>Athletics</b> >	All >	Coach >	Athletics Director >	Principal >	Assistant Superintendent >	Superintendent
<b>Attendance</b> >	All >	Main Office or School Nurse >	Principal >	Superintendent		
<b>School Policy</b> >	All >	Principal >	Superintendent >	Board of Education		
<b>Building Use</b> >	K-12 Classrooms >	Main Office >	Principal >	Chief Business Officer >	Superintendent	
	Athletic areas >	Main Office >	Athletics Director >	Chief Business Officer >	Superintendent	
<b>Food Service</b> >	All >	Food Services Director >	Principal >	Chief Business Officer >	Superintendent	
<b>Health/Medical Issues</b> >	All >	School Nurse >	Principal/Athletics Director >	Director Special Ed & Student Services >	Superintendent	
<b>Special Education</b> >	All >	Special Education Teacher/CSE Chair >	Principal >	Director of Special Ed & Student Services >	Assistant Superintendent >	Superintendent
<b>Transportation</b> >	All >	Transportation Dispatcher >	Transportation Director >	Principal >	Chief Business Officer >	Superintendent
<b>Aspen/Parent Portal</b> >	All >	School >	Technology Office			
<b>Registration/Moving</b> >	All >	District Registrar >	School			

### Important Note

It is important to contact the staff member most directly involved first. If the question remains unresolved, you will be asked to 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 that particular issue. The Board of Education will become involved, if necessary, in the final stage of the process.

It is the primary responsibility of the Board of Education to set policies for the school district. While individual Board members listen to concerns, they can only act as an entire body when conducting official Board of Education meetings. The superintendent and administrative staff are legally empowered to administer the school district and operationalize the policies and decisions of the Board of Education.

Contact information  
on page 2 >



## Contact Information Please visit the district website, [www.bethlehemschools.org](http://www.bethlehemschools.org) for our searchable staff

### District Administration

#### Superintendent

Jody Monroe . . . . . 518-439-7098 . . . . . jmonroe@bcsd.neric.org

#### Assistant Superintendent for Educational Programs

David Hurst . . . . . 518-439-3102 . . . . . dhurst@bcsd.neric.org

#### Chief Business and Financial Officer

Judith Kehoe . . . . . 518-439-7481 . . . . . jkehoe@bcsd.neric.org

#### Director of Special Education & Student Services

Kathleen Johnston . . . . . 518-439-8886 . . . . . kjohnston@bcsd.neric.org

#### Director of Technology

Raymond Nardelli . . . . . 518-439-4921 . . . . . rnardelli@bcsd.neric.org

### School Phone Numbers & Principals

Eagle Elementary: 518-694-8825

Principal Dianna Reagan . . . . . dreagan@bcsd.neric.org

Elsmere Elementary: 518-439-4996

Principal Kate Kloss . . . . . kkloss@bcsd.neric.org

Glenmont Elementary: 518-463-1154

Principal Laura Heffernan . . . . . lheffernan@bcsd.neric.org

Hamagrael Elementary: 518-439-4905

Principal David Ksanznak . . . . . dksanznak@bcsd.neric.org

Slingerlands Elementary: 518-439-7681

Principal Heidi Bonacquist . . . . . hbonacquist@bcsd.neric.org

Bethlehem Central Middle School: 518-439-7460

Principal Michael Klugman . . . . . mklugman@bcsd.neric.org

Assistant Principal Mark Warford . . . . . mwarford@bcsd.neric.org

Hall Principal Jacqueline Munroe . . . . . jmunroe@bcsd.neric.org

Bethlehem Central High School: 518-439-4921

Principal David Doemel . . . . . ddoemel@bcsd.neric.org

Assistant Principal Heather Culnan . . . . . hculnan@bcsd.neric.org

Hall Principal Nicole Conway . . . . . nconway@bcsd.neric.org

Hall Principal James Smith . . . . . jsmith1@bcsd.neric.org

### District Services

Athletics Director: 518-439-4921 x22113

Leonard Kies . . . . . lkies@bcsd.neric.org

District Registrar: 518-439-2442

Melissa Haas . . . . . mhaas@bcsd.neric.org

Food Services Director: 518-439-8885

Allissa Eiser . . . . . aeiser@bcsd.neric.org

Operations & Maintenance Director: 518-439-2123

Gregg Nolte . . . . . gnolte@bcsd.neric.org

School Nurse Coordinator: 518-439-7460

JoAnn Menrath . . . . . jmenrath@bcsd.neric.org

Transportation Director: 518-439-3830

Cindy Jurewicz . . . . . cjurewicz@bcsd.neric.org

K-12 School Counselor Supervisor: 518-439-4921

Kristen Connor . . . . . kconnor@bcsd.neric.org

Response to Intervention (RTI) Administrator: 518-439-7517

Laurel Jones . . . . . ljones@bcsd.neric.org

### Academic Supervisors: 518-439-4921 x22048

#### Art Supervisor

Melanie Painter . . . . . mpainter@bcsd.neric.org

#### Career & Business Education, Social Studies Supervisor

Nick Petraccione . . . . . npetraccione@bcsd.neric.org

#### ELA (English Language Arts) Supervisor

Andrew Baker . . . . . abaker1@bcsd.neric.org

#### ENL (English as a New Language), World Languages Supervisor

Marisa Bel . . . . . mbel@bcsd.neric.org

#### FACS (Family & Consumer Sciences), Health & Physical Ed Supervisor

Fred Powers . . . . . fpowers@bcsd.neric.org

#### Mathematics Supervisor

William Clairmont . . . . . wclairmont@bcsd.neric.org

#### Music Supervisor

David Norman . . . . . dnorman@bcsd.neric.org

#### Science, Technology Supervisor

Jennifer Gonyea . . . . . jgonyea@bcsd.neric.org

### District Mission:

**Knowledge:** to improve learning and achievement for all students.

**Character:** to foster a positive and safe school culture and environment.

**Value:** to manage and improve the quality, cost-effectiveness, and efficiency of the District's current and future operations.