



Who to contact & when A guide for families & 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
Academics						
Curriculum Instructional Materials Classroom Concerns	ALL	TEACHER	ACADEMIC SUBJECT SUPERVISOR	PRINCIPAL	DEPUTY SUPERINTENDENT	SUPERINTENDENT
Discipline	ALL	TEACHER	PRINCIPAL OR ASSISTANT PRINCIPAL	DEPUTY SUPERINTENDENT	SUPERINTENDENT	
Scheduling	K-5	TEACHER	PRINCIPAL	DEPUTY SUPERINTENDENT	SUPERINTENDENT	
	6-8	TEACHER	COUNSELOR	PRINCIPAL	DEPUTY SUPERINTENDENT	SUPERINTENDENT
	9-12	TEACHER	COUNSELOR	PRINCIPAL	DEPUTY SUPERINTENDENT	SUPERINTENDENT
Athletics	ALL	COACH	ATHLETIC DIRECTOR	PRINCIPAL	SUPERINTENDENT	
Attendance	ALL	MAIN OFFICE/NURSE	PRINCIPAL	DEPUTY SUPERINTENDENT	SUPERINTENDENT	
School Policy	ALL	PRINCIPAL/DIRECTOR	DEPUTY SUPERINTENDENT	SUPERINTENDENT	BOARD OF EDUCATION	
Building Use	ALL AREAS	MASTER LIBRARY	SCHOOL MAIN OFFICE OR ATHLETICS OFFICE	BUILDING PRINCIPAL OR ATHLETIC DIRECTOR	CHIEF BUSINESS OFFICER	SUPERINTENDENT
Food Service	ALL	FOOD SERVICE DIRECTOR	PRINCIPAL	CHIEF BUSINESS OFFICER	SUPERINTENDENT	
Health/Medical Issues	ALL	SCHOOL NURSE	K-12 HEALTH SERVICES SUPERVISOR	PRINCIPAL	SUPERINTENDENT	
Special Education	ALL	SPECIAL EDUCATION TEACHER/CSE CHAIR	ASST. DIRECTOR OF SPECIAL EDUCATION	DIRECTOR OF SPECIAL EDUCATION	DEPUTY SUPERINTENDENT	SUPERINTENDENT
Transportation	ALL	TRANSPORTATION DISPATCHER	ASST. TRANSPORTATION DIRECTOR	TRANSPORTATION DIRECTOR	CHIEF BUSINESS OFFICER	SUPERINTENDENT
Aspen Parent Portal	ALL	SCHOOL MAIN OFFICE	TECHNOLOGY OFFICE			
Registration/Moving	ALL	DISTRICT REGISTRAR	SCHOOL MAIN OFFICE	DEPUTY SUPERINTENDENT	SUPERINTENDENT	
School Safety	ALL	PRINCIPAL	SCHOOL RESOURCE OFFICER	SUPERINTENDENT		

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

Please visit the district website, www.bethlehemschools.org for our searchable staff directory.

District Leadership

Superintendent of Schools

Jody Monroe | 518-439-7098
jmonroe@bethlehemschools.org

**Deputy Superintendent**

David Hurst, Ph. D. | 518-439-3102
dhurst@bethlehemschools.org

**Chief Business & Financial Officer**

John McPhillips | 518-439-7481
jmcphillips@bethlehemschools.org

**Chief Technology Officer**

Erin Sheevers | 518-439-4921
esheevers@bethlehemschools.org



School Principals

Eagle Elementary School

Principal David Doemel, Jr.
ddoemel@bethlehemschools.org
518-694-8825

**Elsmere Elementary School**

Principal Andrew Baker
abaker1@bethlehemschools.org
518-439-4996

**Glenmont Elementary School**

Principal Laura Heffernan
lheffernan@bethlehemschools.org
518-463-1154

**Hamagrael Elementary School**

Interim Principal Heather Culnan
hculnan@bethlehemschools.org
518-439-4905

**Slingerlands Elementary School**

Principal Kate Kloss
kkloss@bethlehemschools.org
518-439-7681



School Principals

Bethlehem Central Middle School

Principal Michael Klugman, Ed.D.
mklugman@bethlehemschools.org
518-439-7460

**Asst. Principal Jaqueline Munroe-Pettit**

jmunroe@bethlehemschools.org
518-439-7460

**Asst. Principal Nicole Conway**

nconway@bethlehemschools.org
518-439-7460

**Bethlehem Central High School**

Principal Matthew Urban
murban@bethlehemschools.org
518-439-4921

**Interim Asst. Principal Darnell Douglas**

ddouglas@bethlehemschools.org
518-439-4921

**Interim Asst. Principal Nick Petraccione**

npetraccione@bethlehemschools.org
518-439-4921

**Asst. Principal Kimberly Sparkman**

ksparkman@bethlehemschools.org
518-439-4921



District Services

Director of Athletics and Wellness

Drew Santandera | 518-439-4921x2113
asantandera@bethlehemschools.org

**Director of Facilities & Operations**

Nick Insognia | 518-439-2123
ninsognia@bethlehemschools.org

**Director of Food Services**

Claire Groudine | 518-439-8885
cgroudine@bethlehemschools.org



District Services (cont'd)

K-12 Health Services Supervisor

Jennifer Denis | 518-439-7460
jdenis@bethlehemschools.org

**Director of Human Resources**

Amy Baluch | 518-439-7481
abaluch@bethlehemschools.org

**Director of Transportation**

Ellen Dorato | 518-439-3830
edorato@bethlehemschools.org



Student Support Services

Interim Director of Special Education

Laura Rosa | 518-439-8886
lrosa@bethlehemschools.org

**Interim Asst. Director of Special Education**

Sarah Laster | 518-439-8886
slaster@bethlehemschools.org

**Interim Preschool CSE Chair**

Dianna Reagan | 518-439-8886
dreagan@bethlehemschools.org

**CSE Chair (Elementary)**

Laura Bronson | 518-439-8886
lbronson@bethlehemschools.org

**CSE Chair (Secondary - MS/HS)**

McKenzie Barrett | 518-439-8886
mbarrett@bethlehemschools.org

**Director of Counseling & Social Work**

Kristen Connor | 518-439-4921
kconnor@bethlehemschools.org

**Director of MTSS & UPK**

Jennifer Szpila | 518-439-8886
jszpila@bethlehemschools.org

**Coordinator of Inclusive Practices & School Climate**

Allan Gadsden, Jr. | 518-439-8886
agadsden@bethlehemschools.org



Academic Supervisors

Academic supervisors oversee instruction, by subject area, in all grades K-12.

Art

Melanie Painter | 518-439-4921x2048
mpainter@bethlehemschools.org

**Career & Business Education, Social Studies and FACS**

James Smith | 518-439-4921x2048
jsmith@bethlehemschools.org

**ELA (English Language Arts)**

Daniel Hash | 518-439-4921x2048
dhash@bethlehemschools.org

**Health, Physical Education and Athletics**

Kyle Roberts | 518-439-4921x2048
kroberts@bethlehemschools.org

**Mathematics and Computer Science**

William Clairmont | 518-439-4921x2048
wclairmont@bethlehemschools.org

**Music**

Christopher Jantson | 518-439-4921x2048
cjantson@bethlehemschools.org

**Science and Technology**

Jennifer Gonyea | 518-439-4921x2048
jgonyea@bethlehemschools.org

**World Languages & English as a New Language**

Kurt Hassenpflug | 518-439-4921x2048
khassenpflug@bethlehemschools.org



All faculty and staff in the Bethlehem Central School District can be reached by email. Most email addresses are the first initial of the first name and the full last name and the domain name bethlehemschools.org. Ex. Ann Rice is arice@bethlehemschools.org.