COMMUNICATION PROTOCOL

For Families

FLINT COMMUNITY SCHOOLS - ORDER OF COMMUNICATION

Area of Concern	1st Contact	2nd Contact	3rd Contact	4th Contact	5th Contact	6th Contact
Teacher Classroom	Classroom Teacher	Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board Of Education
Instruction/ Curriculum	Classroom Teacher	Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board Of Education
Scholar Discipline or Classroom/ School Behavior	Classroom Teacher	Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board Of Education
Facilities/ Grounds/ Buildings	1- Main Office 2- Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board Of Education	
Transportation	1- Main Office 2- Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board Of Education	
Food/Nutrition Services	1- Main Office 2 -Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board Of Education	
Athletics	Community School Director	Principal	Athletic Director	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	1- Superintendent 2- Board of Education

COMMUNICATION PROTOCOL

For Families

FLINT COMMUNITY SCHOOLS - ORDER OF COMMUNICATION

Area of Concern	1st Contact	2nd Contact	3rd Contact	4th Contact	5th Contact	6th contact
Health and Wellness	Classroom Teacher	Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board of Education
Afterschool Programs	Community School Director	Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board Of Education
Learning Support Services	Classroom Teacher	Principal	Director of Student Services and Centralized Enrollment	Director of LSS	Chief Innovation Officer	1- Superintendent 2- Board of Education

COMMUNICATION PROTOCOL

For Staff

FLINT COMMUNITY SCHOOLS - ORDER OF COMMUNICATION

Area of Concern	1st Contact	2nd Contact	3rd Contact	4th Contact	5th Contact	6th Contact
Staff Conflict	Person to Person	Principal/Immediate Supervisor	Chief Innovation Officer	Human Resources	Superintendent	Board Of Education
Instruction/ Curriculum	Chair/Principal Immediate Supervisor	Director Of Academics	Chief Innovation Officer	Superintendent	Board of Education	
LSS	Chair/Principal Immediate Supervisor	Director Of LSS	Chief Innovation Officer	Superintendent	Board Of Education	
Early Childhood	Principal Immediate Supervisor	Supervisor of Early Childhood	Director of Academics	Chief Innovation Officer	Superintendent	Board Of Education
Scholar Discipline or Classroom/School Behavior	Teacher	Principal	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board Of Education
Facilities/Grounds and Buildings	Principal Immediate Supervisor	Maintenance Manager	Superintendent	Board of Education		
Transportation	Main Office/Principal Immediate Supervisor	Director of Student Services and Centralized Enrollment	Chief Innovation Officer	Superintendent	Board of Education	
Financial	Main Office/Principal Immediate Supervisor	Executive Director of Finance	Superintendent	Board Of Education		
State and Federal Grants	SIC/Principal Immediate Supervisor	Chief Innovation Officer	Superintendent	Board of Education		
Athletics	Principal Immediate Supervisor	Athletic Director	Chief Innovation Officer	Superintendent	Board Of Education	
Technology	Minion/Help Desk	ED Tech Leader	Chief Innovation Officer	Superintendent	Board of Education	

Communication Process Guidelines

Who to Know Where to Go