



GANANDA CENTRAL SCHOOL DISTRICT COMMUNICATION ROAD MAP

Who do I call with a question, concern, or compliment? Gananda Central School District has developed this guide to address your questions and concerns quickly and effectively. The communication guide starts with the staff member closest to the situation, as that person usually has the most information. We recognize that at times additional personnel are required to resolve specific situations. We encourage any and all questions from parents

and residents regarding school matters. If your issue has not been resolved after following all of the communication steps put forth on this guide, please contact the District Clerk, Leslie Ferrante, in the Superintendent’s Office at 315-986-3521 ext. 4313.

	Step 1	Step 2	Step 3	Step 4
Student Progress (Online Access: Schoology)	Classroom/Subject Teacher	HS/MS Counselor	Building Principal	Superintendent
Schedules/Placement	HS/MS/ES Counseling Office	Building Principal	Superintendent	
Classroom Procedures	Teacher	Building Principal	Superintendent	
Curriculum	Classroom/Subject Teacher	Building Principal	Director of Curriculum & Instruction	Superintendent
Athletics	Coach	Athletic Director	Superintendent	
Student Behavior	Classroom/ Subject Teacher	Asst. Principal	Building Principal	Superintendent
School Safety & Educational Climate (DASA)	Classroom/Subject Teacher	Building Principal	Superintendent	
Budget/Financial	Building Principal	Business Administrator	Superintendent	
Extra-Curricular Activities	Club Advisor	Building Principal	Superintendent	
Health Issue	School Nurse	Building Principal	Superintendent	
District Policies	Building Principal	District Clerk	Superintendent	
Special Education	Special Ed Teacher	Building Principal	Director of Special Ed	Superintendent
Transportation	Bus Driver	Transportation Director	Business Administrator	Superintendent
Building Use	www.gananda.org under the District’s Forms, Files, Documents Tab – Facility Use Request Form	School Facility: Building Principal Athletic Facility: Athletic Director	Facilities Director	Superintendent
Building/Grounds	Building Principal	Facilities Director	Superintendent	
Safety & Security	Building Principal	Facilities Director	Superintendent	
Food Service	Building Principal	Director of Dining Services	Superintendent	

**If after following the chain of communication a resolution has not been reached, you may contact the Board of Education President at bbuchko@gananda.org.*



QUICK REFERENCE CONTACT GUIDE:

Superintendent: Dr. Shawn Van Scoy..... 315-986-3521 ext. 8-4313

Athletic Director – John Tichacek 315-986-3521 ext. 8-3224

Business Administrator – Natalie Melnik 315-986-3521 ext. 8-4365

Communication/Public Relations – Shannon Bergstresser..... 315-986-3521 ext. 8-2408

Director of Curriculum and Instruction – Kelly VanLaeken.....315-986-3521 ext. 8-1536

Director of Facilities and Food Service – Lori Brown315-986-3521 ext. 8-3175

Director of Student Services & Special Education – Melissa Phelps 315-986-3521 ext. 8-4319

Director of Technology – Theresa Grevell.....315-986-3521 ext. 8-4336

Director of Transportation – Scott Remillard.....315-986-4278

District Clerk – Leslie Ferrante.....315-986-3521 ext. 8-4313

School Phone Numbers & Principals

Richard Mann Elementary..... 315-986-3521 ext. 8-1511

Principal: Kim Ernstberger

Asst. Principal: John Tichacek

Gananda Middle School.....315-986-3521 ext. 8-2423

Principal: Elliott Butt

Asst. Principal: Bob Caulkins

Ruben A. Cirillo High School..... 315-986-3521 ext. 8-3154

Principal: Matthew Mahoney

Asst. Principal: Mary Crelley

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