

The Maynard Public Schools are committed to a superior academic experience for Maynard's students that prepare them to be productive citizens in an interconnected technological world.



MAYNARD PUBLIC SCHOOLS
3R Tiger Drive Maynard, Massachusetts 01754

Robert J. Gerardi, Jr. Ph.D.
Superintendent of Schools
rgerardi@maynard.k12.ma.us
978-897-2222

Communication Map

The communication map was designed to help our school community know the most efficient means for solving specific problems. Should you have concerns that are not identified in the communication map it is best to follow the channeling of complaints as suggested in School Committee Policy #215 Public Complaints/Concerns as follows:

"The Maynard School Committee believes that: a. complaints are best received and resolved on a person-to-person basis as close to the origin of the concern as possible; and b. the professional staff should be given every opportunity to consider the issues and attempt to resolve a problem prior to involvement by the School Committee. Therefore, the proper channeling of complaints involving personnel, curriculum, or school operations, will be the administrative staff identified in items 1 to 4 in the list below, with the Superintendent being the highest position of authority on these matters. The proper channeling of complaints involving school finance, school committee policy, or the supervision and hiring of the Superintendent will start at the person to person level with successive remedies sought through the full list 91 to 5) below with the School Committee as the ultimate authority on these matters:

1. Citizen to Teacher/staff member
2. Citizen to Building Administrator, Special Education Department Chair
3. Citizen to Assistant Superintendent/Curriculum Director, Director of Student Services or Business Manager, (as appropriate)
4. Citizen to Superintendent
5. Citizen to School Committee"

(Excerpt from the School Committee Policy #215 Public Complaints/Concerns)

The complete policy can be found on line at the following link:

<http://www.maynard.k12.ma.us/board-of-education/school-committee-policies>

Area**1 CONTACT****2 CONTACT**

Policy	Principal	Director of Student Services/Superintendent
Curriculum	Teacher	Principal/Curriculum Director
Staffing	Principal	Director of Student Services/Superintendent
Student Progress	Teacher	Principal
Student Progress	Special Educator	Team Chair/Director of Student Services
Scheduling	Teacher/Guidance Counselor	Principal
Student Records	Building Secretary	Principal
Student Records, Special Ed	Student Services Admin Asst	Team Chair/Director of Student Services
Transportation, Dee	Principal	Superintendent Admin Asst
Transportation, Special	Teacher	Student Services Admin Asst
Class Placement	Teacher	Principal
Preschool Screening	Early Childhood Coordinator	Director of Student Services
Kindergarten Screening	Principal	Director of Student Services
Special Education Referral	Team Chair/Principal	Director of Student Services
Special Education IEP/IEP Process	Team Chair	Director of Student Services
504 Referral/Plan/Process	504 Coordinator	Director of Student Services
Health/Medical Issues	Nurse	Principal/Director of Student Services
Bullying/Harassment	Asst Principal/Principal	Director of Student Services
Emotional/Behavioral Concerns	Teacher/Counselor	Principal
Sports	Coach	Athletic Director
Extra Curricular Activities	Activity Advisor	Principal
Food Services	Food Service Director	Principal

District Contacts:

Superintendent	Robert Gerardi, (978)978-2222
Director of Student Services	Jill Greene, (978)897-2138
Early Childhood Coordinator	Kate Markowitz (978)897-2138
Curriculum Director	Jennifer Gaudet (978)897-2222
Athletic Director	Kevin Caruso (978)897-6168
Food Service Director	Chris Piercey (978)-897-6100

Building Contacts:

	Green Meadow School (978)897-8246	Fowler School (978)897-6700	Maynard High School (978)897-8891
Principal	Donna Dankner	Jeff Mela	Charles Caragianes
Assistant Principal	Deborah Bresnick	Christopher Fleming	Kevin Caruso
Special Education Team Chair	Karen Kanter/Kate Markowitz	Karen Kanter/Nancy DeFeudis	Nancy DeFeudis
Nurse	Leslie Dowst	Mary Ferranti	Patricia Trahman
504 Coordinator	Cecilia Tatem-Small	Julie Danforth/Brenna Cotter	Renee Muise
Adjustment Counselor	Cecilia Tatem-Small	Arlene Fuchs	Lisa McLean
Guidance Counselor	Cecilia Tatem-Small	Julie Danforth/Brenna Cotter	Renee Muise/Chris Devine

Email staff – using lowercase first name initial/last name@maynard.k12.ma.us

10/6/2015