

## Communicating with School Leaders

As situations arise when students and parents may have questions or concerns with the educational process, it is important that open communication exists. Many questions can be easily answered by the educator directly involved in the class or program before it becomes necessary to move on to the next level. One of the easiest ways to communicate is via email, or a phone call. As a way to help parents effectively ask questions or communicate a concern, a "chain of command" process has been developed. Holly Area Schools leadership will follow the communication process below, and asks families to use this process as a reference when beginning their communications. You may also print a copy of this process and the contact information from our webpage 'Chain of Command'.

For a complete staff directory, visit <https://www.hask12.org/district/staff-directory/>. We look forward to continuing to develop positive partnerships with all Holly Area Schools parents.

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| <p><b>Instruction and Curriculum</b></p>  | <p><b>Discipline</b></p>   |
| <p>STEP 1: Classroom Teacher</p> <p>STEP 2: Counselor</p> <p>STEP 3: Building Principal (see list provided)</p> <p>STEP 4: Assistant Superintendent of Curriculum and Instruction<br/>Jennifer Herbstreit<br/><a href="mailto:jennifer.herbstreit@hask12.org">jennifer.herbstreit@hask12.org</a><br/>248-328-3147</p> | <p>STEP 1: Classroom Teacher</p> <p>STEP 2: Building Principal (see list provided)</p> <p>STEP 3: Assistant Superintendent of Curriculum and Instruction<br/>Jennifer Herbstreit<br/><a href="mailto:jennifer.herbstreit@hask12.org">jennifer.herbstreit@hask12.org</a><br/>248-328-3147</p> |
| <p><b>Special Education</b></p>   | <p><b>Athletic Questions or Concerns</b></p>   |
| <p>STEP 1: Classroom Teacher/Sp. Ed. Teacher</p> <p>STEP 2: Building Principal (see list provided)</p> <p>STEP 3: Director of Student Services<br/>Jennifer Lauria<br/><a href="mailto:jennifer.lauria@hask12.org">jennifer.lauria@hask12.org</a><br/>248-328-3170</p>  | <p>STEP 1: Coach</p> <p>STEP 2: Athletic Director<br/>Casey Lombard<br/><a href="mailto:casey.lombard@hask12.org">casey.lombard@hask12.org</a><br/>248-328-3243</p> <p>STEP 3: Building Principal (see next page)</p>  |
| <p><b>Building and Grounds</b></p>  | <p><b>Early Childhood</b></p>  |
| <p>STEP 1: School Office</p> <p>STEP 2: Building Principal (see list provided)</p> <p>STEP 3: Director of Operations<br/>Jeremy Mason<br/><a href="mailto:jeremy.mason@hask12.org">jeremy.mason@hask12.org</a><br/>248-328-3163</p>   | <p>STEP 1: Classroom Teacher</p> <p>STEP 2: Early Childhood Principal<br/>Learning Ladder – Preschool, GSRP,<br/>Head Start, Latchkey<br/>Aimee Schwartz<br/><a href="mailto:aimee.schwartz@hask12.org">aimee.schwartz@hask12.org</a><br/>248.328.3022</p>                                   |

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| <p>STEP 4: Assistant Superintendent of Administrative Services<br/>Steve Lenar<br/><a href="mailto:steven.lenar@hask12.org">steven.lenar@hask12.org</a><br/>248-328-3147</p>   | <p>STEP 3: Assistant Superintendent of Curriculum and Instruction<br/>Jennifer Herbstreit<br/><a href="mailto:jennifer.herbstreit@hask12.org">jennifer.herbstreit@hask12.org</a><br/>248-328-3147</p>  |
| <p><b>Transportation</b></p>   | <p><b>Food and Nutrition Services</b></p>  |
| <p>STEP 1: Transportation Assistant Supervisor<br/>Victoria Mingo-Williams<br/><a href="mailto:victoria.mingo-williams@hask12.org">victoria.mingo-williams@hask12.org</a><br/>248-328-3093</p> <p>STEP 2: Transportation Supervisor<br/>Frank Richmond<br/><a href="mailto:frank.richmond@hask12.org">frank.richmond@hask12.org</a><br/>248-328-3095</p> <p>STEP 3: Director of Operations<br/>Jeremy Mason<br/><a href="mailto:jeremy.mason@hask12.org">jeremy.mason@hask12.org</a><br/>248-328-3163</p> <p>STEP 4: Assistant Superintendent of Administrative Services<br/>Steve Lenar<br/><a href="mailto:steven.lenar@hask12.org">steven.lenar@hask12.org</a><br/>248-328-3147</p> | <p>STEP 1: School Main Office</p> <p>STEP 2: Building Principal (see list provided)</p> <p>STEP 3: Food Service Director<br/>Thomas Baranoucky<br/><a href="mailto:thomas.baranoucky@hask12.org">thomas.baranoucky@hask12.org</a><br/>248-328-3033</p> <p>STEP 4: Director of Operations<br/>Jeremy Mason<br/><a href="mailto:jeremy.mason@hask12.org">jeremy.mason@hask12.org</a><br/>248-328-3163</p> <p>STEP 5: Assistant Superintendent of Administrative Services<br/>Steve Lenar<br/><a href="mailto:steven.lenar@hask12.org">steven.lenar@hask12.org</a><br/>248-328-3147</p>   |
| <p><b>Building Principals</b></p>  |  |
| <p><b>Davisburg Elementary</b><br/>Denise Kott<br/><a href="mailto:denise.kott@hask12.org">denise.kott@hask12.org</a><br/>248-328-3501</p> <p><b>Holly Elementary</b><br/>Aimee Schwartz<br/><a href="mailto:aimee.schwartz@hask12.org">aimee.schwartz@hask12.org</a><br/>248-328-3601</p> <p><b>Patterson Elementary</b><br/>Jacob Haynes<br/><a href="mailto:jacob.haynes@hask12.org">jacob.haynes@hask12.org</a><br/>248-328-3701</p> <p><b>Rose Pioneer Elementary</b><br/>Michael Beattie<br/><a href="mailto:michael.beattie@hask12.org">michael.beattie@hask12.org</a><br/>248-328-3801</p>   | <p><b>Holly Middle School</b><br/>Monica Turner<br/><a href="mailto:monica.turner@hask12.org">monica.turner@hask12.org</a><br/>248-328-3401</p> <p>Haley Street, Assistant Principal<br/><a href="mailto:haley.street@hask12.org">haley.street@hask12.org</a><br/>248-328-3401</p> <p><b>Holly High School</b><br/>Eric Curl<br/><a href="mailto:eric.curl@hask12.org">eric.curl@hask12.org</a><br/>248-328-3201</p> <p>Codie Lakin, Assistant Principal<br/><a href="mailto:codie.lakin@hask12.org">codie.lakin@hask12.org</a><br/>248-328-3201</p> <p>Melissa Wachowski, Assistant Principal<br/><a href="mailto:melissa.wachowski@hask12.org">melissa.wachowski@hask12.org</a><br/>248-328-3201</p> |

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| <b>Broncho Virtual School</b><br>Stephanie Elder<br><a href="mailto:stephanie.elder@hask12.org">stephanie.elder@hask12.org</a><br>248-328-3333 |  |
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## Unresolved Questions or Concerns

If questions or concerns have not been resolved after discussing them with teachers, principals or other school leaders, you may contact the superintendent. For high-level concerns, issues may be advanced to the Board of Education after they have advanced through each level of the chain of command.

**Superintendent**                      Scott Roper, 248-328-3147 [scott.roper@hask12.org](mailto:scott.roper@hask12.org)

**Board of Education**                <https://www.hask12.org/district/board-of-education>