

Masconomet Regional School District

Problem-Solver and Communications Quick Reference Guide

Dear Masconomet Families:

The school district always seeks to promote good communication – with parents, the Towns, and within and among the schools themselves. This Problem–Solver and Communications Guide is intended to foster good communication.

While we encourage students at Masco to advocate for themselves first and foremost, we understand that the role of the parent or guardian continues to be an important factor in the academic and social success of each student. We also encourage parents and guardians to communicate their concerns to the school.

We know that problems and concerns are best addressed at the source and suggest that parents should always begin at the source. For example, the Superintendent has an open door policy, but will not meet with a person about a concern if the person has not gone through a logical chain of command. A specific example would be a concern about a grade on a paper or for the term. The chain of command would be teacher, then Department Head, then Principal or Assistant Principal. If the concern is not resolved, the Superintendent may be contacted.

We expect this Guide to be helpful in quickly locating the person or office that can best address a concern or answer a question. Please tell us how to improve this guide by sending submitting your idea to [Problem-Solving](#).

Who to Call- This list is intended to provide the logical chain of command for your concerns.

[Staff Directory](#)

Issues About Your Child's Learning- e.g. academic performance & progress, student/teacher relationships, curriculum

1. Teacher
2. Guidance Counselor
3. Department Head
4. Principal or Assistant Principal

Issues About Your Child's Schedule- Student placement, student records, student personal issues

1. Guidance Counselor
2. Principal

General School Issues- e.g. student government, school events

1. Assistant Principal
2. Principal

School Governance- e.g. policies, budget

1. Principal
2. School Council (See School Web Page)
3. Superintendent
4. School Committee

School Policy- matters that apply to the entire school system rather than a particular student or school

1. [Office of the Superintendent](#), or 978-887-2323 x6111.
2. [Masconomet School Committee](#)

Discipline

1. Assistant Principal
2. Principal

Transportation/Buses

1. Transportation Coordinator
2. Regular Education- Busing Contractor
3. Special Education- Special Education Office

Safety

1. Principal
2. Superintendent of Schools

Safety Resources- e.g. bullying concerns

1. Guidance Department
2. Anti-Bullying Policy and Reporting Form – Follow this link - [School Committee Policies](#) -Anti-Bullying Policy JICFB is under Policy J-Students
3. 3rd party anonymous Tip Line- [Safe School Hotline](#) or www.safeschoolhelpline.com/
4. Anti-bullying hotline- [Safe School Hotline](#) or www.safeschoolhelpline.com/ or [District Website Link](#) to Form

Parking Issues

1. School Security Coordinator

Student Registration

1. High School Registrar
2. Middle School Registrar

English Language Learners

1. Teacher
2. Guidance Counselor
3. Principal/Assistant Principal
4. ELL Coordinator

Special Education

1. Teacher
2. Special Education Coordinator
3. Special Education Office – 978-887-2323

Athletics- e.g. game schedules, team activities

1. [Daily Athletics Schedule](#)
2. Coach
3. Athletic Director

Alphabetical Problem Solving Web Links

Activity Calendar - District	High School Web Page
Activity Calendar – High School	Life-Threatening Food Allergies Guidelines
Activity Calendar – Middle School	Middle School Student-Parent Handbook
Anonymous Tip Line for Safety Issues	Middle School Web Page
Athletics	Non-Discrimination
Bullying Report Form	School Committee
Calendar, School Year	School Committee Policies
CORI Downloadable Form	School Councils High School Middle School
CORI for Volunteers	Special Education
Curriculum – Academic Departments	Special Education Rights Booklet
Digital Learning and 1:1 Program	Staff Directory
District and School Report Cards	Student Athlete Guidebook
District Home Page	Teaching/Instruction See Curriculum/Academic Dept.

District Profile	Transgender Guidelines
Health	Tri-Town Community Resources Book
High School Parent-Student Handbook	

Key Contacts

High School Administration

Principal	Dr. Laurie Hodgdon	x 6107	lhodgdon@masconomet.org
Assistant Principal	Peter Delani	x 6269	@masconomet.org
Assistant Principal	Katie DiNardo	x 6349	@masconomet.org
Counseling Office		x 6177	
Nurse's Office		x 6116	
Athletic Director	John Daileanes	x 6195	@masconomet.org

Middle School Administration

Principal	Dr. Dorothy Flaherty	x 6122	@masconomet.org
Assistant Principal	Gavin Monagle	x 6119	@masconomet.org
Guidance Office		x 6118	
Nurse's Office		x 6125	

District Administration

Superintendent of Schools	Kevin M. Lyons	x 6111
Admin. Assistant to the Superintendent	Olga Langlois	x 6111
Chief Financial Officer	Susan Givens	x 6112
Director of Pupil Personnel	Patricia Bullard	x 6115
Assistant Director of Pupil Personnel	Brad Dent	x 6113

English Language Learners	Nancy Mirra	x6121
Guidance and Counseling Department Head	Dr. Irene Duros	x 6181
Director of Operations and Facilities	Doug Batchelder	x 6123
Director of Digital Learning	Ben Hodges	x 6314
Director of Information Technology	Seth Goodman	x 6248
Transportation Coordinator	Peter Delani	x 6269

Academic Departments - [Academic Departments Listing](#)

Excel and Club Advisors- Call the School Office

School Council

1. [Middle School](#)
2. [High School](#)

Masconomet School Committee Members- [School Committee Members](#)

Find All Staff Members' Contact Information

[Staff Directory](#)

[Main District and School Phone: 978-887-2323](#)