



ITHACA CITY SCHOOL DISTRICT

400 Lake Street, P.O. Box 549, Ithaca, New York 14851-0549

Tel: (607) 274 2101 | Fax: (607) 274-2279

Communication Protocol for Parents and Caregivers with ICSD:

The Ithaca City School District is committed to building healthy partnerships between schools, families, and communities to better support the well-being of students academically, socially, and emotionally. Creating environments that foster mutually respectful and engaging communication is a priority for Ithaca City Schools.

We believe that sharing information and working through issues are best handled when all sides work together to dialogue and find solutions as close to the origin as possible. It is an important goal of ICSD to work together with school personnel and families to ensure the best results for your child's education. Below are appropriate steps in communication with school district personnel. *If you have an issue directly related to your child's safety or an emergency situation, please call the school directly and the office staff will connect you with an administrator or lead teacher to help.*

To ensure quick and effective problem solving, please direct concerns or questions involving instruction, discipline, intervention services, or learning materials to:

1. The **classroom teacher or instructional support teacher** by phone or email. Dignity for All Students Act (DASA), please contact Amanda Verba at (607) 274-2121 or amanda.verba@icsd.k12.ny.us
2. If you have not received a response from the teacher within 3 business days, or if you are unsatisfied with the resolution or communication exchange, please contact the building principal by phone or email.
3. If you have not received a response from the building principal within 3 business days or if you are unsatisfied with the resolution or communication exchange, please contact the **Superintendent, Dr. Luvelle Brown** at luvelle.brown@icsd.k12.ny.us or (607) 274-6845.

If you have not received a response from the Superintendent within 3 business days or if you are unsatisfied with the resolution or communication exchange, please contact members of **the Board of Education**

Contact information for board members can be found on the following website:

<http://www.ithacacityschools.org/districtpage.cfm?pageid=213>



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The following includes contact information for schools and building principals. Each school has many support staff members, such as social workers, school counselors, family liaisons, and special education chairs that are available to assist parents/caregivers also.

For families that would prefer an outside advocate to assist in communication with school and district leaders, there are several local organizations in Ithaca that provide support to caregivers.

ICSD Elementary Schools

Belle Sherman Elementary School 607-274-2206 Principal: Daniel Breiman	Enfield Elementary School 607-274-2221 Principal: Lisa Rieger
Beverly J. Martin Elementary School 607-274-2209 Principal: Dr. Susan Eschbach	Fall Creek Elementary School 607-274-2214 Principal: Caitlin Bram
Caroline Elementary School 607-539-7155 Principal: Mary Grover	Northeast Elementary School 607-257-2121 Principal: Lily Talcott
Cayuga Heights Elementary School 607-257-8557 Principal: Brad Pollack	South Hill Elementary School 607-274-2129 Principal: Perry Gorgen

ICSD Secondary Schools

Boynton Middle School 607-274-2241 Principal: Jeffrey Tomasik	DeWitt Middle School 607-257-3222 Principal: Mac Knight
Lehman Alternative Community School 607-274-2183 Principal: Diane Carruthers	Ithaca High School 607-274-2143 Principal: Jason Trumble

District Cafeteria Manager: Denise Agati - 607-274-2302
District Bus Transportation Manager: Elizabeth Berner 607-274-2128