

CHAIN OF COMMAND & COMMUNICATION

Yutan High School strongly encourages students and parents to communicate about student issues and/or other concerns using the following chain of command.

Who to contact with your questions, issues, and/or concerns:

<i>Ms. Brandy Thompson</i>	<i>Mr. Josh Lynch</i>		<i>Ms. Lindsey Madsen</i>
Principal	Assistant Principal	Activities Director	School Counselor
Assessment Career & Technical Ed. Curriculum Instructional Development Policy & Handbook Professional Development School Improvement Student Discipline Teacher Evaluation	Attendance & Tardy's Eligibility Student Discipline Chromebook Discipline Title IX Coordinator Transportation	Activities Activity Passes Coach Evaluation Eligibility Policy & Handbook Transportation	ACT College Visits Course Descriptions Master Schedule Post-Secondary Planning Scholarships Social-Emotional Supports Student Schedules Student Wellness

For concerns in areas not listed above, please call the high school office and you will be directed to the appropriate staff member to assist you.

Academic Issues: (concern for student grades)

1. **Student contacts Teacher** - In person is preferred, but email may also be used as a suitable communication tool.
2. **Parent contacts Teacher** - Parents can contact the teacher via calling the school or sending an email. Communication is preferred in person, but phone calls and emails may also suffice.
3. **Parent and Student contact Administration** - Should conflict not be resolved, parents may contact the office to set up a time to meet with the Administration. Student/s and parent/s must be present for this meeting.

Forms of Communication:

Yutan Public Schools may communicate school information with students and families in the following modes:

- Mail via Post Office - Must have a correct mailing address submitted to the office.
- Email - Must have a correct email address submitted to the office.
- Facebook - Yutan Public Schools
- Instagram - yutan_public_schools
- School Beacon - Must sign up to receive.
- School Website - www.yutanpublicschools.com
- Twitter - @YutanChieftains