



Little Falls Township Public Schools

Tracey Marinelli
Superintendent of Schools
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Dear Families,

There may be times when you have concerns or issues involving your child or their school. In such situations, we ask that you follow the District's Chain of Command to address the matter efficiently:

I. Contact the Teacher: Start by reaching out to the teacher involved. If the issue is not within the teacher's scope or remains unresolved, proceed to the next step.

II. Contact the Building Principal: If the concern persists, contact the building principal. If the issue still remains unresolved, move to the following step.

III. Contact the Superintendent of Schools: You may reach Superintendent Tracey Marinelli at (973) 256-1034 or via email at tmarinelli@lfschools.org. Should the situation remain unresolved, proceed to the final step.

IV. Contact the Board of Education: If necessary, contact the Board of Education through the Board Secretary, Melissa Sanzari-Stevens, at (973) 256-7371, extension 1227, or via email at mstevens@lfschools.org.

Please note: It is important that parents follow this process and not bypass staff or administration by going directly to the Board of Education. The Board will only address concerns that have been properly addressed with the relevant staff or administration first.

For additional information, a copy of the Bylaws, Policies, and Regulations Manual of the Little Falls Township Public Schools is available for review on our website at www.lfschools.org under:

- Board of Education
- Board Bylaws, Policies, & Regulations

We are here to support you and your child, and we appreciate your cooperation in following this process.

Sincerely,

A handwritten signature in black ink that reads "Tracey Marinelli".

Tracey Marinelli
Superintendent of Schools

TM:am



One District... One Team... One Vision...
32 Stevens Avenue, Little Falls, New Jersey 07424
www.lfschools.org

