



# MONTCLAIR BOARD OF EDUCATION

22 VALLEY ROAD ~ MONTCLAIR, NEW JERSEY 07042  
WWW.MONTCLAIR.K12.NJ.US

**Laura Hertzog**  
President

**Joseph Kavesh**  
Vice President

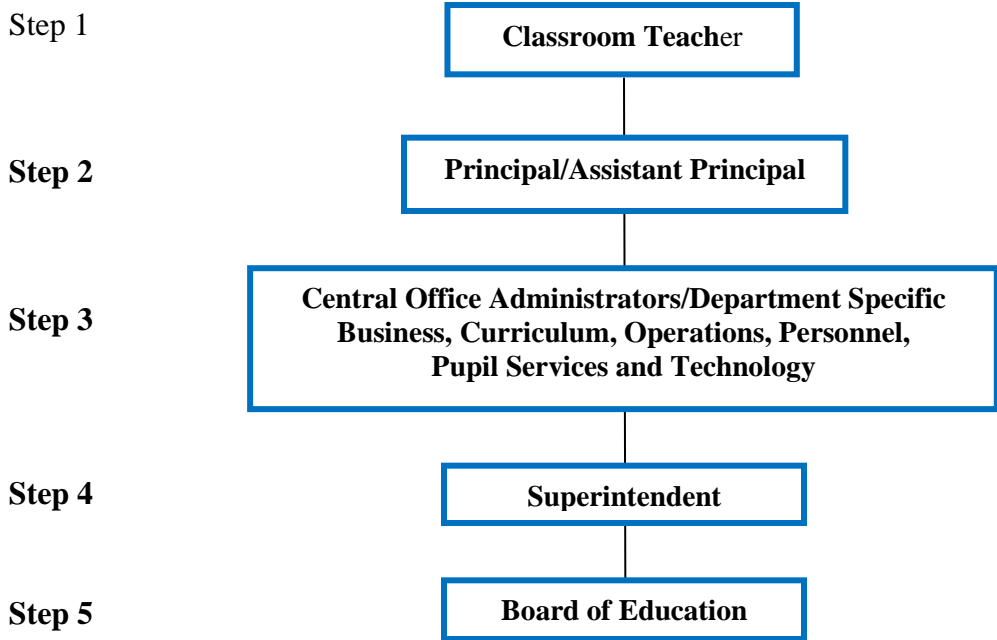
Members:  
**Priscilla Church**  
**Jessica de Koninck**  
**Latifah Jannah**  
**Anne Mernin**  
**Eve Robinson**

## Montclair Public Schools Community Briefing School Year 2019-2020

### Navigating the School System

#### Question/Complaint Procedure

The question/complaint procedure indicated below should be utilized if you have a question or a concern about your child's educational program. Your school building is the primary source of information. **Begin at Step 1.** You should proceed to the next step of the procedure only if the question/concern was not resolved at the prior step.



- \* **Teachers** - They are the focus of the educational process and key to the education of your child. Parent/teacher consultation is the key to the educational success of your child.
- \* **Principal and Assistant Principal** - Get to know and confer with your school principal and assistant principal on general policy matters beyond the purview of school staff.
- \* **Counselors** - Your middle and high school guidance counselors can help with class scheduling questions. All schools in our District have school counselors to help you and your child over the rough spots.

**Become involved in your child's education and share in school community activities**

- \* School PTA/SATp - Available in every school –
- \* Volunteer Programs in your school - Volunteer to help out in areas in which you are proficient
- \* After School Programs