



SOUTH HAVEN PUBLIC SCHOOLS

554 Green Street
South Haven, MI 49090

Phone: (269) 637-0500
Fax: (269) 637-3025

Improving District Communications and Public Perception

Dear Parents and Community Members:

Parent involvement and community involvement are critical to the success of any school system. I firmly believe our schools will continue to grow stronger as more parents and community members take an active role in our system. However, as I often mention, even close-knit communities like South Haven often have radically different views on educational topics.

Naturally as the District continues to transform there may be times when you have concerns. When this occurs, my recommendation is to seek out multiple perspectives on educational issues or incidents prior to forming your own opinion. In fact, if everyone strives to address their questions and concerns at the lowest level of communication we will reduce rumors, increase accountability and maximize our time to focus on student learning.

We want to address your questions and concern as quickly and accurately as possible. Therefore, we ask that you follow the proper Chain of Communication when contacting the schools or confirming information. To contact teachers or building principals, please call the school and schedule a meeting either in person or on the telephone.

My hope is to recruit as many parents and community members as possible to become advocates for South Haven Public Schools and public education. Your continued support and active involvement will allow us to provide exemplary programs and services for our students and families.

Sincerely,

Dr. Robert Herrera

Chain of Communication

Teacher → Principal → Department Rep. → Superintendent → Board of Education

Questions/Concerns
Regarding Your Child or
Classroom Instruction:

First Contact
→

**CLASSROOM
TEACHER**

Clarification or
Additional
Questions/Concerns of
School Matters:

Second Contact
→

**BUILDING
PRINCIPAL**

*To contact teachers or building principals, call the school and schedule a meeting either in person or on the telephone.

High School Principal: 637-0502	Middle School Principal: 637-0530	North Shore Elementary Principal: 637-0560	Lincoln Elementary Principal: 637-0540	Maple Grove Elementary Principal: 637-0549	Career & Early College Academy Principal 767-1196
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If your questions/concerns have not been satisfied after contacting the teacher and building principal, please contact the representative of the appropriate department for additional information. For general information, please call Rubi Solano at the Administration Building at 637-0500.

Athletic Director 637-0503	Business Office Manager 637-0526	Director of Instructional Services 637-0536	Director of Non-Instructional Services 637-0535	Food Service Director 637-0590	Personnel 637-0544	Transportation Director 637-0570
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If you feel that questions or concerns have not been adequately addressed after contacting all of the appropriate school representatives, please contact the superintendent.

Superintendent
637-0500

Superintendent's Secretary:
637-0500 x 1522

SOUTH HAVEN PUBLIC SCHOOLS BOARD OF EDUCATION

Administrative Secretary to Board of Education: 269-637-0500 x 1522

President	Vice President	Treasurer	Secretary	Trustee	Trustee	Trustee
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