



St. Patrick Catholic School

Point of Contact Progression Chart

TOPIC	1ST CONTACT	2ND CONTACT	3RD CONTACT	4TH CONTACT	5TH CONTACT
Classroom/Instruction	Teacher	Principal	School Board	Pastor	Superintendent (DOGR)
Academics	Teacher	Counselor	Principal	Pastor	Asst. Superintendent (DOGR)
Curriculum	Teacher	Principal	Pastor	Asst. Superintendent (DOGR)	
Behavior/Discipline	Teacher	Asst. Principal	Principal	Pastor	Superintendent (DOGR)
Special Education	Teacher	Counselor	Principal	School Board	Superintendent (DOGR)
Athletic	Coach	Athletic Director	Principal	Pastor	Asst. Superintendent (DOGR)
Extracurricular	Advisor	Principal	Pastor	Superintendent (DOGR)	
Retreats/Sacraments	Campus Minister	Pastor			
Technology	Teacher	Principal	School Board	Pastor	Superintendent (DOGR)
School - Other	Principal	Pastor	School Board	Superintendent (DOGR)	
Transportation	Transportation Secretary (PPS)	Director of Operations (PPS)	Superintendent (PPS)	School Board (PPS)	
Food Services	SPS Kitchen Supervisor	Principal	Food Service Director (PPS)	Superintendent (PPS)	
Buildings & Grounds	Maintenance Supervisor	Pastor			
District Protocols/ Policies	Principal	School Board	Pastor	Superintendent (DOGR)	
Student Mental Health	Counselor	Principal	988 Suicide Hotline	OK2SAY (855) 565-2729	
School Safety (Immediate concern call 911)	Principal	Pastor	Police Department	OK2SAY (855) 565-2729	

PPS: Portland Public School
 DOGR: Diocese of Grand Rapids