



Oyster Bay – East Norwich Central School District
Oyster Bay, New York 11771



CHAIN OF COMMUNICATION

The Oyster Bay East Norwich Central School District has established procedures to respond effectively to questions, suggestions, and concerns from parents and residents. The procedures start with the person closest to the situation and then works through the steps until a resolution is reached. If you have a question pertaining to the school district or your child’s progress, we encourage you to contact us. We welcome questions from parents and residents concerning school matters. **In the event that additional clarification is necessary or if you have not received a response in 24 hours, please follow the steps for communication below:**

ACADEMIC

Students

We encourage our students to express their questions and concerns directly with their corresponding teacher. If needed, they are also encouraged to seek clarification from guidance counselors, discipline supervisors, and administrators.



Parents

Parents who have concerns about an issue involving their child’s education, classroom experience, or teacher are encouraged to communicate their concerns directly to the teacher.



How to Contact a Teacher

Our teaching staff welcome communication from students and parents. You may leave a message for a teacher by calling their corresponding main office or you can email your child’s teacher directly using the address found on our [staff directory](#). In order to allow teachers to respond in a timely manner, indicate times when you can be reached. Due to teaching assignments, teachers may only be available to call you back at specific times throughout the school day.



Building Related Matter

Principal – Devra Small: Grades K – 2nd
 516-624-6573 DSmall@obenschools.org

Assistant Principal – Anastasia Smith: Grades 3rd – 6th
 516-624-6562 ASmith1@obenschools.org

Assistant Principal – Robert LoCastro: Last Names A – L
 516-624-6537 RLoCastro@obenschools.org

Assistant Principal – John Pardue: Last Names M – Z
 516-624-6596 JPardue@obenschools.org



**Curriculum Related Matter
 Department Administrators**

Fine, Performing and Media Arts
Erica Giglio Pac
EPac@obenschools.org

Humanities **Tami McElwee**
TMcElwee@obenschools.org

Mathematics **Carla Pimentel**
CPimentel@obenschools.org

Physical Education & Health
Eric Bramoff
EBramoff@obenschools.org

Science **Dan Moy**
DMoy@obenschools.org

Special Services **Lynette Abruzzo**
LAbruzzo@obenschools.org

Technology **Jaclyn Gibbons**
JGibbons@obenschools.org

ENL and World Languages
Renata Anqa
RAnqa@obenschools.org



If further discussion is desired, please contact the
Principal’s Office

Theodore Roosevelt Elementary School
 Devra Small 516-624-6573 DSmall@obenschools.org

James H. Vernon School
 Martin Nelson 516-624-6562 MNelson@obenschools.org

Oyster Bay High School
 Melissa Argaman 516-624-6524 MArgan@obenschools.org

NON-ACADEMIC

<p><u>Health & Safety</u></p> <p>Step 1: Building Assistant Principal</p> <p>Step 2: Building Principal</p> <p>Step 3: Maureen Raynor Deputy Superintendent 516-624-6510</p>	<p><u>Guidance</u></p> <p>Step 1: Guidance Counselor</p> <p>Step 2: Joy-Anne D’Anca Supervisor of Guidance 516-624-6526</p> <p>Step 3: Building Principal</p> <p>Step 4: Alba Gallegos Executive Director for Curriculum and Instruction 516-624-6506</p>
<p><u>Medical</u></p> <p>Step 1: School Building Nurse</p> <p>Step 2: Building Assistant Principal</p> <p>Step 3: Building Principal</p> <p>Step 4: Eric Bramoff, Athletic Director 516-624-6557</p> <p>Step 5: Maureen Raynor Deputy Superintendent 516-624-6510</p>	<p><u>Special Education</u></p> <p>Step 1: Special Education Teacher</p> <p>Step 2: Building Assistant Principal</p> <p>Step 3: Building Principal</p> <p>Step 4: Lynette Abruzzo, Director of Special Services 516-624-3200</p> <p>Step 5: Alba Gallegos Executive Director for Curriculum and Instruction 516-624-6506</p>
<p><u>Transportation</u></p> <p>Step 1: Building Assistant Principal/Principal</p> <p>Step 2: Lisa McGuinness, Transportation Coordinator 516-624-6501</p> <p>Step 3: Maureen Raynor Deputy Superintendent 516-624-6510</p>	<p><u>Athletics</u></p> <p>Step 1: Coach</p> <p>Step 2: Eric Bramoff Director of Athletics 516-624-6557</p> <p>Step 3: Maureen Raynor Deputy Superintendent 516-624-6510</p>

**If a matter remains unresolved after the above steps have been taken,
parents and residents are welcome to contact
Dr. Francesco Ianni, Superintendent of Schools at 516-624-6505.**