

# Chesterfield Township School District

30 Saddle Way  
Chesterfield, NJ 08515



Tel: 609-298-6900 x1230  
Fax: 609- 291-0620

*Office of the Superintendent*  
*Scott Heino*  
[sheino@chesterfieldschool.com](mailto:sheino@chesterfieldschool.com)  
[www.chesterfieldschool.com](http://www.chesterfieldschool.com)

August 27, 2020

Dear Chesterfield School Community,

Happy Thursday to everyone as we enter the final weekend of August and the end of the summer of 2020. Probably not the summer we want to remember, but a summer that we all will remember for the rest of our lives. Today, teacher assignments are posted in Genesis, and hopefully you will have the chance to login and see your child's teacher for the upcoming school year.

With the start of the new school year upon us, I want to take this opportunity to share with parents the importance of communication and following the chain of command. In the virtual education world, regular communication is more important than ever. When we started remote instruction last March, as a school district, we restructured our internal lines of communication to ensure all staff members had one point of contact to address any questions or concerns or to reach out to for additional support. Since we are starting the 2020-2021 School Year with the majority of our staff and students working remotely, we will continue to use our restructured lines of communication. In an effort to extend the courtesy of providing all parents with a single point of contact and a clear understanding of the chain of command, we will continue to use the communication structure we started in March.

As a parent, if you have a question or concern about anything, **your first contact should always be your child's teacher**. Your child's teacher is your one point of contact. The majority of the time, your child's teacher will be able to address your questions and concerns or direct you to the specific staff member who will be able to address your questions and concerns. In the rare situation where your child's teacher is not able to address your question or concern or direct you to the specific staff member who is able to assist you, please use the information below to contact the appropriate administrator. Again, it is our goal to establish clear lines of communication between home and school and provide all parents with points of contact to ensure we maintain those clear lines of communication.

Kindergarten – 3<sup>rd</sup> Grade

Coletta Graham, Principal  
[cgraham@chesterfieldschool.com](mailto:cgraham@chesterfieldschool.com)  
(609)298-6900 x 1210

Grades 4 – 6  
Related Arts/Specials

Michael Mazzoni, Principal  
[mmazzoni@chesterfieldschool.com](mailto:mmazzoni@chesterfieldschool.com)  
(609)298-6900 x1211

*Chesterfield Elementary School strives to build a premier institution of learning where students are challenged to their fullest potential in a safe and caring environment.*

Special Education

Dr. Lynn Booth, Supervisor of Student Services

[lbooth@chesterfieldschool.com](mailto:lbooth@chesterfieldschool.com)

(609)298-6900 x1214

As a reminder, if your child has an IEP, remember to utilize the support of our Child Study Team. As you know, every student with an IEP has an assigned case manager who will be happy to work with you on any questions or concerns you have for your child.

If you ever find yourself in a situation where you don't know who to contact, simply contact the main office and our main office secretaries, Mrs. Buscarnara and Ms. Baker, will be happy to direct you to the appropriate staff member.

Thank you and enjoy the last weekend of summer!

Sincerely,

*Scott Heino*

Superintendent

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