



# DISCIPLINE REFERRAL CONTACTS

## 2017-2018



| SCHOOL                                 | EMAIL                                  | PHONE                    | FAX          |
|--|--|--------------------------|--------------|
| <b>Climax-Scotts High School</b>       |  |                          |              |
| Kim Kirshman                           | kkirshman@cssschools.net               | 746-2301                 | 746-4142     |
| Kevin Langs                            | klangs@cssschools.net                  | 746-2300                 | 746-4142     |
| <b>Comstock High School</b>            |  |                          |              |
| Kevin Hamilton                         | hamiltonk@comstockps.org               | 250-8700                 | 250-8701     |
| <b>Comstock Compass High School</b>    |  |                          |              |
| Jay Birchmeier                         | birchmeierj@comstockps.org             | 250-8932                 | 250-8931     |
| <b>Galesburg-Augusta High School</b>   |  |                          |              |
| Christie Robinson                      | robinson@garams.org                    | 484-2010 #2012           | 484-2011     |
| <b>Gull Lake Gateway Academy</b>       |  |                          |              |
| Lynette Walker                         | lwalker@gulllakecs.org                 | 269-548-3425             | 269-548-3401 |
| <b>Gull Lake High School</b>           |  |                          |              |
| Kris Simms                             | ksimms@gulllakecs.org                  | 269-548-3506             | 269-548-3501 |
| <b>Hackett Catholic Prep</b>           |  |                          |              |
| Brian Kosmerick                        | bkosmerick@hackettcp.org               | 381-2646, #103           | 381-3919     |
| Charles Heidelberg                     | cheidelberg@hackettcp.org              | 381-2646, #104           | 381-3919     |
| <b>Heritage Christian Academy</b>      |  |                          |              |
| Randal Hadley                          | rhadley@hcaeagles.org                  | 372-1400                 | 372-6018     |
| Melanie Simpson                        | msimpson@hcaeagles.org                 | 372-1400                 | 372-6018     |
| <b>Kalamazoo Christian High School</b> |  |                          |              |
| BJ Huizenga                            | bhuizenga@kcsa.org                     | 381-2250                 | 381-0319     |
| Jerry Weesies (all grades)             | jwessies@kcsa.org                      | 381-2250, #223           | 381-0319     |
| <b>Kalamazoo Public Schools</b>        |  |                          |              |
| <b>Loy Norrix High School</b>          |  |                          |              |
| Erin Middleton (11-12)                 | middletonec@kalamazoopublicschools.net | 337-0200                 | 337-0045     |
| Chad Brady (9-10)                      | bradycj@kalamazoopublicschools.net     | 337-0200 or 269-207-1663 | 337-0045     |
| <b>Kalamazoo Central High School</b>   |  |                          |              |
| Ajamian Gardner (Grades 10-12)         | gardnerad@kalamazoopublicschools.net   | 598-9701                 | 337-0391     |
| <b>Kalamazoo – Phoenix High School</b> |  |                          |              |
| Mark Hill                              | hillma@kalamazoopublicschools.net      | 337-0760                 | 337-1756     |
| <b>Parchment High School</b>           |  |                          |              |
| Sonja LeRoy                            | sleroy@parchment.k12.mi.us             | 488-1106                 | 488-1110     |
| <b>Parchment – Barclay Hills</b>       |  |                          |              |
| Tina Maxwell                           | tmaxwell@parchment.k12.mi.us           | 488-1475                 | 488-1480     |
| <b>Portage Public Schools</b>          |  |                          |              |
| <b>Portage Alternative</b>             |  |                          |              |
| Clint Wagner                           | Cwagner1@portageps.org                 | 323-6721                 | 323-6790     |
| <b>Portage Northern High School</b>    |  |                          |              |
| Justin Walker (Grades 10 & 12)         | jwalkernhs@portageps.org               | 323-5458                 | 323-5552     |
| Nate Ledlow (Grades 9-11)              | nledlow@portageps.org                  | 323-5457                 | 323-5490     |
| <b>Portage Central High School</b>     |  |                          |              |
| Jason Frink (Last Name A-K)            | jfrink@portageps.org                   | 323-5281                 | 323-5290     |
| Kim Lummis (Last Name L-Z)             | klummis@portageps.org                  | 323-5262                 | 323-5290     |
| <b>Schoolcraft High School</b>         |  |                          |              |
| Ric Seager                             | seagerr@schoolcraftcs.org              | 488-7360                 | 488-7364     |
| <b>Vicksburg High School</b>           |  |                          |              |
| Adam Brush                             | abrush@vicksburgschools.org            | 321-1161                 | 321-1155     |

## **General Directions:**

Fax a written summary of the incident to the assigned discipline referral contact person, following up with a phone call. Be sure to include on any forms or incident reports the following information:

1. Write "EFE Off-site class" on the form or incident report and list the name of your program.
2. The date(s) and time(s) of the incident.
3. A phone number where you can be reached for further information and follow-up.
4. A description of the incident or behavior including names of all students involved. If more than one student is involved and they attend different high schools, include the names of the high schools they attend.
5. Any corrective action you have taken.
6. If you have suggested corrective action that you want the school to consider (especially if the behavior impacted rules and regulations particular to your site or business), include this in your incident report. Corrective action will follow home district guidelines.
7. Your signature.

*In emergency situations, or if police were contacted, call the school immediately and report the emergency. If you get voice mail, call the building directly. Forward copies of all police reports to the school.*