



District Chain of Command Details

01-31-25

The purpose of this Chain of Command document is to diagram the order of the staff member to be contacted for each corresponding department.

Our District values the input of the people we serve (students, staff, parents, community). Below the listing of building principals, you will find a Chain of Command list that will help direct you to the appropriate individual(s) when you have a question, concern, or suggestion. This list is organized into categories in an effort to help you identify who you would need to contact. Please reach out to the first individual on the list, and then proceed down the list if you need further assistance. Thank you.

Who to call if you have a question, concern, or suggestion?

Below is the WCSD Chain of Command:

Building Principals:

- *WES (Wrightstown Elementary School)* - Sarah Nelson, nelson@wrightstown.k12.wi.us, 920.532.4818
- *WMS (Wrightstown Middle School)* - Bob Caelwaerts, caelwaerts@wrightstown.k12.wi.us, 920.532.5553
- *WHS (Wrightstown High School)* - Scott Thompson, thompsons@wrightstown.k12.wi.us, 920.532.0525
 - Assistant Principal / Activities Director- Craig Haese, haesec@wrightstown.k12.wi.us, 920.532.7005

<p><u>Athletics / Activities:</u></p> <ol style="list-style-type: none"> 1. Coach / Advisor 2. <i>Activities Director</i> - Craig Haese, Haesec@wrightstown.k12.wi.us 920.532.7005 3. Building Principal 4. <i>Interim Superintendent</i> - Ron Saari, saari@wrightstown.k12.wi.us 920.532.5551 	<p><u>Food Service:</u></p> <ol style="list-style-type: none"> 1. <i>Food Service Coordinator</i> - Katie Huey, Huey@wrightstown.k12.wi.us 920.532.0525 X6243 2. <i>Director of Business Services</i> - Dan Storch, storch@wrightstown.k12.wi.us 920.532.5551 X3200 	<p><u>Student Discipline:</u></p> <ol style="list-style-type: none"> 1. Classroom Teacher 2. Building Principal or Asst. Principal 3. <i>Interim Superintendent</i> - Ron Saari, saari@wrightstown.k12.wi.us 920.532.5551
<p><u>Building/Facility Use Permission:</u></p> <ol style="list-style-type: none"> 1. <i>Activities Director</i> - Craig Haese, Haesec@wrightstown.k12.wi.us 920.532.7005 	<p><u>Instruction/Curriculum:</u></p> <ol style="list-style-type: none"> 1. Classroom Teacher 2. Building Principal 3. <i>Interim Superintendent</i> - Ron Saari, saari@wrightstown.k12.wi.us 920.532.5551 	<p><u>Student Enrollment/Open Enrollment/Homeschool:</u></p> <ol style="list-style-type: none"> 1. Building Principal 2. <i>District Administrative Assistant:</i> Hillary Sweere, sweere@wrightstown.k12.wi.us, 920.532.5551

<p><u>Facilities/Grounds/Buildings:</u></p> <ol style="list-style-type: none"> 1. <i>Director of Building and Grounds</i> - Chris Knapp, knapp@wrightstown.k12.wi.us 920.532.5551 X2330 2. <i>Director of Business Services</i> - Dan Storch, storch@wrightstown.k12.wi.us 920.532.5551 X3200 	<p><u>Finances:</u></p> <ol style="list-style-type: none"> 1. <i>Director of Business Services</i> - Dan Storch, storch@wrightstown.k12.wi.us 920.532.5551 X3200 2. <i>Interim Superintendent</i> - Ron Saari, saari@wrightstown.k12.wi.us 920.532.5551 	<p><u>Technology:</u></p> <ol style="list-style-type: none"> 1. <i>Director of Technology</i>- Corey Jeffers, jeffers@wrightstown.k12.wi.us 920.532.0525 x5012 3. <i>Director of Business Services</i>, Dan Storch, storch@wrightstown.k12.wi.us 920.532.5551 X3200
<p><u>Special Education:</u></p> <ol style="list-style-type: none"> 1. Case Manager/Service Provider/Classroom Teacher 2. Building Principal 3. <i>Special Education Coordinator</i> - Angie Sanderfoot-McNabb, sanderfoot-mcnabb@wrightstown.k12.wi.us 920.532.0525 X5006 4. <i>Director of Student Services</i> - Caroline Mihalski, mihalski@wrightstown.k12.wi.us 920.532.0525 X5001 	<p><u>Special Education Transportation:</u></p> <ol style="list-style-type: none"> 1. Special Education Driver 2. <i>Director of Student Services</i> - Caroline Mihalski, mihalski@wrightstown.k12.wi.us 920.532.0525 X5001 	<p><u>Transportation:</u></p> <ol style="list-style-type: none"> 1. <i>First Student, Operations Manager</i> - Philip Roberts, 920.532.4956 2. Activities Director 3. Building Principal 4. <i>Interim Superintendent</i> - Ron Saari, saari@wrightstown.k12.wi.us 920.532.5551