

## Sunflower County Consolidated School District District Communication Protocol

In our ongoing efforts to increase effective communication among all stakeholders in our students' education, we have developed a communications protocol that should help you contact the appropriate staff members with your questions and/or concerns. Hopefully, this protocol will assist you in getting the information that you need regarding your children and/or educational programs or policies within the district.

Questions/Concerns	1 <sup>st</sup> Level	2 <sup>nd</sup> Level	3 <sup>rd</sup> Level	4 <sup>th</sup> Level	5 <sup>th</sup> Level	6 <sup>th</sup> Level
1. Academics						
a. Curriculum/Instructional Materials	Teacher	Principal	Dir. Of Curr. Inst.	Asst. Superintendent	Supt.	
b. Difficulties – Prim/Elem/MS Levels	Teacher	Principal	Dir. Of Curr. Inst.	Asst. Superintendent	Supt.	
c. Difficulties – HS Level	Teacher	Asst. Principal	Principal	Dir. Of Curr. Inst.	Asst. Supt.	Supt.
d. Scheduling – Prim Level	Teacher	Guidance Office	Principal	Dir. Of Curr. Inst.	Asst. Supt.	Supt.
e. Scheduling – Elem/MS/HS Levels	Teacher	Guidance Office	Principal	Dir. Of Curr. Inst.	Asst. Supt.	Supt.
2. Athletics	Coach	School Athletic Director	Principal	Dir. Of Org. Support	Supt.	
3. Attendance – Prim/Elem/MS Levels	Building Secretary	Principal	Dist. MSIS Manager	Personnel Director	Supt.	
Attendance – HS Level	Building Secretary	Asst. Principal	Principal	Dist. MSIS Manager	Personnel Director	Supt.
4. Board of Education Policies	Principal	Asst. Supt.	Superintendent	Board of Education		
5. Building Use	Secretary	Principal	Dir. Of Org. Support	Superintendent		
6. Cafeteria/Food Services	Child Nutrition Mgr.	Principal	Dir. Of Org. Support	Superintendent		
7. Classroom Procedures	Teacher	Principal	Dir. Of Curr. Inst.	Asst. Superintendent	Supt.	
8. Extra-Curricular Activities	Club Advisor	Principal	Dir. Of Curr. Inst.	Asst. Superintendent	Supt.	
9. Medical Issues	Principal	District Nurse	Dir. Of Exceptional Ed.	Asst. Supt.	Supt.	
10. Special Education	Class/Subject/Sp. Education Teacher	Principal	Dir. Of Exceptional Ed.	Asst. Superintendent	Supt.	
11. Discipline – Prim/Elem/MS Levels	Teacher	Principal	Student Disc. Coord.	Dir. Of Org. Support	Asst. Supt./Supt.	
Discipline – HS Level	Teacher	Asst. Principal	Principal	Stud. Disc. Coord.	Dir. Of Org.	
12. Transportation	Bus Driver	Transportation Supervisor	Dir. Of Org. Support	Superintendent		
13. Facilities	Principal	Maintenance Sup.	Dir. Of Org. Support.	Superintendent		

In order to handle problems in the most effective and efficient way, it is extremely important that the staff member most directly involved with the question or concern be contacted first. If the question is not answered or the issue not resolved at a given level, then you will be asked to proceed on to the next level. When someone contacts a board member or an administrator before proceeding through this process they will be asked if they have contacted the staff member most immediately involved with that particular issue. The Board of Education will become involved, if necessary, in the final stage of this process (after constituents have spoken to the Superintendent of Education).

It is the primary responsibility of the Board of Education to set policies for the school district. Although individual board members are certainly willing to listen to your concerns, they can only act as an entire body when they conduct an official Board of Education meeting. The superintendent and administrative staff are legally empowered to administer the school district and put into operation the implementation of policies and decisions of the board of Education.

**Dr. Debra Dace***Superintendent of Schools*

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Phone: (662) 887-4919 • Email: [ddace@sunflower.k12.ms.us](mailto:ddace@sunflower.k12.ms.us)**DISTRICT AT A GLANCE**

Name	Department	Email	Phone
Dennis Barfield	Transportation Supervisor	<a href="mailto:dbarfield@sunflower.k12.ms.us">dbarfield@sunflower.k12.ms.us</a>	662.887.4919
Frankie Blackmon	Director of Federal Programs	<a href="mailto:fblackmon@sunflower.k12.ms.us">fblackmon@sunflower.k12.ms.us</a>	662.884.1200
Miskia Davis	Assistant Superintendent	<a href="mailto:mdavis@sunflower.k12.ms.us">mdavis@sunflower.k12.ms.us</a>	662.884.1200
Kakawonda Hibbler	District Nurse	<a href="mailto:khibbler@sunflower.k12.ms.us">khibbler@sunflower.k12.ms.us</a>	662.884.1200
Markricus Hibbler	Chief of Security	<a href="mailto:mhibbler@sunflower.k12.ms.us">mhibbler@sunflower.k12.ms.us</a>	662.887.1240
Marvin Hawkins	Maintenance Supervisor	<a href="mailto:mhawkins@sunflower.k12.ms.us">mhawkins@sunflower.k12.ms.us</a>	662.887.4919
Ellen Griffin	Child Nutrition Supervisor	<a href="mailto:egriffin@sunflower.k12.ms.us">egriffin@sunflower.k12.ms.us</a>	662.884.1250
Li'Thesia Kent	District Testing Coordinator	<a href="mailto:lkent@sunflower.k12.ms.us">lkent@sunflower.k12.ms.us</a>	662.884.1200
Lillie Robey	Business Manager	<a href="mailto:lrobey@sunflower.k12.ms.us">lrobey@sunflower.k12.ms.us</a>	662.887.4919
Dr. Valerie Simpson	Director of Special Projects & Personnel	<a href="mailto:vsimpson@sunflower.k12.ms.us">vsimpson@sunflower.k12.ms.us</a>	662.887.4919
Jorgell Jones	Director of Curriculum & Instruction	<a href="mailto:jjones@sunflower.k12.ms.us">jjones@sunflower.k12.ms.us</a>	662.884.1200
Nicole Andrews	Interim Dir. of Exceptional Ed	<a href="mailto:nandrews@sunflower.k12.ms.us">nandrews@sunflower.k12.ms.us</a>	662.884.1200
Adoris Turner II	Public Relations Supervisor	<a href="mailto:aturner@sunflower.k12.ms.us">aturner@sunflower.k12.ms.us</a>	662.887.4919
Sylvester Washington	Technology Supervisor	<a href="mailto:sylwashington@sunflower.k12.ms.us">sylwashington@sunflower.k12.ms.us</a>	662.887.4919
Gared Watkins	Director of Organizational Support	<a href="mailto:gwatkins@sunflower.k12.ms.us">gwatkins@sunflower.k12.ms.us</a>	662.887.4919

**SCCSD Principals' Staff Directory**

School	Principal	Email	Phone
A.W. James Elementary	Barbara Akon	<a href="mailto:bakon@sunflower.k12.ms.us">bakon@sunflower.k12.ms.us</a>	662.745.8892
Carver Elementary	Julius Lucas	<a href="mailto:jlucas@sunflower.k12.ms.us">jlucas@sunflower.k12.ms.us</a>	662.884.1250
East Sunflower Elementary	Sawanda Washington	<a href="mailto:sawashington@sunflower.k12.ms.us">sawashington@sunflower.k12.ms.us</a>	662.569.3137
Gentry High	Randy Ball	<a href="mailto:rball@sunflower.k12.ms.us">rball@sunflower.k12.ms.us</a>	662.884.1240
Indianola Academic Achievement	Brenda Singleton	<a href="mailto:brendasingleton@sunflower.k12.ms.us">brendasingleton@sunflower.k12.ms.us</a>	662.884.1278
Indianola Career & Tech	Rosalind Johnson	<a href="mailto:rjohnson@sunflower.k12.ms.us">rjohnson@sunflower.k12.ms.us</a>	662.884.6000
Inverness Elementary	Khaliah Ransom	<a href="mailto:kransom@sunflower.k112.msu.us">kransom@sunflower.k112.msu.us</a>	662.265.5752
James C. Rosser Elementary	Angela Winters	<a href="mailto:awinters@sunflower.k12.ms.us">awinters@sunflower.k12.ms.us</a>	662.246.5395
Lockard Elementary	Daphne Heflin	<a href="mailto:dheflin@sunflower.k12.ms.us">dheflin@sunflower.k12.ms.us</a>	662.884.1260
Ruleville Central Elementary	Latosha Carroll	<a href="mailto:lcarroll@sunflower.k12.ms.us">lcarroll@sunflower.k12.ms.us</a>	662.756.4276
Drew Hunter Middle	Tony Young	<a href="mailto:tyoung@sunflower.k12.ms.us">tyoung@sunflower.k12.ms.us</a>	662.745.8940
Moorhead Middle	Tanya Rodges	<a href="mailto:trodges@sunflower.k12.ms.us">trodges@sunflower.k12.ms.us</a>	662.246.5680
Robert L. Merritt Junior High	Demond Radcliff	<a href="mailto:dradcliff@sunflower.k12.ms.us">dradcliff@sunflower.k12.ms.us</a>	662.884.1270
Ruleville Middle	Tommy Molden	<a href="mailto:tmolden@sunflower.k12.ms.us">tmolden@sunflower.k12.ms.us</a>	662.756.4698
Ruleville Central High	Dr. Cassandra Winters	<a href="mailto:cwinters@sunflower.k12.ms.us">cwinters@sunflower.k12.ms.us</a>	662.756.4757