



# Who to Contact when you have Questions or Concerns about issues in the Classroom, School or the TDSB

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Step One

## Classroom Teacher

If you have any questions or concerns, the first person to go to is your classroom teacher. The classroom teacher can help with:

- Any questions about the classroom
- Classroom rules and consequences
- Homework and assignments

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Step Two

## School Principal

If you would like more information or you have questions that are beyond the classroom, the school principal can help.

- Concerns about an individual school
- Student registration
- Student schedules
- Student suspensions
- Report card concerns
- Classroom concerns
- Code of Conduct
- Safety and security
- Budget and fundraising
- School Council

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Step Three

## School Superintendents

Superintendents are responsible for a Network of Schools. They support school staff and can be contacted if you have questions that have not been answered or for help with:

- Alternate attendance request
- Suspension appeals

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Step Four

## Trustees

Trustees are your elected community officials. They are available to help you with the following areas of the TDSB:

- Concerns about your community
- Ideas and suggestions for the Board
- Items on Board Agenda
- Board policies under review
- Board budget
- Collective bargaining

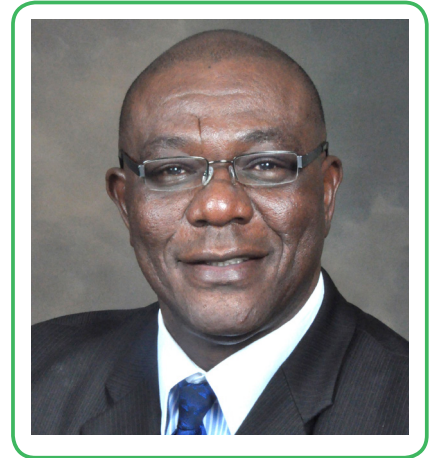
## Board Office

You can contact the Board Office directly for any questions or concerns related to:

- Continuing Education
- Night and summer school
- Adult education
- ESL
- Board documents

Phone: 416-397-3000 • Email: [GeneralInquiries@TDSB.on.ca](mailto:GeneralInquiries@TDSB.on.ca)

## Trustee David Smith



Your School Trustee  
 David Smith  
 Scarborough Centre - Ward 19 Schools  
 416-395-8787  
[David.Smith4@tdsb.on.ca](mailto:David.Smith4@tdsb.on.ca)

The Toronto District School Board is a large organization and it is my role as Trustee to ensure that your questions and concerns are addressed.

The first step to resolution begins with good conversation.

I will be hosting Ward Forum meetings throughout the year to discuss school events, opportunities and issues.

I am always eager to learn more about your local school successes, priorities and any challenges you are facing.

If you have something to share, or wish to speak with me directly, please do not hesitate to contact me.

Thank you for supporting public education!

David



Your School Superintendent  
 Shirley Chan  
 Learning Centre 3  
 416-396-9178  
[Shirley.Chan@tdsb.on.ca](mailto:Shirley.Chan@tdsb.on.ca)

**For more information:**  
 Visit [tdsb.on.ca](http://tdsb.on.ca) and read the Parent Concern Protocol.