



MMS Student Problem Reporting Flowchart

General Chain of Command

McPherson Middle School has an established chain of command for addressing questions and concerns that may arise during the school year. By following this process, we can ensure that the situation will be addressed with those closest to the issue(s).

Extracurricular Concerns: Coach/Advisor → Athletic Director (if applicable) → Principal → Superintendent

Classroom Concerns: Teacher → Counselor → Principal → Superintendent

Discipline Concerns: Teacher (if applicable) → Dean of Students → Principal → Superintendent

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Where did the problem occur?	
<i>Location</i>	<i>Report To</i>
Classroom	Teacher, Counselor if applicable
Cafeteria	Lunch Monitor
Bus	Bus Driver
Sporting Event/ Practice	Coach
Social Media	Police
Other	Nearest Adult

What type of problem is it?	
<i>Type of problem</i>	<i>Report To</i>
Academic	Teacher, Counselor if applicable
Personal issue, schedule, grief, conflict with friends or other students (hurt feelings, drama, etc.)	Counselor
Discipline issue (physical aggression, repeated bullying, tobacco, drugs, alcohol, weapons, etc.)	Dean of Students
Building issue	Principal
Sports	Athletic Director