CHANGE COLLECTIVE
KY

WHO DO I CONTACT?

A Step-by-Step Guide for Families

Start where you feel comfortable. You know your child best.

1



TEACHER

- Share observations and ask for support
- Example: classroom concerns, assignments, behavior, communication

Good first step.
They work with your child every day and can often help quickly.

2



COUNSELOR / SPECIAL ED / 504 COORDINATOR

- For additional support or school services
- Example: 504 Plan, interventions, accommodations

Great next step.
They can connect you to resources and explain options.

3



PRINCIPAL / ASSISTANT PRINCIPAL

- If the concern is not resolved
- Example: ongoing issues, safety, disciplinary actions

Take it up a level.
They can address building-wide issues and support solutions.

4



DISTRICT / DIRECTOR OF SPECIAL EDUCATION

- For issues that impact your child across schools or involve special education
- Example: placement, evaluation disputes, district policies

When the issue continues.
They oversee programs and can review concerns at the district level.

5



SCHOOL BOARD / OUTSIDE SUPPORT

- For concerns about districtwide policy or when you've tried other steps
- Example: policy changes, unresolved issues

Advocate & be heard.
Share your experience, attend meetings, and connect with community supports.

Tips for Success

- Stay calm and be clear.
- Write down dates, names, and what was said.
- Follow up in writing after important conversations.
- You are your child's best advocate.
- You are not alone—support is available.

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