

LOWER SCHOOL PARENT GO-TO GUIDE, 2016 – 2017

Where more than one person is listed under a heading you should approach the first listed person initially and then follow the list in order if you have not received the assistance that you need.

Admissions	Kristina Wilhelm	kwilhelm@holyspiritprep.org
	MaryLynn Llop	mllop@holyspiritprep.org
Athletics	Laura Linkous	llinkous@holyspiritprep.org
Attendance	Emily Maranville and student's classroom teacher	emaranville@holyspiritprep.org fristinitiallastname@holyspiritprep.org
Class Photos	Emily Maranville	emaranville@holyspiritprep.org
Classroom Communication	1. Student's classroom teacher	fristinitiallastname@holyspiritprep.org
	2. LS Student Success Team ¹	lowerschoolsst@holyspiritprep.org
Clubs and Extracurricular Activities	1. Club moderator	fristinitiallastname@holyspiritprep.org
	2. Peter Schultz	pschultz@holyspiritprep.org
School Communications	Tim Durski	tdurski@holyspiritprep.org
Contact Information	Karen Browning	kbrowning@holyspiritprep.org
	Emily Maranville	emaranville@holyspiritprep.org
Curriculum	1. Teacher	fristinitiallastname@holyspiritprep.org
	3. LS Student Success Team ¹	lowerschoolsst@holyspiritprep.org
Development		
<i>General</i>	Jen de Castro	jdecastro@holyspiritprep.org
<i>GOAL</i>	MaryLynn Llop	mllop@holyspiritprep.org
<i>Spring Gala</i>	Jen de Castro	jdecastro@holyspiritprep.org
Discipline	1. Teacher	fristinitiallastname@holyspiritprep.org
	2. Peter Schultz	pschultz@holyspiritprep.org
	3. Kyle Pietrantonio	kpietrantonio@holyspiritprep.org
Parents' Plus	Karen Browning	kbrowning@holyspiritprep.org
Extended School Program (ESP)	1. Emily Maranville	emaranville@holyspiritprep.org
	2. Judith Macharia/Kathy Nixon(morning drop-off)	jmacharia@holyspiritprep.org knixon@holyspiritprep.org
	3. Peter Schultz	pschultz@holyspiritprep.org
Facility	Peter Schultz	pschultz@holyspiritprep.org
Guidance	1. Donna Hayley	dhayley@holyspiritprep.org

¹ The Lower School Student Success Team (SST) is comprised of Kyle Pietrantonio, Linda Anthony, Peter Schultz, and Donna Hayley and grade level teachers.

	2. Linda Anthony	lanthony@holyspiritprep.org
Health	Joana Dutcher	jdutcher@holyspiritprep.org
Volunteer Opportunities	Vanessa Sciacchetano	vanessasmit@msn.com
Junior High Placement	1. Subject Teacher	fristinitiallastname@holyspiritprep.org
	2. Peter Schultz	pschultz@holyspiritprep.org
	4. Jocelyn Sotomayor	jsotomayor@holyspiritprep.org
Resource Center	1. Resource teacher	fristinitiallastname@holyspiritprep.org
	2. Donna Hayley	dhayley@holyspiritprep.org
	3. Linda Anthony	lanthony@holyspiritprep.org
Rumors		
<i>Classroom topic</i>	Teacher	fristinitiallastname@holyspiritprep.org
<i>Campus topic</i>	Peter Schultz	pschultz@holyspiritprep.org
<i>School topic</i>	Kyle Pietrantonio	kpietrantonio@holyspiritprep.org
Safety	1. Peter Schultz	pschultz@holyspiritprep.org
	2. Kyle Pietrantonio	kpietrantonio@holyspiritprep.org
School Policies and Procedures	1. Emily Maranville	emaranville@holyspiritprep.org
	2. Peter Schultz	pschultz@holyspiritprep.org
School Supplies	Emily Maranville	emaranville@holyspiritprep.org
Standardized Testing	Donna Hayley	dhayley@holyspiritprep.org
Student Experience	1. Teacher	fristinitiallastname@holyspiritprep.org
	2. LS Student Success Team ¹	lowerschoolsst@holyspiritprep.org
Tuition	Debora Brown	dbrown@holyspiritprep.org
Website	Tim Durski	tdurski@holyspiritprep.org