

## **FAMILY QUESTION PROTOCOL**

•	Assignments Homework Class Activities	$\Longrightarrow$	Contact Classroom Teacher by email (preferred), or note
•	Classroom Information Classroom & Student Behavior	<b>→</b> :	Start by contacting the <u>Classroom Teacher</u> for an appointment.  If further assistance is needed, contact  SFX Principal, Sharon Garcia: <u>sgarcia@sfxlg.org</u> to meet with the parent and teacher
•	PowerSchool	$\Rightarrow$	Contact Technology Coordinator, Amy Ryan aryan@sfxlg.org
•	Attendance Calendars Medical Records DirectorySpot Arrival/Dismissal Miscellaneous Questions	<b>—</b>	Contact Front Office Administrator, Mary Hoffman: <a href="mailto:mhoffman@sfxlg.org">mhoffman@sfxlg.org</a>
•	Protecting God's Children Re-registration of Current Families Virtus Compliance Student Records	$\rightarrow$	Contact School Secretary / Registrar, Peggy Evans: pevans@sfxlg.org
•	Tuition Fees Financial Aid Applications	$\rightarrow$	Contact Parish Accountant, Jane Bandyk, jbandyk@sfxlg.org
•	SFX Athletics Programs	$\longrightarrow$	Contact SFX Athletics Director, Tammy Bauer: sfxAD@sfxlg.org
•	New Family Admissions Parent Newsletter Publicity Social Media	$\Longrightarrow$	Contact Advancement Director, Mary Tassi: mtassi@sfxlg.org
•	Sacramental Programs	$\Longrightarrow$	Contact RE/Sacramental Director, Elis Guidice eguidice@sfxlg.org
•	BASE (Before & After School Program)	$\rightarrow$	Contact LaGrange Park District BASE Director Leanna Hartung: LeannaHartung@pdlg.org
1	Fundraising	<b></b>	Contact Office Assistant, Jeannie Grimes jgrimes@sfxlg.org
•	School Procedures Administrative Matters Policy Further assistance on any matters listed above	<b>→</b>	Contact SFX Principal, Sharon Garcia: sgarcia@sfxlg.org