

# Greencastle Elementary School Communication Chart

Who do I contact if I have questions or concerns about... ?

School phone number: (240) 740-1420

<u>Topic</u>	<u>Staff Member &amp; Role</u>	<u>Contact Information</u>
Classroom	Classroom Teacher	Each teacher's email address is available on our staff directory: <a href="https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx">https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx</a>
Student Absence	Emily Edwards Attendance Secretary	<a href="mailto:Emily_I_Edwards@mcpsmd.org">Emily_I_Edwards@mcpsmd.org</a>
Change of Dismissal Plans for Your Child	If known before the school day – write a note to classroom teacher	
	After start of school day and before 3:00 – main office	<a href="mailto:Emily_I_Edwards@mcpsmd.org">Emily_I_Edwards@mcpsmd.org</a> <a href="mailto:Linda_S_Kuhn@mcpsmd.org">Linda_S_Kuhn@mcpsmd.org</a>
MCPS Delayed Openings, Early Dismissals, or School Closure		MCPS Website <a href="https://www.montgomeryschoolsmd.org/">https://www.montgomeryschoolsmd.org/</a>
Health/Medication	Venus Henderson Health Tech	(240) 740-1425 <a href="mailto:Venus_N_Henderson@mcpsmd.org">Venus_N_Henderson@mcpsmd.org</a>
Bus Routes	MCPS Transportation Randolph Depot	(240) 740-2600 <a href="https://www.montgomeryschoolsmd.org/departments/transportation/depots/randolph.aspx">https://www.montgomeryschoolsmd.org/departments/transportation/depots/randolph.aspx</a>
Bus Behavior	Nia Benoit Assistant Principal	<a href="mailto:Nia_M_Benoit@mcpsmd.org">Nia_M_Benoit@mcpsmd.org</a>
Art, Music, PE, or Media	Appropriate specials' teacher	Each teacher's email address is available on our staff directory: <a href="https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx">https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx</a>
Lunch Account	Juan Herrera Cafeteria Manager	<a href="mailto:Juan_J_Herrera@mcpsmd.org">Juan_J_Herrera@mcpsmd.org</a> Add funds: <a href="https://www.myschoolbucks.com/ver2/login/getmain?requestAction=home">https://www.myschoolbucks.com/ver2/login/getmain?requestAction=home</a>
Social/Emotional Concerns	Clariss Brock Counselor	<a href="mailto:Clariss_A_Brock@mcpsmd.org">Clariss_A_Brock@mcpsmd.org</a> <a href="mailto:Raquel_Cooper@mcpsmd.org">Raquel_Cooper@mcpsmd.org</a>
	Rocky Wood Counselor	
	+ Classroom Teacher	Each teacher's email address is available on our staff directory: <a href="https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx">https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx</a>
General Curriculum	Classroom Teacher	Each teacher's email address is available on our staff directory: <a href="https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx">https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx</a>
Reading Curriculum NEW – Benchmark Advance	Karen Greene-Turner Reading Specialist	<a href="mailto:L_K_Greene-Turner@mcpsmd.org">L_K_Greene-Turner@mcpsmd.org</a>
Math Programs	Rachel Dance Math Content Coach	<a href="mailto:Rachel_A_Dance@mcpsmd.org">Rachel_A_Dance@mcpsmd.org</a>
Gifted & Talented Testing & Programs	Rachel Dance Gifted & Talented Liaison	<a href="mailto:Rachel_A_Dance@mcpsmd.org">Rachel_A_Dance@mcpsmd.org</a>
Classroom Tests	Classroom Teacher	Each teacher's email address is available on our staff directory: <a href="https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx">https://www.montgomeryschoolsmd.org/schools/greencastlees/staff/directory.aspx</a>
State or county assessments	Nia Benoit School Test Coordinator	<a href="mailto:Nia_M_Benoit@mcpsmd.org">Nia_M_Benoit@mcpsmd.org</a>

Special Education	Amie Wohlfarth Special Ed. Team Leader	<a href="mailto:Jessica_A_Wohlfarth@mcpsmd.org">Jessica_A_Wohlfarth@mcpsmd.org</a>
ESOL	Kaye Chisley & Meg Caines ESOL Teachers	<a href="mailto:Kaye_V_Chisley@mcpsmd.org">Kaye_V_Chisley@mcpsmd.org</a> <a href="mailto:Marguerite_Caines@mcpsmd.org">Marguerite_Caines@mcpsmd.org</a>
Community Supports	Leocadie Bader Parent Community Coordinator	<a href="mailto:Leocadie_A_Bader@mcpsmd.org">Leocadie_A_Bader@mcpsmd.org</a>
PEP	Stacy Bowker PEP Parent Educator	(240) 740-1426 <a href="mailto:Stacy_A_Watkins1@mcpsmd.org">Stacy_A_Watkins1@mcpsmd.org</a>
Linkages to Learning		(240) 740-1427