

<b>AREA OF CONCERN</b>	<b>1st Contact</b>	<b>2nd Contact</b>	<b>3rd Contact</b>
<b><u>Academics:</u></b>			
AP Coordinator	<a href="#">Becky Prima, Guidance Counselor</a>		
Curriculum	Classroom Teacher	Department Chair <a href="#">English - Michelle Yingling</a> <a href="#">Math - Karen Riggs</a> <a href="#">Science - Ashley Bryan</a> <a href="#">Social Studies - Sara Mehlretter</a> <a href="#">Theology - Jina Masters</a> <a href="#">World Languages - Carmen Ajo</a>	<a href="#">Lisa Varn, Assistant Principal</a>
Dual Enrollment	<a href="#">Guidance</a>	<a href="#">Cheriese Edwards, Vice Principal</a>	
Education Verification	<a href="#">Shirley Dominguez, Registrar</a>		
Florida Virtual Courses	<a href="#">Guidance</a>		
Honor Society Eligibility	Honor Society Moderator <a href="#">Art - Olivia Hall</a> <a href="#">Beta- Rebecca Merritt</a> <a href="#">English - Carleen Jerald</a> <a href="#">French - Nilda Armstrong</a> Hispanic - <a href="#">Math (Mu Alpha Theta) - Mark Lee</a> <a href="#">National Honor Society - Adriana Melillo</a> <a href="#">Social Studies (Rho Kappa) - Michael Staubitz</a> <a href="#">Science - Benjamin Corson</a> <a href="#">Theological Honor Society - Jina Masters</a> <a href="#">Thespian - Carlos Jordan</a>	<a href="#">Claire Harpole, Dean of Student Life</a>	
Issues in Class	Classroom Teacher	Department Chair	<a href="#">Cheriese Edwards, Vice Principal</a>
Probation	<a href="#">Cheriese Edwards, Vice Principal</a>		
Record Requests	<a href="#">Shirley Dominguez, Registrar</a>		

Report Cards	<a href="#">Parent Plus Portal</a>	<a href="#">Cheriese Edwards, Vice Principal</a>	
Scheduling	<a href="#">Guidance Counselor</a>	<a href="#">Cheriese Edwards, Vice Principal</a>	
Student low scores	Student	Classroom Teacher	<a href="#">Guidance</a>
Student Schedule	<a href="#">Guidance Counselor</a>	<a href="#">Cheriese Edwards, Vice Principal</a>	
Student GPA	<a href="#">Parent Plus Portal</a>	<a href="#">Guidance Counselor</a>	
Transcript Requests	<a href="#">Shirley Dominguez, Registrar</a>		
Textbooks	<a href="#">eCampus</a>	Classroom Teacher	<a href="#">Lisa Varn, Assistant Principal</a>
<b><u>Address/Demographic Changes</u></b>	<a href="#">Receptionist</a>		
<b><u>Advancement</u></b>	<a href="#">Sherry Copestick, Executive Director of Advancement</a>		
<b><u>Alumni Relations</u></b>	<a href="#">Courtney Frisch, Director of Constituent Relations &amp; Special Events</a>	<a href="#">Sherry Copestick, Executive Director of Advancement</a>	
<b><u>Assessments:</u></b>			
Formative	Classroom Teacher	<a href="#">Lisa Varn, Assistant Principal</a>	<a href="#">Cheriese Edwards, Vice Principal</a>
Standardized Test Scores/Data	<a href="#">Guidance Counselor</a>	<a href="#">Cheriese Edwards, Vice Principal</a>	
Summative	Classroom Teacher	<a href="#">Lisa Varn, Assistant Principal</a>	<a href="#">Cheriese Edwards, Vice Principal</a>
PSAT	<a href="#">Leslie Loanzon, Guidance Counselor</a>		
<b><u>Athletics:</u></b>			
Eligibility/Forms	TC website	Coach	<a href="#">Athletic Director- Don Dziagwa</a>
Game Schedules	TC website	Coach	<a href="#">Athletic Director- Don Dziagwa</a>
Scheduling Use of Athletic Facilities	<a href="#">Athletic Director- Don Dziagwa</a>		
Tickets to game	<a href="#">Athletic Director- Don Dziagwa</a>	<a href="#">Basil Spyridakos, Assistant Athletic Director</a>	

## Try-outs

Individual Coaches via email

Baseball	<a href="#">Paul Russo</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Boys Basketball/AD	<a href="#">Don Dziagwa</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Boys Lacrosse	<a href="#">Michael Gambrell</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Boys Soccer	<a href="#">Kevin McCarron</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Cheerleading	<a href="#">Julie Manzella</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Crew	<a href="#">Sarah Muller</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Cross Country	<a href="#">Phillip Robbins</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Crusaderette	<a href="#">Sue Johnson</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Flag Football	<a href="#">Benny Rodriguez</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Football	<a href="#">Jeris McIntyre</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Girls Basketball	<a href="#">Sheena Kee</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Girls Lacrosse	<a href="#">Pete Mastro</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Girls Soccer	<a href="#">Marco Salazar</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Golf	<a href="#">Scott Wallace</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Softball	<a href="#">Lisa Keys</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Strength and Conditioning	<a href="#">Brian Runger</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Swimming	<a href="#">Benjamin Felts</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Tennis	<a href="#">Marla Adams</a>	<a href="#">Athletic Director- Don Dziagwa</a>
Track & Field	TBD	<a href="#">Athletic Director- Don Dziagwa</a>
Volleyball	<a href="#">Whitney Witthun</a>	<a href="#">Athletic Director- Don Dziagwa</a>

## **Attendance:**

Child is sick	<a href="#">Receptionist</a> or call 813-870-0860, ext 500	<a href="#">Claire Harpole, Dean of Student Life</a>
Missed Homework	<a href="#">Canvas</a>	Classroom Teacher
Need to Sign out early	<a href="#">Receptionist</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Pre-Arranged absence	<a href="#">Receptionist</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Records	<a href="#">Shirley Dominguez, Registrar</a>	<a href="#">Claire Harpole, Dean of Student Life</a>

## **Bullying/Cyber Issues:**

Complaint Form	<a href="#">TC Cares</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
<b><u>Business Solicitations</u></b>	<a href="#">Sherry Copestick, Executive Director of Advancement</a>	<a href="#">Robert Lees, Principal</a>
<b><u>Cafeteria Concerns</u></b>	<a href="#">Lauren Vazquez, Cafeteria Manager</a>	
<b><u>Campus Ministry:</u></b>	<a href="#">Father Xavy Castro, Chaplain</a>	<a href="#">Brother Chris Burns, Director of Campus Ministry</a>
<b><u>Clubs:</u></b>		
Ambassadors	<a href="#">Missy Vivino</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Art	<a href="#">Olivia Hall</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Blessed Edmund Society of Tampa (Service)	<a href="#">Jina Masters</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Campus Ministry	<a href="#">Fr. Xavy Castro</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Drumline	<a href="#">Cole Bellamy</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
FBLA	<a href="#">Mark Lee</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
French Club	<a href="#">Nilda Armstrong</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Gardening	<a href="#">Seraphine Watson-Uva</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Glee	<a href="#">Carlos Jordan</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Green Locos (Spirit Club)	<a href="#">Victor Bague</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Homecoming Court	<a href="#">Shannon Norden</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
LIFE	<a href="#">Keith Aeschbach</a>	<a href="#">Claire Harpole, Dean of Student Life</a>

SHAPE	<a href="#">Jackie Wotasek</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Spanish Club	<a href="#">Mary Ellen Barragan</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
STEM	<a href="#">Ashley Bryan</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
TC Medical Pathfinders	<a href="#">Mark Jacim</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Theater TC/Talent Night	<a href="#">Carlos Jordan</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Yearbook	<a href="#">Jackie Wotasek</a>	<a href="#">Claire Harpole, Dean of Student Life</a>

**Counseling:**

College	<a href="#">Alexia Haldane, College Counselor</a>		
Community Support for families	<a href="#">Guidance</a>		
Emotional/Family Guidance	<a href="#">Guidance</a>	<a href="#">Angela Brinton, SCOPE</a>	
	<a href="#">A-G- Becky Prima</a>	<a href="#">H-P Leslie Loanzon</a>	<a href="#">Q-Z Mark Ventura</a>

**Crusader Hall and Conference Room:**

[Gloria Robb, Executive Assistant to the Principal](#)

**Custodial**

[Mike Beadle, Facilities Director](#)

**Discipline:**

In Classroom	Classroom Teacher	<a href="#">Ty Griffin, Asst. Dean of Students</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Dean's Detentions/Discipline Issues	<a href="#">Claire Harpole, Dean of Student Life</a>	<a href="#">Ty Griffin, Asst. Dean of Students</a>	

**Drug Testing:**

[Claire Harpole, Dean of Student Life](#)      [Robert Lees, Principal](#)

**Field Trips:**

Financial	Trip Organizer/Classroom Teacher	<a href="#">Tricia Fernans, Accounts Recievable</a>	
Scheduling	Trip Organizer/Classroom Teacher	<a href="#">Claire Harpole, Dean of Student Life</a>	
Concerns	Trip Organizer/Classroom Teacher	<a href="#">Claire Harpole, Dean of Student Life</a>	<a href="#">Cheriese Edwards, Vice Principal</a>

**Finance:**

FACTS enrollment [Diane Kalafut, Director of Finance](#)

**Tuition/Fees**

Tuition Inquiries [Diane Kalafut, Director of Finance](#) [Robert Lees, Principal](#)

Scholarships [Diane Kalafut, Director of Finance](#) [Robert Lees, Principal](#)

**Learning Lab:**

[Caroline Shugart](#)

**Parent Involvement:**

Carpool Database [Receptionist](#) [Cosmo Kunzelmann, Director of Admissions](#)

Crusader Parent Club (CPC) [Missy Vivino, Advancement and Annual Giving Coordinator](#) [Sherry Copestick, Executive Director of Advancement](#)

**Parent-Student-Teacher**

**Concerns** Classroom Teacher [Cheriese Edwards, Vice Principal](#)

**Registration:**

Admissions [Cosmo Kunzelmann, Director of Admissions](#) [Yasmeen Neuman, Assistant Director Admissions](#)

Entrance Exam [Cosmo Kunzelmann, Director of Admissions](#) [Yasmeen Neuman, Assistant Director Admissions](#)

Transcripts [Shirley Dominguez, Registrar](#)

**Safety:**

Emergency Drills [Claire Harpole, Dean of Student Life](#) [Robert Lees, Principal](#)

Campus Safety [Will McClain, Campus Safety Officer](#)

Raptor  
Message Pro

[Robert Lees, Principal](#)  
[Robert Lees, Principal](#)

[Stu Miller, IT Director](#)  
[Stu Miller, IT Director](#)

**Service Hours:**

Parent Opportunities

TC website

[Missy Vivino, Advancement and  
Annual Giving Coordinator](#)

Parent Volunteer Hours

[Missy Vivino, Advancement and  
Annual Giving Coordinator](#)

[Sherry Copestick, Executive  
Director of Advancement](#)

Service Hour Forms

[X2Vol](#)

[Ty Griffin, Asst. Dean of Students](#) Theology Teacher

Student Opportunities

[Jina Masters, Theology Chair](#)

[Ty Griffin, Asst. Dean of Students](#)

Student Records

[X2Vol](#)

[Ty Griffin, Asst. Dean of Students](#) [Jina Masters, Theology Chair](#)

**Student Government:**

Executive Committee	<a href="#">Maggie Verst</a>
Senior Class	<a href="#">Shannon Norden</a>
Junior Class	<a href="#">Garry Blessing</a>
Sophomore Class	<a href="#">Whitney Witthun</a>
Freshman Class	<a href="#">Max Cox</a>

**Student Life:**

Graduation	<a href="#">Claire Harpole, Dean of Student Life</a>	<a href="#">Bob Lees, Principal</a>
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**Student Support:**

SSP, IEP, 504, Accomodations	<a href="#">Christy Barba, Director of Student Support Services</a>	
Discipline Interventions	<a href="#">Christy Barba, Director of Student Support Services</a>	<a href="#">Claire Harpole, Dean of Student Life</a>
Math Tutoring	<a href="#">Caroline Shugart</a>	
Title 1 Services	<a href="#">Cheriese Edwards, Vice Principal</a>	

**Technology:**

Acceptable Use	<a href="#">Stu Miller, IT Director</a>	
Canvas	<a href="#">Stu Miller, IT Director</a>	<a href="#">Robert Lees, Principal</a>
Downloading/accessing books	<a href="#">eCampus Customer Service</a>	Classroom Teacher <a href="#">Lisa Varn, Assistant Principal</a>
iPad trouble shooting	<a href="#">IT Department</a>	
iPad repair	<a href="#">Ricardo Rojas, IT Assistant</a>	<a href="#">Stu Miller, IT Director</a>
Parent Plus Portal	<a href="#">Ricardo Rojas, IT Assistant</a>	<a href="#">Stu Miller, IT Director</a>
Social Media Abuse	<a href="#">Claire Harpole, Dean of Student Life</a>	

**Uniforms/Spirit Wear**

Uniforms	<a href="#">Risse Brothers</a>	4228 N. Armenia Avenue, Tampa, 33603	(813) 282-8338
Spirit Wear	<a href="#">BSN Sports</a>		1-800-749-3813