Whom to Contact

Type of Inquiry	Role / Title	Specifics for 2020-21
Unsure?	Student's Advisor	Various
Attendance Matter	Attendance Secretary	rebecca.martinez@cottonwoodclassical.org, ext. 209
Registration, Power School access, Records, Courses, Lottery	Registrar	jackie.geerts@cottonwoodclassical.org, ext. 124 or julie.green@cottonwoodclassical.org, ext. 125
Special Education	Director of Special Education	andrea.lopez@cottonwoodclassical.org, ext. 176
Billing or Payment	Business Office	cathy.gutierrez@cottonwoodclassical.org, ext. 123
Athletics & NMAA Activities	Athletics Director	christine.rigali@cottonwoodclassical.org, ext. 140
Activities & Events	Assistant Director	ray.wang@cottonwoodclassical.org, ext. 201
Safety/Security	Director of Student Safety, Security, & Wellness	christine.rigali@cottonwoodclassical.org, ext. 140
General Inquiries from Students & Families, Records, PowerSchool, Student Parking	Assistant to the Registrar/Admin Assistant	julie.green@cottonwoodclassical.org, front desk ext. 125
Minor Discipline Matter (detention, dress code violation, etc.)	Student's Advisor	Various
Major Discipline Matter (suspension, expulsion)	Assistant or Executive Director	ray.wang@cottonwoodclassical.org, ext. 201; or john.binnert@cottonwoodclassical.org, ext. 200

Other Student Life Issues	Assistant Director	ray.wang@cottonwoodclassical.org, ext. 201
Emotional Support	School Counselor	nancy.stafford@cottonwoodclassical.org, ext. 208. Google phone 505-633-4142
Emotional Support on an IEP	Social Worker	TBD
Health Issues/ Absences due to longer term health issues	Health Asst and or Nurse	marykay.hovda@cottonwoodclassical.org, jennifer.dennison@cottonwoodclassical.org 220
Concern about a Teacher	Executive Director	john.binnert@cottonwoodclassical.org, ext. 200
College & Career Counseling	College Counselor	jennifer.dryfoos@cottonwoodclassical.org, ext. 214
IB or Diploma Programme	IB Coordinator	meghan.lowe@cottonwoodclassical.org, ext. 210
Chromebooks or other devices, email access, or other technology issues	Support Form, then Technology Director	Support Form link (try this first) alejandro.torres@cottonwoodclassical.org, ext. 166
Standardized Assessments	Assessment Coordinator	patricia.spitz@cottonwoodclassical.org,ext. 172
Specific grade question or inquiry about a specific matter in a class	Have your child talk to the specific teacher first; if that doesn't work, contact student's advisor	Various
Support teachers, help with fundraising for daily activities;	Parent-Teacher Organization (PTO)	pto@cottonwoodclassical.org
Get involved in policy or feedback loop, discuss parent education ideas	Parent Advisory Council (PAC)	pac@cottonwoodclassical.org
Support large-scale initiatives, such as facilities improvements and major fundraising	CCPS Foundation	foundation@cottonwoodclassical.org

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