

| CONCERN | FIRST CONTACT | NEXT STEP | NEXT STEP |
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| My child doesn't understand homework requirements (trouble with assignments or work load, questions about a grade on an assignment). | Student's subject teacher(s) and/or advisor. | Subject Coordinators: Chinese: Hongli Holloman, hongli.holloman@wis.edu English: Nick Loewen, nicholas.loewen@wis.edu French: Anne Grelier, anne.grelier@wis.edu Humanities: Don Boehm, don.boehm@wis.edu Math: Gary Piligian, gary.piligian@wis.edu Performing Arts: Kerri Rambow, kerri.rambow@wis.edu PE: Joe Hannah, joe.hannah@wis.edu Science: Mike Jollimore, michael.jollimore@wis.edu Spanish: Ana Maria Nicolich, anamaria.nicolich@wis.edu TOK: Jan van de Riet, jan.vanderiet@wis.edu Visual Arts: Andrea Burk, andrea.burk@wis.edu | US Assistant Principals: Grades 9 & 10: Anne Leflot, anne.leflot@wis.edu , 202.243.1849 Grades 11 & 12: Elke Gannon, elke.gannon@wis.edu , 202.495.7338 |
| I would like to discuss my child's schedule. | US Assistant Principals: Grades 9 & 10: Anne Leflot, anne.leflot@wis.edu , 202.243.1849 Grades 11 & 12: Elke Gannon, elke.gannon@wis.edu , 202.495.7338 | US Principal: Sarah Polland, sarah.polland@wis.edu , 202.495.7335 | |
| I have questions about the classroom instruction or my child's progress. | Student's subject teacher(s) and/or advisor. | US Assistant Principals: Grades 9 & 10: Anne Leflot, anne.leflot@wis.edu , 202.243.1849 Grades 11 & 12: Elke Gannon, elke.gannon@wis.edu , 202.495.7338 | US Principal: Sarah Polland, sarah.polland@wis.edu , 202.495.7335 |
| My child needs additional learning support (testing for academic accommodations, structured study hall, etc.) | https://www.wis.edu/academics/upper-school/us-student-support | US Learning Specialist: Serena Campbell, serena.campbell@wis.edu , 202.495.7317 | |
| I'm concerned about my child's interaction with other students (bullying, feeling left out). | Contact your child's advisor. | US Counselor: Sara Sonsalla, sara.sonsalla@wis.edu , 202.243.1884 | US Assistant Principals: Grades 9 & 10: Anne Leflot, anne.leflot@wis.edu , 202.243.1849 Grades 11 & 12: Elke Gannon, elke.gannon@wis.edu , 202.495.7338 |
| I need more information about the IB Diploma Program (DP) (extended essay, IB exams). | IB DP Coordinator: Neil MacDonald, neil.macdonald@wis.edu Extended Essay Coordinator: Don Boehm, don.boehm@wis.edu | | |
| I would like to know more about the curriculum. | https://www.wis.edu/academics/upper-school | Director of Teaching and Learning, Grades 6-12: Carole Geneix, carole.geneix@wis.edu , 202.243.1824 | |
| I'd like to know more about language tutoring | Language Tutor Coordinator: Jan van de Riet, jan.vanderiet@wis.edu | US Assistant Principals: Grades 9 & 10: Anne Leflot, anne.leflot@wis.edu , 202.243.1849 Grades 11 & 12: Elke Gannon, elke.gannon@wis.edu , 202.495.7338 | |

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| <p>I'd like to know more about grade-level events and advisories</p> | <p>Student's advisor</p> | <p>Grade-level Coordinators: Grade 9: Guy Neal, guy.neal@wis.edu Grade 10: Nora Brennan, nora.brennan@wis.edu Grade 11: Natalie Denney, natalie.denney@wis.edu Grade 12: Anne Grelier, anne.grelier@wis.edu</p> | <p>US Assistant Principals: Grades 9 & 10: Anne Leflot, anne.leflot@wis.edu, 202.243.1849 Grades 11 & 12: Elke Gannon, elke.gannon@wis.edu, 202.495.7338</p> |
| <p>I need to know if my student is making the right course choices to prepare for college.</p> | <p>University Counselors: Pam Joos, pam.joos@wis.edu, 202.243.1845 Jo Tudge, joanna.tudge@wis.edu, 202.243.1683</p> | | |
| <p>Is my student on track with community service requirements?</p> | <p>CAS and Community Service Coordinator: Cathy Noon, cathy.noon@wis.edu</p> | | |
| <p>Where do I get information about the lunch program and inter-campus bus?</p> | <p>https://www.wis.edu/student-life/shuttle-bus AND https://www.wis.edu/student-life/lunch</p> | | |
| <p>My child will be absent or they need to leave early (not for illness).</p> | <p>US Administrative Assistant: Kaia Boe, kaia.boe@wis.edu, 202.243.1890</p> | | |
| <p>Can my student leave campus during the day (or other school rules)?</p> | <p>WIS Community Handbook</p> | <p>US Assistant Principals: Grades 9 & 10: Anne Leflot, anne.leflot@wis.edu, 202.243.1849 Grades 11 & 12: Elke Gannon, elke.gannon@wis.edu, 202.495.7338</p> | <p>Further clarification of rules and policies US Principal: Sarah Polland, sarah.polland@wis.edu, 202.495.7335</p> |
| <p>My child is sick (or other health-related issues).</p> | <p>MS/US Nurse Manager: Molly Foa, molly.foa@wis.edu, 202.495.7301 MS/US Nurse: Courtenay Begert, courtenay.begert@wis.edu, 202.495.7301</p> | | |
| <p>My child has a technical issue related to computer and/or network access.</p> | <p>Assistant Director of Academic Technology: Alex Smith, alex.smith@wis.edu</p> | <p>support@wis.edu</p> | <p>Director of Information Technology: Javid Majdi, javid.majdi@wis.edu</p> |
| <p>I'd like to know more about the athletics program.</p> | <p>https://www.wis.edu/athletics/overview</p> | <p>Athletics Director: Floreal Pedraza, floreal.pedraza@wis.edu, 202.243.1684</p> | |