

Routine Contact Information for Parents/Caregivers



Medford High School 2024-2025

Administration				
Principal	Marta Cabral	mcabral@medford.k12.ma.us	781-393-2301	2 nd floor, B Bldg.
Admin Asst to the Principal	Maria Arcieri	marcieri@medford.k12.ma.us	781-393-2325	2 nd floor, B Bldg.
MHS/MVTHS Main Office Admin Asst	Michael McLaughlin	mmclaughlin@medford.k12.ma.us	781-393-2345	2 nd floor, B Bldg.
Asst. Principal House S	David Blauch	dblauch@medford.k12.ma.us	781-393-2303	3 rd floor, C Bldg
Admin Asst House S	Karen DeAngelis	kdeangelis@medford.k12.ma.us	781-987-2598	3 rd floor, C Bldg
Asst. Principal House H	Partic Hamilton	phamilton@medford.k12.ma.us	781-393-2282	2 nd floor, C Bldg.
Admin Asst House H	Martha McCarthy	mmccarthy@medford.k12.ma.us	781-393-2285	2 nd floor, C Bldg.
Asst. Principal House M	Alyson MacDonald	amacdonald@medford.k12.ma.us	781-393-2251	1 st floor, C Bldg.
Admin Asst House M	Jane King	jking@medford.k12.ma.us	781-393-2245	1 st floor, C Bldg.
Vocational Director/Principal	Charles Fallon	cfallon@medford.k12.ma.us	781-393-2369	Voc office 2 nd floor
Assistant Principal	Sheila Freitas-Haley	sfreitashaley@medford.k12.ma.us	781-393-2335	
Vocational Admin Asst	Gina Citrano	ginacitrano@medford.k12.ma.us	781-393-2261	Voc office 2 nd floor
Guidance Department Staff				
Director of School Counseling and Behavioral Health	Stacey Schulman	sschulman@medford.k12.ma.us	781-393-2281	2 nd floor, C Bldg.
Admin Asst Guidance	Andree Pierre-Paul	apierrepaul@medford.k12.ma.us	781-393-2319	1 st floor, C Bldg.
School Counselor House M	Jason Nascimento	jnascimento@medford.k12.ma.us	781-393-2321	1 st floor, C Bldg.
School Counselor House M	Emily Winskowicz	ewinskowicz@medford.k12.ma.us	781-393-2255	1 st floor, C Bldg.
School Counselor House H	Megan Taylor	mtaylor@medford.k12.ma.us	781-393-2385	2 nd floor, C Bldg.
School Counselor House H	Krista Normandin	knormandin@medford.k12.ma.us	781-393-2302	2 nd floor, C Bldg.
School Counselor House S	Victoria Small	vsmall@medford.k12.ma.us	781-393-2376	3 rd floor, C Bldg.
School Counselor House S	Joel Menasha	jmenasha@medford.k12.ma.us	781-987-2602	3 rd floor C Bldg

Teacher emails: First letter of first name + Entire last name @medford.k12.ma.us (See above as examples)

· Preferred method of contacting teachers is via email, but parents may also call the main office and leave a message to be placed in the teacher's mailbox.

Who to contact and when...

<p>My child sees his/her teacher(s) when he/she...</p> <ul style="list-style-type: none"> • Doesn't understand a concept • Needs to come for extra help • Thinks the class is too easy or too hard • Wants to discuss grading policies • Is absent and needs to make up a test, quiz, or homework 	<p>Parents/Caregivers should contact their child's teacher(s) when...</p> <ul style="list-style-type: none"> • Their child has already spoken to their teacher(s) directly, yet the issue persists • After speaking with the teacher, if the issue persists, the next step would be to contact the Department Head (https://docs.google.com/document/d/1Ci6ZYu3c-Eq3EHfoLuZ5ENPOKfifPOEIGB9hXP_O8a4/edit?usp=sharing) for contact info)
<p>My child sees his/her School Counselor when he/she...</p> <ul style="list-style-type: none"> • Is in the midst of a crisis or is feeling overwhelmed • Needs some help talking to his/her friends or teachers • Has a question about his/her schedule • Has specific questions about college, career readiness, community service or the military 	<p>Parents/Caregivers should contact the School Counselor when their child is...</p> <ul style="list-style-type: none"> • Struggling socially or emotionally (in or out of school) • Struggling academically in more than one class and they have already discussed their concerns with the involved teacher(s) • Needing to update their Section 504 Accommodation Plan
<p>My child sees his/her House Asst. Principal's Administrative Assistant when he/she...</p> <ul style="list-style-type: none"> • Arrives late to school • Is being dismissed from school • Needs a locker • Has a question about attendance 	<p>Parents/Caregivers should contact the House Asst. Principal's Administrative Assistant when their child...</p> <ul style="list-style-type: none"> • Is going to arrive late to school, needs to be dismissed early, or is absent • Is absent from school for more than three days and needs to collect homework
<p>My child sees his/her House Asst. Principal when he/she...</p> <ul style="list-style-type: none"> • Has an attendance issue • Has a discipline issue (in or out of school) • Is the victim of bullying or harassment • Witnesses bullying and needs to report it • Is interested in the Peer Mentoring Program • Has a question related to MCAS 	<p>Parents/Caregivers should contact the House Asst. Principal when they...</p> <ul style="list-style-type: none"> • Have concerns over their child's attendance and/or discipline record • When they believe their child is a victim of bullying or harassment • Feel their child's Section 504 Accommodation Plan is not being followed • Has a question related to MCAS

*• Please check the **MHS website** weekly for **important updates, current events, and other information** (such as the district calendar, important events calendar, reporting bullying online, department/teacher information, lunch menus, athletic schedule, community service forms, employment permits/forms, bus schedules, School Committee contact info and Medford Family Network contact info).*

This is one of your best resources as a parent/caregiver: MHS website: mhs-mvths.mps02155.org

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Blog site to view for information about the schools: <http://www.mpsadvantage.education/>