

## 2022-2023 Primary Contacts Sheet

One of the main resources for our students and parents is the [FACTS Parent Portal](#). Please check yours regularly to keep current with lesson plans, grades, and calendar items. We will also be uploading many of the documents/forms that you need to the FACTS portal throughout the year for you to have quick and easy access. You may also download the FACTS Family App from the Apple app store or the Playstore.

The other avenue for information is our website ~ [www.friendshipchristian.net](http://www.friendshipchristian.net). We are currently updating/refreshing the website to keep the information current.

Please seek to contact the specific teacher/staff member teaching or directing your child first. If they do not respond or if your issue is not resolved, you may bring it to the attention of the administration.

Of course, you are always welcome to contact the head of school ~ Mr. McClain ~ with concerns or questions, but his availability is limited, so this document is intended to help you know who to contact with most questions or concerns to help you get a quick and correct response.

**The Office** ~ [fcsmail@friendshipchristian.net](mailto:fcsmail@friendshipchristian.net) ~ The office is our primary hub for information. This means they have many, many things that they are taking care of on a daily basis, so please try to find your answers through other avenues as much as possible before coming to them.

- Finances, Billing, Schedules, Enrollment/Reenrollment, Contacting Students during the school day, FACTS parent portal, Christian Service Hours, Senior Graduation materials and planning, dropping off forgotten lunches and items to be delivered to students, and much more

**Mrs. Joy Raley** ~ [jralley@friendshipchristian.net](mailto:jralley@friendshipchristian.net) ~ is our Elementary Principal. She oversees all Elementary teachers, classes, and students.

- Elementary classrooms, teachers, curriculum, discipline, field trips, schedules, etc
- All elementary issues

**Mrs. Ellen Olson** ~ [eolson@friendshipchristian.net](mailto:eolson@friendshipchristian.net) ~ is our Academic Principal. She primarily oversees all academic aspects for 6th-12th grades. She also works with Mrs. Raley

- Secondary classes, teachers, curriculum, schedule, transcripts, FACTS (lesson plans/grades)

**Mrs. Renee Hemric** ~ [rhemric@friendshipchristian.net](mailto:rhemric@friendshipchristian.net) ~ is the director of the Specialized Learning Center. She oversees academic success center pullout classes, tutorial study halls, and the Focused Learning Center.

~ Any issues concerning students in the Specialized Learning Center program

**Mr. Evan Brondyke** ~ [ebrondyke@friendshipchristian.net](mailto:ebrondyke@friendshipchristian.net) ~ is our Athletic Director. He oversees all coaches and teams.

~ Athletics: tryouts, practices, schedules, games, coaching concerns

**Miss Rebekah Boehme** ~ [rboehme@friendshipchristian.net](mailto:rboehme@friendshipchristian.net) ~ leads our Student Leadership group while also teaching science and English classes

- Student Leadership activities; voting for class officers; student service projects
- High school House System

**Mrs. Tammy Huskey** ~ [thuskey@friendshipchristian.net](mailto:thuskey@friendshipchristian.net) ~ leads our After Care program as well as teaching Bible classes, life skills classes, and helping oversee student counseling.

- Any aftercare issues
- If you feel that your student may need counseling

**Miss Ashley Huskey** ~ [ahuskey@friendshipchristian.net](mailto:ahuskey@friendshipchristian.net) ~ is our Communications Director and also leads our chapter of the National Honor Society and members while teaching Art and other classes

- NHS application, membership, induction, and projects
- Website, school social media/communications

**Miss April Howze** ~ [ahowze@friendshipchristian.net](mailto:ahowze@friendshipchristian.net) ~ leads our senior class, yearbook team, and directs our school play while also being our lead English teacher.

- Senior class trip, events, activities, purchasing a yearbook ad, school play tryouts, and cast

**Mrs. Carmen Frazier** ~ [cfrazier@friendshipchristian.net](mailto:cfrazier@friendshipchristian.net)

- 6th-12th grades girls dress code issues

**Mrs. Cara Harrison** ~ [charrison@friendshipchristian.net](mailto:charrison@friendshipchristian.net) ~ is our Cafeteria director.

- All lunchroom questions

## Discipline Issues

- All questions or concerns should be first directed to the person involved. If your child receives a discipline notice, please contact the teacher who gave the discipline first. Once you have discussed it with them, you may contact the administration ~ Elementary, contact Mrs. Raley; In 6th-12th grades, you may contact Mr. McClain.
- If it is a serious matter demanding more immediate attention, you may skip directly to Mrs. Raley or Mr. McClain.

Thank you for helping us be efficient stewards of the time and staff that God has blessed us with.