



# School Contact Guide

Please refer to this guide prior to communicating with School Faculty and Staff.

This will ensure you receive timely, relevant, and accurate responsiveness for your questions and concerns. You can always call our front desk at 512.351.3403.

Attendance, Pickup, Drop-off, & Early Pickup	Ariel Hobbs   Office Coordinator	a.hobbs@istexas.org
Student School Work, Behavior, Curriculum, & Student Development	Contact your child's Teacher first! If you are unable to get what you need, then contact your Division Head. Chad Hyatt   Head of Secondary Gené Racinkas   Head of Primary	c.hyatt@istexas.org g.racinkas@istexas.org
Social-Emotional Wellbeing	Francesca Bracho   School Counselor	f.bracho@istexas.org
Learning Differences & Toddler	Ashley Swindle   Dean of Teaching & Learning Claudia Goldberg   Learning Specialist	a.swindle@istexas.org c.goldberg@istexas.org
Facilities, Lunch Ordering, & Transportation	Charissa Bates   Director of Operations Laura Woolsey   Office Manager	c.bates@istexas.org l.woolsey@istexas.org
Athletics & Activities	Justin Mulloy   Director of Athletics & Activities	j.mulloy@istexas.org
Enrollment & Records	Sara Solomon   Director of Admission & Enrollment	s.solomon@istexas.org
Student Health & Wellness	Bethany Reed   Nurse & Wellness Coordinator	b.reed@istexas.org
Fundraising, Development, & Volunteering	Sumaya Saati   Director of Development & Community Engagement	s.saati@istexas.org
Tuition, Fees, & Finances	Brandy Hoopaugh   Chief Business Officer Ashley Chivington   HR Specialist & Accountant	b.hoopaugh@istexas.org a.chivington@istexas.org
Uniforms, Communications & Media Inquiries	Corey Gayheart   Director of Communications & Marketing	c.gayheart@istexas.org
Technology & Veracross	Bach Ngo   IT Systems Administrator	b.ngo@istexas.org
Head of School	Brian Couch   Head of School	b.couch@istexas.org