



St. Francis Xavier at a Glance

Morning Drop Off

Front Gates Open: 7:50 am
Early Bird Drop Off: 7:30 am (Enter through the Front Office)
School Begins: 8:05 am

Dismissal Monday – Thursday

PS 2:40 pm, K - 3rd 2:50 pm, 4th - 8th 3:00 pm

Dismissal on Friday

PS 12:40 pm, K - 3rd 12:50 pm, 4th - 8th 1:00 pm

Preschool Drop-off & Pick-up are from the classrooms each day
Every Friday is Spirit Shirt Day
The SCRIP Office is open on Tuesday, Thursday and Friday

I've got a question...Who do I call?

Academic & Enrichment Programs	Mandi Jemsek	mandi.jemsek@sfxphx.org	602-266-5364 ext: 4560
Admissions Director	Lisa Appelbe	lisa.appelbe@sfxphx.org	602-266-5364 ext: 4557
After School Care	Aundrea Yabo-Ramirez	aundrea.yabo-ramirez@sfxphx.org	602-266-5364 ext: 4561
Counselors	Giovanna McDermott Cindy Kaul	giovanna.mcdermott@sfxphx.org cindy.kaul@sfxphx.org	602-266-5364 ext. 4564
Cura Personalis	Patti Thoeny	patti.thoeny@sfxphx.org	602-266-5364 ext: 4536
Development Director	Anne Sanford	anne.sanford@sfxphx.org	602-266-5364 ext: 4555
Educational Resource Specialist	Sue Milano	sue.milano@sfxphx.org	602-266-5364 ext: 4133
Facilities & School Operations	Sharon Katzin	sharon.katzin@sfxphx.org	602-266-5364 ext: 4150
Gradelink	Rose Trousdale	rose.trousdale@sfxphx.org	602-266-5364
Lunch Orders	Rose Trousdale	rose.trousdale@sfxphx.org	602-266-5364
Marketing/Website/Social Media	Mary Patterson	mary.patterson@sfxphx.org	602-266-5364 ext: 4107
Nurses	Susan Kaiser Barbara Combs	susan.kaiser@sfxphx.org barbara.combs@sfxphx.org	602-266-5364 ext. 4556
Parent Association	Janey Henze Cook	janey@henzecoockmurphy.com	Email Only
School Absence	Call main number	Press 1 to report an absence	602-266-5364
School Liturgy & Sacraments	Deborah Westerfield	deborah.westerfield@sfxphx.org	602-266-5364 ext. 4565
SCRIP	Emily McLaughlin	scrip4u@sfxphx.org	602-266-5364 ext: 4558
School Sports	Angie Vecchiarelli	angie.vecchiarelli@sfxphx.org	602-266-5364 ext: 4110
Tech Coordinator	Matt Rubin	matt.rubin@sfxphx.org	602-266-5364 ext: 4559
Technology - Educational	Laura Ray	laura.ray@sfxphx.org	602-266-5364 ext: 4103
Tuition/Scholarship	Aundrea Yabo-Ramirez	aundrea.yabo-ramirez@sfxphx.org	602-266-5364 ext: 4561