



# WASHINGTON LATIN

## KEY CONTACT INFORMATION 2019-20

### Senior Leadership & Administration

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Kate Cromwell	Director of Development and Communications	<a href="mailto:kcromwell@latinpcs.org">kcromwell@latinpcs.org</a>
Martita Fleming	Director of Operations	<a href="mailto:mflaming@latinpcs.org">mflaming@latinpcs.org</a>
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	Bob Eleby-El	Director of Athletics	<a href="mailto:belebyel@latinpcs.org">belebyel@latinpcs.org</a>
	Carl Lyon	Director of Information Technology	<a href="mailto:clyon@latinpcs.org">clyon@latinpcs.org</a>
	Crystal Eleby-El	Director of Admissions	<a href="mailto:celebyel@latinpcs.org">celebyel@latinpcs.org</a>
	Crys Latham	Director of College Counseling	<a href="mailto:clatham@latinpcs.org">clatham@latinpcs.org</a>
	Caroline Coleman	Coordinator, MAGIS Program	<a href="mailto:cacoleman@latinpcs.org">cacoleman@latinpcs.org</a>
Attendance - Report an absence	Carenda Nunn	Registrar	<a href="mailto:attendance@latinpcs.org">attendance@latinpcs.org</a>
Metro - Get a Kids Ride Free card	Carenda Nunn	Registrar	<a href="mailto:cunn@latinpcs.org">cunn@latinpcs.org</a>
Enrollment and Records – Transcripts, enrollment forms	Carenda Nunn	Registrar	<a href="mailto:enrollment@latinpcs.org">enrollment@latinpcs.org</a>
Communications - Update contact information	Dena Kolb	Director of Community Partnerships	<a href="mailto:communication@latinpcs.org">communication@latinpcs.org</a>
Student Support - special education, 504s, etc.	Aryn Davis	Director of Student Support Services	<a href="mailto:ardavis@latinpcs.org">ardavis@latinpcs.org</a>
Mental health issues, counseling	Aryn Davis	Director of Student Support Services	<a href="mailto:ardavis@latinpcs.org">ardavis@latinpcs.org</a>
Volunteer & Parent-Faculty Association	Kate Cromwell	Director of Development and Communications	<a href="mailto:Kcromwell@latinpcs.org">Kcromwell@latinpcs.org</a>
Parent Faculty Association and Volunteering	Jennifer Thorpe- Lewis	President of PFA	<a href="mailto:papresident@latinpcs.org">papresident@latinpcs.org</a>

Washington Latin web site, social media	Kate Cromwell	Director of Development and Communications	<a href="mailto:kcromwell@latinpcs.org">kcromwell@latinpcs.org</a>
Parent socials and events (including parent book clubs)	Kate Cromwell	Director of Development and Communications	<a href="mailto:kcromwell@latinpcs.org">kcromwell@latinpcs.org</a>
Donations, Latin Pride, Bacchanalia	Kate Cromwell	Director of Development and Communications	<a href="mailto:kcromwell@latinpcs.org">kcromwell@latinpcs.org</a>
Communications - School mailings, emails, texts (Legenda, DeFacto, weather closings)	Kate Cromwell or Dena Kolb	Director of Community Partnerships	<a href="mailto:dkolb@latinpcs.org">dkolb@latinpcs.org</a>
Field trips – payments, medications to send, permissions	Dena Kolb	Director of Community Partnerships	<a href="mailto:dkolb@latinpcs.org">dkolb@latinpcs.org</a>
School Store (including used uniforms & patches)	Dena Kolb	Director of Community Partnerships	<a href="mailto:development@latinpcs.org">development@latinpcs.org</a>
After school program - MAGIS	Caroline Coleman	Coordinator, MAGIS Program	<a href="mailto:cacoleman@latinpcs.org">cacoleman@latinpcs.org</a>
Bus Service	Martita Fleming	Director of Operations	<a href="mailto:mflaming@latinpcs.org">mflaming@latinpcs.org</a>
Pay school fees (lunch, bus, etc.)	Martita Fleming	Director of Operations	<a href="mailto:mflaming@latinpcs.org">mflaming@latinpcs.org</a>
Free & Reduced Lunch, financial aid	Martita Fleming	Director of Operations	<a href="mailto:mflaming@latinpcs.org">mflaming@latinpcs.org</a>