

WHAT SHOULD I DO IF I HAVE A QUESTION ABOUT...?

MY HALL LOCKER? Report to Mr. Greer's office.

THE BUS OR TRANSPORTATION? See Mr. Ken Kaufman (kkaufman@cathedral-irish.org; phone: 968-7302)



MISPLACED ITEMS OR MATERIALS? Check the lost and found located near Mrs. Casey's office.

FORGOTTEN LUNCH MONEY OR ITEMS FROM HOME? Please come to front office.

GRADES: Talk with the teacher of the class if there is a problem.

GETTING ALONG WITH OTHER PEOPLE: See your counselor.

BEING ABSENT FROM SCHOOL? Your parent/guardian should call the Attendance Secretary (542-1481) or Voice Mail (543-4942) – when the system answers, press #1 and leave a message before 9:00 a.m. each day of your absence.

SCHOOL WORK MISSED BECAUSE OF ABSENCE? Making up missed work is your responsibility. You can check on missed assignments on-line by going to the Cathedral website (www.cathedral-irish.org), clicking on your teacher's website, and then looking for the assignment for the proper class. You may also call one or two students in that class (their phone numbers are in the Blue Book) and arrange to get notes, etc. If you are going to be absent for several days and you know of it ahead of schedule, please get the assignments in advance from the teachers so that you are caught up when you return.



DENTAL OR DOCTOR APPOINTMENT? Please bring a note in to the front desk (give it to Mrs. Keough or to Mrs. Casey) early in the morning of the day of the appointment. A dismissal pass will be given to you for the proper time. Bring a note from the doctor or dentist when you return to school.



ATHLETICS? See:

- ♣ Mr. Terry L. Fox, Director of Athletics – tlfax@cathedral-irish.org or 968-7338), or
- ♣ Andy Christensen, Assistant Director of Athletics – achristensen@cathedral-irish.org or 968-7374); or
- ♣ Mrs. Maureen Sullivan, Administrative Assistant in the Athletic Office – msullivan@cathedral-irish.org or 968-7314).

The Athletic Office is located in the Robert V. Welch Student Activity Center, on the balcony level.

ADDRESS CHANGE? See or call Mrs. Susie Thornburg, the Registrar, at 968-7324 or at sthornburg@cathedral-irish.org

EMAIL CHANGE? It is very important to keep your email address(es) up to date since they are used for frequent letters to all parents from Mr. Worland and for communication from teachers. If you have a change in email address, please notify Sr. Lynne Matteson (Mr. Worland's Administrative Assistant) at smatteson@cathedral-irish.org

THE BAND? See Mrs. Kathy McCullough.

SCHOLARSHIP INFORMATION? See your counselor.

SHADOWING? Call Ms. Erin Reardon (317/968-7368)

SUMMER SCHOOL? Call Mrs. Eileen Egan (968-7371; eeagan@cathedral-irish.org) in the Vice Principal for Academic Affairs Office. (The Vice Principal for Academic Affairs is Mrs. Lisa Ford.)

THE THEATRE? Call Mr. Terry F. Fox (968-7334) or tffox@cathedral-irish.org

TRANSCRIPTS? Call or see Mrs. Susie Thornburg, Registrar, at 968-7324 or at sthornburg@cathedral-irish.org

TUITION INQUIRIES? Call the Business Office and ask for Mrs. Belinda Speck (Business Manager) at 698-7315 or at bspeck@cathedral-irish.org

WORK PERMIT? See Mr. Tom Greer, Vice Principal for Student Affairs, in the Main Office.

JOINING OR STARTING A NEW CLUB? See Mr. Tom Greer, Vice Principal for Student Affairs, at 968-7309 or tgreer@cathedral-irish.org

LOST AND FOUND? Report to Mr. Greer in the Front Office

PARKING ISSUES? See Mr. Greer

