



CRANSTON HIGH SCHOOL EAST

Parents' Quick Reference

Procedures for Communication: Who to call when...

Call the Main Office (270-8126) when... • Your child will not be in school because of illness • You have a question about school lunch forms • You want to leave a message for your child	Call or e-mail your child's guidance counselor (270-8123) when... • You have concerns about your child's adjustment or school performance • You have a question about your child's schedule or course selections • You want to request homework assignments for your child because of illness • You want to discuss standardized test scores • You have questions about your child's status in regards to credits or graduation requirements • You want to discuss credit recovery • You have questions about post-secondary planning Guidance Counselors: • Mr. Thomas Centore tcentore@cpsed.net • Mrs. Leslie Conley lconley@cpsed.net • Mrs. Linda Remick lremick@cpsed.net • Mrs. Connie Parsons cparsons@cpsed.net • Ms. Risca Goldman rgoldman@cpsed.net • Mrs. Jodi Murphy jmurphy@cpsed.net • Ms. Lisa Ventetuolo lventetuolo@cpsed.net
Call Food Service Aramark (270-6069) when... • You have questions about free or reduced lunch status or account balances • Lunch menus and applications are available at: lunch application-English & Spanish	
Call or e-mail your child's teacher (270-8126) when... • You have a question about your child's grade • You have a question about your child's assignment • You have a question about a teacher assigned detention • You have a question about an in-class incident	
Call or e-mail a Department Chair (270-8126) when... • You have curriculum questions • You are concerned about the actions of a teacher and have found that direct contact was non-productive	
Call (270-8123) or e-mail (khitchings@cpsed.net) the Assistant Principal of Academic Affairs, Mrs. Hitchings, when... • You have concerns that were not satisfactorily addressed by your child's guidance counselors • You have questions about credits earned at East or received from another school	Call (270-8126) or e-mail the Assistant Principal for Special and Related Services, (jkopecsky@cpsed.net) when... • You have questions or concerns regarding your child's Individual Educational Plan (IEP) implementation that were not satisfactorily answered by your child's case manager
Call the Office of Student Services (270-8122) or e-mail an Assistant Principal (Mr. DePalma, pdepalma@cpsed.net Mrs. Tejada, itejada@cpsed.net, Ms. Ward, kward@cpsed.net) when... • You want to be proactive regarding a potential peer conflict • You have a question about an assigned office detention or suspension • You want to report a bullying incident • You have a concern about the action of a teacher that has not been responded to satisfactorily by the Department Head • You have a question about an attendance matter • You have questions about school policy	
	Call (270-8124) or e-mail the Athletic Director, Mr. Traficante (mtraficante@cpsed.net) when... • You want to contact a coach directly • You have a question about interscholastic athletics and events • You have questions about eligibility
	Call (270-8127) or e-mail the school nurse, Mrs. Walsh (270-8121) swalsh@cpsed.net when... • Your child has a medical condition that the school needs to be aware of • You have questions about health records

• You have questions about a student's financial obligations • You want to speak to the School Resource Officer	Call (270-8126) or email (tbarbieri@cpsed.net)the Principal, Mr. Barbieri, when • You have a suggestion that may improve the school • You have concerns that have not been responded to your satisfaction by the appropriate staff
If you need to change your address, please complete a residency change form. This can be found on the main webpage CPSSED.NET under the "Community" tab under the "Registration" or by visiting the link Change of address	