WHO TO CONTACT AT BENCHMARK WHEN (MS edition)			
SITUATION	OFFICE: Staff Member	PHONE: 610-565-3741	EMAIL: fullname@benchmarkschool.org
I need to inform the school about attendance, arrival/ dismissal, busing, or transportation changes	FRONT OFFICE: Mr. Paul Kabara	Ext. 100	mainoffice@benchmarkschool.org
My child is sick today or I have a health-related question or concern	NURSES OFFICE: Mrs. Marie Schueren	Ext. 108	marieschueren@benchmarkschool.org
My child is experiencing anxiety about a school-related issue	CHILD & FAMILY SUPPORT SERVICES: Dr. Adam Lemisch	Ext. 161	adamlemisch@benchmarkschool.org
I have a question about the lunch program	MENUS available at <a href="http://brockcafe.com/benchmark/">http://brockcafe.com/benchmark/</a> COMMUNICATION through the Front Office		
My child is struggling academically in a particular class	MENTOR or TEACHER: Refer to your child's schedule for each teacher	Benchmark staff email addresses are: fullname@benchmarkschool.org (eg, "joesmith@benchmarkschool.org")	
My child is struggling to form or maintain a productive relationship with a teacher	MIDDLE SCHOOL HEAD: Dr. Eric MacDonald	Ext. 166	ericmacdonald@benchmarkschool.org
My child is in 8th grade and we are preparing our next steps	TRANSITION COUNSELOR: Mrs. Jesse Crowding	Ext. 169	jessecrowding@benchmarkschool.org
I have forms that I would like specific staff members to complete	MAIN OFFICE: Ms. Faith Cost - (responsible for distribution of <b>all</b> forms)	Ext. 104	faithcost@benchmarkschool.org
My child is struggling with a technology platform or hardware issue	For access to the ALMA GRADEBOOK or BENCHMARK WEBSITE: Ms. Faith Cost	Ext. 104	faithcost@benchmarkschool.org
	For MACBOOK ISSUE or related HARDWARE: Mr. Michael Rogers or Mr. Taylor Dunn	Ext. 147	helpdesk@benchmarkschool.org