

BURROUGHS

JOHN BURROUGHS SCHOOL

755 SOUTH PRICE ROAD • ST. LOUIS, MO • 63124 • JBURROUGHS.ORG

For answers to your questions

If you have a question and are unsure about whom to call, it is often easiest to start with one of the principals, and he/she will direct you. And don't forget the Student-Parent Handbook, which contains most school policies and practices. Meanwhile, here are contacts for frequently asked questions

- **Questions about school philosophy or policy**
Contact Andy Abbott, head of school, at 314/993-4040, ext. 282, or aabbott@jburroughs.org
- **Questions about the academic program**
Macon Finley, director of academics and assistant head of school, at 314/993-4040, ext. 325, or mfinley@jburroughs.org
- **Primary contact to whom you can take questions concerning your child**
Your child's advisor at the phone number/e-mail listed online and in the back of the Buzz Book
- **General questions about your child or his/her schedule**
Julie Harris, principal for grades 7 and 8, at 314/993-4040, ext. 219, or jharris@jburroughs.org
Scott Deken, principal for grades 9 and 10, at 314/993-4040, ext. 326, or sdeken@jburroughs.org
Chris Front, principal for grades 11 and 12, at 314/993-4040, ext. 349, or cfront@jburroughs.org
- **Specific questions about a particular class or athletic team**
Your child's teacher or coach at the phone number/e-mail listed online and in the back of the Buzz Book
- **Unusual absence for your child that may not be excused, such as family travel**
The appropriate principal
- **Absence that will be excused (e.g., a doctor's appointment) or to report your child absent or late**
Before 7:45 a.m., call 314/993-4045, press 0, and leave a message
After 7:45 a.m., call 314/993-4040 and speak with the receptionist
- **Homework information if your child is ill**
Your child's teachers (phone number/e-mail listed online and in the back of the Buzz Book)
- **To get a message to your child during the school day**
The receptionist at 314/993-4040
- **Questions about athletic program or to have your child excused for an extended time from physical education or athletics**
Peter Tasker, athletic director, at 314/993-4040, ext. 217, or ptasker@jburroughs.org
- **Athletic schedules**
JBS website (www.jburroughs.org) and click on "Athletics"
- **Questions about the curriculum in a specific subject**
Department chair as listed online and in the Buzz Book
- **Health concerns**
Casie Tomlinson, school nurse, at 314/993-4040, ext. 209, or ctomlin@jburroughs.org
- **The week's events on campus**
Burroughs website (www.jburroughs.org) and click on "Calendars"
- **Questions about parenting or personal counseling for your child**
Jennifer Jones, director of wellness and personal counseling/counselor for grades 8, 10 and 12, at 314/993-4040, ext. 323, or jjones@jburroughs.org
Sally Kilbride, counselor for grades 7, 9 and 11, at 314/993-4040, ext. 317, or skilbride@jburroughs.org
Prue Gershman, Family Network liaison, at 314/993-4040, ext. 312, or pgersh@jburroughs.org

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- Questions about special learning needs or about the services provided by the academic support department
Paul Knight, chair of the academic support department, at 314/993-4040, ext. 336, or pknight@jburroughs.org
- College counseling
Nanette Tarbouni, director of college counseling, at 314/993-4040, ext. 281, or ntarbouni@jburroughs.org
- Library resources available to students and parents
Linda Mercer, library chair, at 314/993-4040, ext. 238, or lmercerc@jburroughs.org
- Diversity initiatives, policies or programs
Daniel Harris, director of diversity and multi-cultural education, at 314/993-4040, ext. 221, or dharris@jburroughs.org
- Community service program
Rachael Barnes, faculty sponsor of the Montgomery Plan, at 314/993-4040, ext. 335, or rbarnes@jburroughs.org
- Questions about bills, payments or re-enrollment
Laura Placio, business manager, at 314/993-4040, ext. 235, or lplacio@jburroughs.org
- Questions about admissions or tuition aid
Caroline LaVigne, director of admissions and tuition aid, at 314/993-4040, ext. 227, or clavigne@jburroughs.org
- Parking or the use of facilities
Ed Philipp, director of plant operations, at 314/993-4040, ext. 444, or ephilipp@jburroughs.org
- Food services for a meeting or special event
Shelli Pate, Sage Food Services, at 314/993-4040, ext. 243, or sage@jburroughs.org
- School lunches
Laura Placio, business manager, at 314/993-4040, ext. 235, or lplacio@jburroughs.org
- Annual Giving and fund raising
Lane O'Shea, director of development and alumni programs, at 314/993-4040, ext. 256, or loshea@jburroughs.org
- School publicity, special events or communications (including the website)
Ellen Bremner, director of communications and community relations, at 314/993-4040, ext. 355, or ebremner@jburroughs.org
- Parent involvement/volunteering at the school
Jeanne Mulligan, president of the Parents Council, at 314/799-8000 or jmulligans@aol.com
- Questions that do not fit into any of these categories
jbassist@jburroughs.org