

# THE SUSAN B. ANTHONY ACADEMY – I.S. 238

88-15 182<sup>ND</sup> STREET, HOLLIS, NY 11423

TEL: 718-297-9821 FAX: 718-658-5288 [www.IS238.com](http://www.IS238.com)

PETER LEDDY, PRINCIPAL

RITA BAFFOUR, ASSISTANT PRINCIPAL

CHRIS GAILAS, ASSISTANT PRINCIPAL

CANDETTE NOVITSKY, ASSISTANT PRINCIPAL

KRISTEN ROWLAND, ASSISTANT PRINCIPAL

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## Visitor Procedure Changes

Due to the COVID-19 Restrictions, visitor policies have been changed. In an effort to create a safer environment, we will be conducting most services through email and telephone. Please see below for information regarding various topics.

Enrollment: If you would like to enroll your child at I.S. 238 please email Ms. Monroe, the pupil accounting secretary at [SMonroe2@schools.nyc.gov](mailto:SMonroe2@schools.nyc.gov)

Parent Coordinator: If you need assistance from our Parent Coordinator, Ms. Boone, please email her at [JBoone3@schools.nyc.gov](mailto:JBoone3@schools.nyc.gov)

NYC Schools Account: If you need assistance with your NYC Schools Account, please email Ms. McManus at [LMcManus8@schools.nyc.gov](mailto:LMcManus8@schools.nyc.gov)

Technology Issues: If you are having problems with your Ipad or other electronic device, please email Ms. Pryce at [SMorrisPryce@schools.nyc.gov](mailto:SMorrisPryce@schools.nyc.gov)

If you are having a problem with your child's schedule, please email Mr. Gailas at [CGailas@schools.nyc.gov](mailto:CGailas@schools.nyc.gov)

If you are having trouble contacting your child's teacher. Please contact one of the Assistant Principals below:

Math/Arts	Ms. Novitsky	<a href="mailto:CNovits@schools.nyc.gov">CNovits@schools.nyc.gov</a>
ELA/Social Studies	Ms. Baffour	<a href="mailto:RBaffou@schools.nyc.gov">RBaffou@schools.nyc.gov</a>
Science/Phys Ed	Mr. Gailas	<a href="mailto:CGailas@schools.nyc.gov">CGailas@schools.nyc.gov</a>
Special Education	Ms. Rowland	<a href="mailto:KVolona@schools.nyc.gov">KVolona@schools.nyc.gov</a>

Guidance Counselors:

Ms. Manucuso	<a href="mailto:AMancuso4@schools.nyc.gov">AMancuso4@schools.nyc.gov</a>
Mr. Moncion	<a href="mailto:GMoncion@schools.nyc.gov">GMoncion@schools.nyc.gov</a>

Deans

6 <sup>th</sup> Grade	Mr. Miale	<a href="mailto:FMiale@schools.nyc.gov">FMiale@schools.nyc.gov</a>
7 <sup>th</sup> Grade	Ms. Bramwell	<a href="mailto:NBramwell@schools.nyc.gov">NBramwell@schools.nyc.gov</a>
8 <sup>th</sup> Grade	Mr. LaDouceur	<a href="mailto:DLadouceur@schools.nyc.gov">DLadouceur@schools.nyc.gov</a>

It is very important to routinely check the school website every day for important updates. The website is [www.IS238.com](http://www.IS238.com)

All parents must register and activate their NYC Schools Account (NYCSA). We will not be able to respond to inquiries from personal emails to protect the privacy and confidentiality of our students. All NYC Department of Education communications will be sent to the parents through this account.