



2024-2025 Staff Guide

This guide is intended to help you navigate who to connect with for a variety of reasons. If you are unsure, you can always reach out to the main office, and they can direct you.

Heidi Gallus, Principal • Day-to-Day Operations • K-4 Students & Staff • K-4 Discipline • Curriculum Coordinator	Ben Sartori, Assistant Principal • Middle Level Students & Staff • Middle Level Sports • Middle Level Discipline • Dress Code
Kate Firnstahl, Director of Student Services • Reading & Math Services • Exceptional Learner Services • Counseling Services • Services Provided by STMA • Student StEP Plans (our version of IEP)	Melissa Schlafke, Director of School Programs • Preschool • Kids Club • After School Enrichment
Melissa Zachman, Director of Catholic Identity • Liturgical Celebrations • Sacramental Details and Parish Liaison • Faith Related Supplemental Tools: PURELYou, Theology of the Body (Ruah Woods), Hallow for Schools, ARK (Assessment for Religious Knowledge), and Virtues in Practice • Middle Level Retreats	Keri Schoen, Secretary • Attendance • Bus/Transportation and field trip details • Safe Environment Coordinator
Anne Mathena, Administrative Assistant • Fundraising support • Tuition • Non-Public Transportation	Lisa Zipp, Administrative Support • Admission • Registration • School Tours
Danise Dembouski, Administrative Para • Volunteer Coordinator • School Breakfast/Lunch Payments • Jotform online paperwork	Mary Rooney, School Nurse • All health concerns • Health Records