



Department	What questions do I have?	Who/How do I contact them?
Academy K-4	Kindergarten through 4th grade curriculum, further assistance with educator contact, behavioral support	Mrs. Pelita Merideth; pmerideth@ivyprepacademy.org ,
Academy 5-8	5th through 8th grade curriculum, further assistance with educator contact, behavioral support	Dr. Frances Mack; fmack@ivyprepacademy.org
Admissions	Registration, Withdrawal, Infinite Campus, Scholar Record updates, Scholar Record requests	Ms. Michelle Jones or Ms. Natifa Mustafa enroll@ivyprepacademy.org ,
Afterschool Programs/School Business Manager/Administrative Assistant to HOS	YMCA & After School All Stars, Hours of Operations, Program Details, All other questions or will direct you to who you need to reach out to	Mrs. Akeesha Thompson; athompson@ivyprepacademy.org
Before Care Program/ Operation Support Specialist	Before Care, Program details, Hours of Operations, Front office	Ms. Talisha Stroud, tstroud@ivyprepacademy.org
Attendance	Scholar Attendance Data, Missed Days, Attendance Policy, Excused Absences (notes/documentations)	Ms. Lydia Madison, lmadison@ivyprepacademy.org
Federal Programs	Administers and monitors all aspects of Title I, Title II, and Title III Programs for the purpose of meeting the goals of the intended program by following network, state and federal requirements	Ms. Zinta Perkins; zperkins@ivyprepacademy.org
Finance (Acct Payable/Acct Receivable)	Issuing of refunds and questions about payments online	Ms. Patricia Jackson-Jones; jackson-jones@ivyprepacademy.org
Head of Schools	Governance Board, IPA Policies and Procedures	Dr. Charcia Nichols; cnichols@ivyprepacademy.org
Nurse	Scholar Medication, IPA Clinic Policies and Procedures	Mrs. Arieika Charite; acharite@ivyprepacademy.org ,
Nutrition	Scholar Breakfast/Lunch Program, Breakfast/Lunch Balances, Lunch/Breakfast Menus	Mrs. Kambreya Hardeman; khardeman@ivyprepacademy.org
Operations	IPA Policies and Procedures, Arrival and Dismissal Procedures, order	Mr. Derek Bolton and Ms. Talisha Stroud; ops@ivyprepacademy.org
Parent & Family Engagement	Volunteer Opportunities/ Hours, Uniform Assistance, Scholar Resources and Parent Assistance	Ms. Jamilah Brunson; pfe@ivyprepacademy.org ,
Scholar Services	504 Accommodations, RTI, Essential Skills Program, Gifted Program, IEP Program, EIP Program	Mrs. Paula Harris Harvey; phharvey@ivyprepacademy.org ,
Testing Services/ Scholar Counseling	Scholar counseling needs, Milestones Testing, Benchmarks Testing, Social Worker referrals	Ms. Paige Crumbie; pcrumbie@ivyprepacademy.org
Dean of Restorative Practice	Behavior, Rituals and Routines, Uniforms, etc.	Ms. Sheqwanis Copeland; scopeland@ivyprepacademy.org