



Legacy Christian Academy

Contact Chart

How can we help?

<u>What?</u>	<u>Who?</u>	<u>How?</u>
Admissions	Jaclyn Ryan, Director of Admissions & Marketing	jaclyn.ryan@lcava.org 540-877-7336
Finances/Billing/Tuition	Shea Koontz, Finance Director	shea.koontz@lcava.org 540-252-0238 Ext. 2
Attendance for K4-12th, Send Notes/Contact Upper School	Kay Combs, Secretary	kay.combs@lcava.org 540-252-0238 Ext. 1
Forms or General School Info.	School Website	www.legacychristian-academy.com
To view grades, lesson plans, homework, payment info., place a lunch order, etc.	FACTS/RenWeb	www.factsmgt.com FACTS Financial Parent Helpline: 866-441-4637
Transcripts, RenWeb, Grades, Student & Staff Leave Requests	Brittany Strosnider, Office Manager	brittany.strosnider@lcava.org 540-252-0238 Ext. 4
Lunch Accounts & Lunch Orders	Robbin Strosnider, Cafeteria Manager	robbin.strosnider@lcava.org
Learning Concerns/NILD Program	Joi Hilton, NILD Therapist	joi.hilton@lcava.org
Pick-up from Aftercare	After 3:30 pm	540-252-0238 Ext. 7
Lost and Found Items	Kay Combs, Secretary	kay.combs@lcava.org 540-252-0238 Ext. 1
Summer Adventures Program	Skylar Gray	skylar.gray@lcava.org
Secondary Student Schedules & Seniors Mission Trip	Toby Allanson, Assistant Principal	toby.allanson@lcava.org 540-252-0238 Ext. 6
Athletics, Boosters Fundraisers & Events, Gym Rental	Darren Borg, Athletic Director	darren.borg@lcava.org 540-252-0238 Ext. 8
General School Questions/Concerns Regarding Policies	Mindy Toler, Principal	mindy.toler@lcava.org 540-252-0238 Ext. 5
School Fundraising Events	Tori Beegle, School Board Member	fundraising@lcava.org