



25/26 Legacy Christian Academy Contact Chart

How can we help?

<u>What?</u>	<u>Who?</u>	<u>How?</u>
Admissions	Jaclyn Ryan, Director of Admissions	jaclyn.ryan@lcava.org 540-877-7336
Finances/Billing/Tuition	Elizabeth Flynn, Finance Director	elizabeth.flynn@lcava.org
Front Office/Attendance for K4-12th	Kay Combs, Secretary	kay.combs@lcava.org 540-252-0238 Ext. 1
Forms or General School Info.	School Website - Resources page	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 files, Website	Brittany Strosnider, Operations Manager	brittany.strosnider@lcava.org 540-252-0238 Ext. 4
Lunch Accounts & Lunch Orders	Robbin Strosnider, Cafeteria Manager	robbin.strosnider@lcava.org
Resource Teacher/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
Pelorus Program	Lauren Dillard, Pelorus Partnership Liaison	lauren.dillard@lcava.org
Secondary Student Schedules	Toby Allanson, Assistant Principal	toby.allanson@lcava.org 540-252-0238 Ext. 6
Athletics, Boosters	Joe Herbaugh, Interim Athletic Director	joe.herbaugh@lcava.org
General School Questions/Concerns Regarding Policies	Mindy Toler, Principal	mindy.toler@lcava.org 540-252-0238 Ext. 5
School Fundraising Events	Jaclyn Ryan, Director of Marketing & P.U.L.S.E. Committee	fundraising@lcava.org pulse@lcava.org