

CHAPLAIN/Spiritual Life: AMY CATLETT

- A. Schedule and conduct G-2 (Spiritual Life) Monday Meetings for all staff.
- B. Daily prepare and present devotion to all staff not on morning duty.
- C. Schedule and conduct G-2 (Spiritual Life) Pillar monthly leadership meetings.
- D. Schedule and oversee all chapel services (K-12).
- E. Schedule and oversee annual spiritual emphasis events for secondary students (i.e., Fall In and Winter Warm Up)
- F. Oversee and assign duties to the Assistant Chaplain.
- G. Oversee Administrative Staff (Registrar, Admin. Assist, Attendance Clerk, Financial Director, Substitute Coordinator/Lead Receptionist)
- H. Approve and oversee all parent classes, National Day of Prayer, and PIT Crew Prayer.
- I. Be available to parents, staff, and students for Biblical and spiritual guidance.
- J. Oversee the selection and teaching of all Bible curriculum.

Currently under the Chaplain's Umbrella:

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| 1. Michael Thompson | Assistant Chaplain |
| 2. Tami Klecka | Registrar |
| 3. Melissa Brookins | Administrative Assistant /Receptionist |
| 4. Stacy Minor | Attendance Clerk |
| 5. Shari Taake | Finances - Payroll, Accounts Payable |
| 6. Krystal Sodolak | Finances - FACTS, Accounts Receivable |
| 7. Monica Gonzales | Substitute Coordinator / Lead Receptionist |