



#2 Mark Twain Circle
Clayton, MO 63105

T: 314.854.6000
F: 314.854.6093

MEMORANDUM

Building Contact Information

Ralph M. Captain Elementary School (K–5)

6345 Northwood
854-6100

Jennifer Martin, Principal

Sheilah Martin, Building Substitute Coordinator

854-6139

Glenridge Elementary School (K–5)

7447 Wellington Way
854-6200

Beth Scott, Principal

Shelley Leeper, Building Substitute Coordinator

854-6200

Meramec Elementary School (K–5)

400 South Meramec
854-6300

Patrick Fisher, Principal

Cathy Kopp, Building Substitute Coordinator

854-6311

Wydown Middle School (6–8)

6500 Wydown
854-6400

Jamie Jordan, Principal

Lori Barker, Building Substitute Coordinator

854-6410

Clayton High School (9-12)

#1 Mark Twain Circle
854-6600

Dan Gutchewsky, Interim Principal

Terri Halsey, Building Substitute Coordinator

854-6616

Building Schedules

The following beginning and ending times are the regular schedules for the Clayton schools. **Substitute teachers need to arrive at least thirty minutes before the beginning of school. If a substitute teacher cannot meet the time of arrival because of late calls or delays, the substitute must telephone the school and give an estimated time of arrival.** Substitute teachers can expect to remain in the schools twenty minutes after the end of the students' day.

Elementary Schools	8:40 – 3:30
Wydown Middle School	8:15 – 3:13
Clayton High School	8:15 – 3:05