

Admin Team



Christy Dulaney | Acting Director and Assessment Coordinator

✉ cdulaney@stlukesmethodist.org

- School-wide oversight and support
- Liaison for children, families, teachers, and therapists



Sarah Scott | Administration and Finance Manager

✉ sscott@stlukesmethodist.org

- Financial questions, payment method changes, tuition receipts
- Summer Camp registration
- School-wide communicator



Claire Frazier | Facilities, Events and Resources Manager

✉ cfrazier@stlukesmethodist.org

- Safety & security
- Building & grounds
- School-wide events



Bianca Davis | Senior Program Coordinator

✉ bdavis@stlukesmethodist.org

- 7am Admin Opener
- Classroom and curriculum support for infants, toddlers, and twos
- Teacher and parent collaboration



Megan Holt | Program Coordinator

✉ mholt@stlukesmethodist.org

- Classroom and curriculum support for threes, PreK and TK
- Teacher and parent collaboration



Haylea Nguyen | Registrar and Website Coordinator

✉ sscott@stlukesmethodist.org (maternity leave through 2/9/26)

- School year registration
- Volunteer background checks, teacher recommendations
- Website



Kate Trepa | Nurse and Administration Coordinator

✉ ktrepa@stlukesdayschool.org

- Children's health and first aid, allergies, and medications
- Medical records
- Welcome Desk