



# School Age Child Care

## Information for Schools

- Everything You Wanted to Know About SACC
- Guidelines and Expectations
- SACC Calendar
- Teacher Work Day Schedule
- Camp Locations
- Camp Rotation Schedule
- Inclement Weather Plan
- AlphaBEST Contact Information



## School Age Child Care (SACC) and Next Generation (NG)

### Everything you wanted to know about SACC!

- **PWCS Contracted AlphaBEST Education, Inc. to implement the program.** (Contract #R-SF-14052)
- **Registration and Enrollment:** Registration is online with, AlphaBEST Education at [www.alphabest.org/pwc](http://www.alphabest.org/pwc). Parents can add their children to a waitlist using the same online process if the school is at capacity. PWCS does not have direct access to registration information or statement balances.
- **Hours of Operation:** The SACC program operates Monday through Friday from 6 a.m. until the start of school and from the end of school until 6:30 p.m. The Next Generation middle school program is from the end of school until 6:30 p.m.
- **Financial Assistance:** Families on PWCS Free or Reduced Meal Program have an automatic discount. Further assistance is available to families in need and may apply online through AlphaBEST. If you have a family who would benefit from before- or after-school care in an unusual situation (homeless, incarceration, separation, illness, etc.) and needs financial assistance, please contact the PWCS SACC office at 703.791.8844.
- **InZone Programming:** InZone is a structured, enrichment program providing all students the opportunity to participate in activities offered in four learning zones: Tech Arts Zone, Language Zone, Fitness Zone, and Art Zone. SACC/NG staff has been trained in the InZone curriculum. They are supported by AlphaBEST area managers and program specialists. The managers work directly with all staff on curriculum implementation.
- **Teacher Professional Development/Workdays:** SACC is open to all enrolled students on teacher professional development/workdays, and parent conference days. Some locations will be combined to accommodate the staffing requirements or the all-day program. When school is dismissed early on half-day elementary school parent/teacher conference day, SACC begins at dismissal. Those students enrolled in **before-school only** may *not* attend.
- **Winter/Spring/Summer Camps:** AlphaBEST will offer winter, spring, and summer camps at selected schools based on a three-year projected rotation with consideration given to sites under construction. Full access will be given to all SACC designated areas to accommodate a full capacity program.
- **Transfer Requests:** All transfer requests follow PWCS Regulation 721-1, "Student Transfers." If the School Age Child Care (SACC) program is not offered or is full at a student's base school, the parent/guardian may request a transfer to a school that is open to transfers and provides the SACC program. Schools may call the AlphaBEST office to confirm registration numbers before accepting transfers. Middle schools may not request transfers based on the Next Generation Program.

Please place a link to the SACC Website on your school's home page.

[https://pwcs.edu/departments/s\\_a\\_c\\_c\\_and\\_next\\_generation](https://pwcs.edu/departments/s_a_c_c_and_next_generation)

On the PWCS Website, SACC/NG can be found under "Departments/Student Learning and Accountability," or under "Parents/Parent Resources."

School Age Child Care..... 703.791.8844  
Glynis Taylor, Supervisor ..... 703.791.7245  
Lisa Toth, Program Specialist..... 703.791.7256  
AlphaBEST Education Main Office ..... 703.334.1272

## Guidelines and Expectations

- **SACC Location:** The SACC/NG programs have a designated licensed area at each school. Displacement of the SACC/NG program should only occur for major schoolwide events. SACC/NG can only be displaced to licensed designated areas. Please provide **24-hour notification** of displacement to allow staff ample time to maintain fidelity of the program. SACC/NG space should not be designated for use by other organizations during regular SACC/NG hours. ***Access to playground and outdoor fields are necessary for free play, activities, and recess (gym or multipurpose room during inclement weather.)***
- **Access to location:** It is necessary that the AlphaBEST staff have access to the licensed space at least 15 minutes prior to the start of the program for both before- (5:45 a.m.) and after-school (15 minutes prior to dismissal bell) to allow for set up.
- **Keys and Alarm Codes:** Please provide AlphaBEST access to the school at the times required. You may issue keys and alarm codes to the AlphaBEST staff member(s) or provide access to the building from a school employee. If keys/alarm codes are not issued, you must provide access if there is a program during a Divisionwide holiday closure.
- **Attendance:** Prior to starting the afternoon program, an AlphaBEST staff member will check with front office staff to verify any absences or early dismissals from school.
- **Visitation:** Each school has a designated SACC entrance with doorbell for parents and staff. PWCS staff not assigned to the school location and entering the SACC program area must sign-in/out on the AlphaBEST Visitor Log. (i.e., maintenance, facilities, staff).
- **Sharing of information:** Pursuant to the Family Educational Rights Privacy Act (FERPA), Contractor's staff shall not be provided with access to educational records or information regarding specific PWCS students without written authorization of the student's parent/guardian. Contractor should gather all information regarding students enrolled in the SACC/NG programs directly from parents/guardians. Educational records or information regarding specific PWCS students may only be disclosed to Contractor or Contractor's agents without written parental/guardian consent if, in the judgment of the SACC/NG program manager or principal, knowledge of the information is necessary to protect the health or safety of the student or other individuals.
- **Custodial Support:** PWCS custodial support includes taking out the trash and cleaning/stocking the bathrooms on a daily basis. Mopping floors designated to SACC/NG no less than once per week. **Schools are required to keep the multipurpose bathrooms fully stocked and cleaned during the school year and all camp programs.** Each school receives a budget increase for custodial services at a daily rate for both school year (\$9) and camps (\$25.) Schools will receive an email notification from the SACC office when the budget increase to object code 4003 has been posted by Financial Services. These EB's are processed three times per year, first semester: school days and winter camp; second semester: school days and spring camp; third semester: summer camp. If there is a program during a Divisionwide closure, AlphaBEST staff will take care of the trash and maintain a clean environment. Please ask your custodian to leave the necessary supplies for those days. ***The PWCS SACC office does not have budget authority to pay for custodial overtime.***
- **Injuries, Illnesses, Incidents:** Incidents that happen during SACC program hours, are the primary responsibility of the AlphaBEST program site director. However, for the safety of students and staff, some incidents may require assistance from the school. Bullying, threats, and inappropriate behavior will be handled by the PWCS SACC office and school administration will be notified of investigation.
- **Work Orders:** The SACC office will execute the repair of SACC entrance doorbells, internet connectivity, or telephone line for the SACC program.



**PWCS SACC & Next Generation  
AlphaBEST Calendar 2018-19**  
Approved May 22, 2018 – Updated August 9, 2018



The School Age Child Care and Next Generation programs are **CLOSED** on the following school holidays:

- September 3 Labor Day Holiday
- November 12 Veterans Day Holiday
- November 21-23 Thanksgiving Break
- December 24-25 Winter Break
- December 31 Winter Break
- January 1 Winter Break
- January 21 Martin Luther King Holiday
- February 18 Washington's Birthday/Presidents' Day Holiday
- May 27 Memorial Day Holiday

**Winter, Spring, and Summer Camp Programs**

During winter, spring, and summer breaks, camp programs are offered at select schools at the camp tuition rate. Middle school students are not eligible to attend winter and spring camps. The summer camp program is open to all PWCS rising first-grade through rising sixth-grade students.

- December 21, 2018 – January 1, 2019: No School, Winter Break  
**Winter Camp Dates: Wednesday-Friday, December 26 – 28**  
*Camp will not be offered on December 21, 24, 25, 31, nor January 1*  
Locations: **Alvey, Belmont, Fitzgerald, Henderson, River Oaks, Rockledge, Signal Hill, and Victory Elementary Schools**
- April 15-19, 2019: No School, Spring Break  
**Spring Camp Dates: April 15-19**  
Locations: **Alvey, Belmont, Fitzgerald, Henderson, River Oaks, Rockledge, Signal Hill, and Victory Elementary Schools**
- Last Day of School: Tuesday, June 11, 2019  
**Summer Camp Dates: Thursday, June 13 – TBD\***  
*Camp will be closed July 4*  
Locations: **Antietam, Cedar Point, Coles, Enterprise, Glenkirk, Haymarket, Marumsco Hills, Mullen, Neabsco, and Swans Creek Elementary Schools**  
*\* Summer camp end date is contingent on the approved 2019-20 Annual School Calendar.*

**Teacher Professional Development/Workday/Conference**

When schools are closed for teacher professional development/workdays or parent/teacher conference days, **SACC is OPEN** with an all-day program at no additional cost; school locations may be combined. The middle school program will not operate when students are not in school.

- October 8 Divisionwide Professional Learning Day
- November 5 Teacher Professional Development/Workday
- November 6 Parent Conference Day/Teacher PD/Workday
- January 25 ES ½ Day - Parent/Teacher Conferences  
*All programs open to after-school & before- and after-school enrollment only.*
- January 28 Teacher Workday
- April 1 Teacher Workday

UPDATED 8/17/18

TEACHER WORK DAYS

10/8/2018

11/5 and 11/6/2018

SCHOOL	OPEN	MOVED TO	ALSO HOSTING
Alvey	YES		Gravely, Mountain View
Antietam	YES		
Ashland	YES		
Bel Air	YES		Neabsco, Dale City
Belmont	NO	Vaughan	
Bennett	YES		Pennington
Bristow Run	YES		Glenkirk
Buckland Mills	YES		Haymarket
Cedar Point	NO	T. Clay Wood	
Chris Yung	NO	Piney Branch	
Coles	YES		Marshall
Covington-Harper	NO	Swans Creek	
Dale City	NO	Bel Air	
Dumfries	NO	Triangle	
Ellis	NO	Sinclair	
Enterprise	YES		King
Fitzgerald	YES		
Glenkirk	NO	Bristow Run	
Gravely	NO	Alvey	
Haymarket	NO	Buckland Mills	
Henderson	YES		Montclair
Kerrydale	YES		Minnieville
Kilby	NO	Vaughan	
King	NO	Enterprise	
Lake Ridge	NO	Springwoods	
Leesylvania	YES		
Marshall	NO	Coles	
Marumsco Hills	NO	Potomac View	
McAuliffe	NO	Wilson	
Minnieville	NO	Kerrydale	
Montclair	NO	Henderson	
Mountain View	NO	Alvey	
Mullen	YES		
Neabsco	NO	Bel Air	
Nokesville	NO	T. Clay Wood	
Occoquan	NO	Vaughan	
Old Bridge	YES		
Pattie	YES		
Penn	YES		
Pennington	NO	Bennett	
Piney Branch	YES		Chris Yung
Porter	YES		
Potomac View	YES		Marumsco Hills
River Oaks	YES		
Rockledge	YES		
Rosa Parks	YES		
Signal Hill	YES		
Sinclair	NO	Ellis	
Springwoods	YES		Lake Ridge
Sudley	YES		Yorkshire
Swans Creek	YES		Covington-Harper
T. Clay Wood	YES		Cedar Point, Nokesville
Triangle	YES		Dumfries
Tyler	YES		
Vaughan	YES		Belmont, Kilby, Occoquan
Victory Lakes	YES		
Westridge	YES		
Williams	YES		
Wilson	YES		McAuliffe
Yorkshire	NO	Sudley	

SCHOOL	OPEN	MOVED TO	ALSO HOSTING
Alvey	NO	Gravely	
Antietam	YES		
Ashland	YES		
Bel Air	NO	Neabsco	
Belmont	NO	Kilby	
Bennett	NO	Pennington	
Bristow Run	NO	Glenkirk	
Buckland Mills	NO	Haymarket	
Cedar Point	NO	T. Clay Wood	
Chris Yung	YES		Piney Branch
Coles	NO	Marshall	
Covington-Harper	YES		Swans Creek
Dale City	NO	Neabsco	
Dumfries	YES		Triangle
Ellis	NO	Sinclair	
Enterprise	NO	King	
Fitzgerald	YES		
Glenkirk	YES		Bristow Run
Gravely	YES		Alvey, Mountain View
Haymarket	YES		Buckland Mills
Henderson	NO	Montclair	
Kerrydale	NO	Minnieville	
Kilby	YES		Belmont, Vaughan
King	YES		Enterprise
Lake Ridge	YES		Springwoods
Leesylvania	YES		
Marshall	YES		Coles
Marumsco Hills	YES		Potomac View
McAuliffe	NO	Wilson	
Minnieville	YES		Kerrydale
Montclair	YES		Henderson
Mountain View	NO	Gravely	
Mullen	YES		
Neabsco	YES		Bel-Air, Dale City
Nokesville	NO	T. Clay Wood	
Occoquan	YES		
Old Bridge	YES		
Pattie	YES		
Penn	YES		
Pennington	YES		Bennett
Piney Branch	NO	Chris Yung	
Porter	YES		
Potomac View	NO	Marumsco Hills	
River Oaks	YES		
Rockledge	YES		
Rosa Parks	YES		
Signal Hill	YES		
Sinclair	YES		Ellis
Springwoods	NO	Lake Ridge	
Sudley	NO	Yorkshire	
Swans Creek	NO	Covington-Harper	
T. Clay Wood	YES		Cedar Point, Nokesville
Triangle	NO	Dumfries	
Tyler	YES		
Vaughan	NO	Kilby	
Victory Lakes	YES		
Westridge	YES		
Williams	YES		
Wilson	YES		McAuliffe
Yorkshire	YES		Sudley

KEY: Schools that are closed are highlighted in yellow.

RED = Voting sites on November 6, the SACC/AlphaBEST program will plan accordingly.

Locations are subject to change and will be updated accordingly.

UPDATED 8/17/18

TEACHER WORK DAYS

1/28/2019

4/1/2019

SCHOOL	OPEN	MOVED TO	ALSO HOSTING
Alvey	NO	Mountain View	
Antietam	YES		
Ashland	YES		
Bel Air	YES		Neabsco, Dale City
Belmont	NO	Vaughan	
Bennett	YES		Pennington
Bristow Run	YES		Glenkirk
Buckland Mills	NO	Haymarket	
Cedar Point	NO	T. Clay Wood	
Chris Yung	NO	Piney Branch	
Coles	YES		Marshall
Covington-Harper	NO	Swans Creek	
Dale City	NO	Bel Air	
Dumfries	NO	Triangle	
Ellis	YES		Sinclair
Enterprise	YES		King
Fitzgerald	YES		
Glenkirk	NO	Bristow Run	
Gravelly	NO	Mountain View	
Haymarket	YES		Buckland Mills
Henderson	YES		Montclair
Kerrydale	YES		Minnieville
Kilby	NO	Vaughan	
King	NO	Enterprise	
Lake Ridge	NO	Springwoods	
Leesylvania	YES		
Marshall	NO	Coles	
Marumsco Hills	NO	Potomac View	
McAuliffe	NO	Wilson	
Minnieville	NO	Kerrydale	
Montclair	NO	Henderson	
Mountain View	YES		Alvey, Gravelly
Mullen	YES		
Neabsco	NO	Bel Air	
Nokesville	NO	T. Clay Wood	
Occoquan	YES		
Old Bridge	YES		
Pattie	YES		
Penn	YES		
Pennington	NO	Bennett	
Piney Branch	YES		Chris Yung
Porter	YES		
Potomac View	YES		Marumsco Hills
River Oaks	YES		
Rockledge	YES		
Rosa Parks	YES		
Signal Hill	YES		
Sinclair	NO	Ellis	
Springwoods	YES		Lake Ridge
Sudley	YES		Yorkshire
Swans Creek	YES		Covington-Harper
T. Clay Wood	YES		Cedar Point, Nokesville
Triangle	YES		Dumfries
Tyler	YES		
Vaughan	YES		Belmont, Kilby
Victory Lakes	YES		
Westridge	YES		
Williams	YES		
Wilson	YES		McAuliffe
Yorkshire	NO	Sudley	

SCHOOL	OPEN	MOVED TO	ALSO HOSTING
Alvey	YES		Gravelly, Mountain View
Antietam	YES		
Ashland	YES		
Bel Air	NO	Dale City	
Belmont	NO	Kilby	
Bennett	NO	Pennington	
Bristow Run	NO	Glenkirk	
Buckland Mills	YES		Haymarket
Cedar Point	YES		Nokesville, T. Clay Wood
Chris Yung	YES		Piney Branch
Coles	NO	Marshall	
Covington-Harper	YES		Swans Creek
Dale City	YES		Bel Air, Neabsco
Dumfries	YES		Triangle
Ellis	NO	Sinclair	
Enterprise	NO	King	
Fitzgerald	YES		
Glenkirk	YES		Bristow Run
Gravelly	NO	Alvey	
Haymarket	NO	Buckland Mills	
Henderson	NO	Montclair	
Kerrydale	NO	Minnieville	
Kilby	YES		Belmont, Vaughan
King	YES		Enterprise
Lake Ridge	YES		Springwoods
Leesylvania	YES		
Marshall	YES		Coles
Marumsco Hills	YES		Potomac View
McAuliffe	NO	Wilson	
Minnieville	YES		Kerrydale
Montclair	YES		Henderson
Mountain View	NO	Alvey	
Mullen	YES		
Neabsco	NO	Dale City	
Nokesville	NO	Cedar Point	
Occoquan	YES		
Old Bridge	YES		
Pattie	YES		
Penn	YES		
Pennington	YES		Bennett
Piney Branch	NO	Chris Yung	
Porter	YES		
Potomac View	NO	Marumsco Hills	
River Oaks	YES		
Rockledge	YES		
Rosa Parks	YES		
Signal Hill	YES		
Sinclair	YES		Ellis
Springwoods	NO	Lake Ridge	
Sudley	NO	Yorkshire	
Swans Creek	NO	Covington-Harper	
T. Clay Wood	NO	Cedar Point	
Triangle	NO	Dumfries	
Tyler	YES		
Vaughan	NO	Kilby	
Victory Lakes	YES		
Westridge	YES		
Williams	YES		
Wilson	YES		McAuliffe
Yorkshire	YES		Sudley

KEY: Schools that are closed are highlighted in yellow.

Locations are subject to change and will be updated accordingly.

**School Age Child Care  
CAMP LOCATIONS  
SCHOOL YEAR 2018-19**

*Revised August 14, 2018*

**Winter and Spring Camps**

***Winter Camp Dates: Wednesday-Friday, December 26 – 28, 2018***

***Spring Camp Dates: April 15 – 19, 2019***

West (Gainesville/Haymarket area) – **Alvey**

West (Bristow area) – **Victory**

Lake Ridge area – **Rockledge**

Dale City area – **Fitzgerald**

Rt. 234/Hoadley Road – **Henderson**

Rt. 1 North – **Belmont**

Rt. 1 South – **River Oaks**

Manassas – **Signal Hill**

**Summer Camp 2019**

***Summer Camp Dates: Thursday, June 13 – TBD***

West (Gainesville/Haymarket area) – **Haymarket**

West (Bristow area) – **Cedar Point and Glenkirk**

Lake Ridge area – **Antietam**

Dale City area – **Enterprise and Neabsco**

Rt. 234/Hoadley Road – **Coles**

Rt. 1 North – **Marumsco Hills**

Rt. 1 South – **Swans Creek**

Manassas – **Mullen**



**WHEN SCHOOL IS OUT,**



**CAMP IS IN!**

## AlphaBEST SACC Camp Rotation Schedule

SACC Site	2017-18	2018-19	2019-20
<b>WESTERN AREA - Gainesville/Haymarket</b>			
Alvey		WIN/SPR	
Buckland Mills	SUM		WIN/SPR
Gravelly	WIN/SPR		
Haymarket		SUM	
Mountain View			
Tyler			SUM
<b>WESTERN AREA - Bristow</b>			
Bristow Run	WIN/SPR		SUM
Cedar Point		SUM	
Glenkirk		SUM	
Nokesville			SUM
Piney Branch			WIN/SPR
T. Clay Wood	SUM		
Victory		WIN/SPR	
Yung	SUM		
<b>LAKE RIDGE AREA</b>			
Antietam		SUM*	
"Chin" TBD			SUM
Lake Ridge			
Occoquan	WIN/SPR		
Old Bridge			
Rockledge		WIN/SPR	
Springwoods			WIN/SPR
Westridge	SUM		
<b>DALE CITY AREA</b>			
Bel Air	SUM		
Dale City			SUM
Enterprise		SUM	
Fitzgerald		WIN/SPR	
Kerrydale			
King	WIN/SPR		
McAuliffe	SUM		
Minnieville			SUM
Neabsco		SUM	
Rosa Parks			WIN/SPR
<b>Rt. 234/HOADLY RD</b>			
Ashland	WIN/SPR		
Coles		SUM	
Henderson		WIN/SPR	
Marshall			
Montclair			SUM
Pattie			
Penn	SUM		
Wilson			WIN/SPR

SACC Site	2017-18	2018-19	2019-20
<b>Rt. 1 NORTH</b>			
Belmont		WIN/SPR	
Kilby	SUM		
Marumsc Hills		SUM	
Porter			
Potomac View			SUM
Vaughan			WIN/SPR
<b>Rt. 1 SOUTH</b>			
Covington-Harper	SUM		
Dumfries	WIN/SPR		
Leesylvania			SUM
River Oaks		WIN/SPR	
Swans Creek		SUM	
Triangle			
Williams			WIN/SPR
<b>MANASSAS AREA</b>			
Bennett			
Ellis			SUM
Mullen		SUM	
Pennington			
Signal Hill		WIN/SPR	
Sinclair			WIN/SPR
Sudley	WIN/SPR		
Yorkshire	SUM		

\* Construction will be complete by summer

 No Program  
 Under Renovation/construction  
 Blue = 2017-18 school year  
 Black = 2018-19 school year CURRENT  
 Purple = 2019-20 school year

**Locations are subject to change for construction project completion. Our goal is to accommodate parents and students, schools, facilities, food services, and AlphaBEST to provide an organized and successful school year. Please call the SACC office with any questions at 703.791.8844.**

2018-19 Winter & Spring	2019 Summer	
Alvey	Antietam	Marumsc Hills
Belmont	Cedar Point	Mullen
Fitzgerald	Coles	Neabsco
Henderson	Enterprise	Swans Creek
River Oaks	Glenkirk	
Rockledge	Haymarket	
Signal Hill		
Victory		



# INCLEMENT WEATHER PLAN



## **SACC and Next Generation Inclement Weather Closings**

All SACC and Next Generation parents are required to complete and submit an Inclement Weather/Emergency Dismissal Plan. Site directors will provide copies to the front office. All SACC and Next Generation programs follow the PWCS Inclement Weather/Emergency Closing Procedures.

### **School Closings**

When PWCS is closed Code Red or Green, SACC & Next Generation are also closed.

### **Early Dismissal**

If schools are dismissed early, prior to the regular dismissal time, SACC and Next Generation programs **will not open**. The **Inclement Weather/Emergency Dismissal Plan** will be implemented. This form allows families and schools to have a plan in place for dismissal. A copy of this plan is retained by the site director, the school's front office, and the parent. Call your area manager if the forms have not been received in the front office by November 1.

**AlphaBEST will notify parents, however, site directors will not report to the schools.** Please make sure your SACC parents are aware of pick-up/car rider procedures specific to your school.

### **Two-Hour Delayed Opening**

If schools open on a two-hour delay, SACC will also open on at two-hour delay at 8 a.m. All currently enrolled students may attend. If the delayed opening designation changes to school is closed, the SACC program must close and parents will be required to immediately pick up their children. Parents will be contacted by AlphaBEST.

### **PWCS Cancels All After-school Activities**

If schools are dismissed at their regular bell schedule, but all afternoon and evening activities are canceled, all students will report to the SACC and Next Generation program locations at dismissal. AlphaBEST will notify parents the programs will close at **5 p.m.** **The Inclement Weather plans will not be used.**



INCLEMENT WEATHER/EMERGENCY DISMISSAL PLAN
School Age Child Care (SACC) and Next Generation (NG)

SACC and NG programs will not open if school is dismissed early, prior to the regular dismissal time. This Inclement Weather/Emergency Dismissal Plan will be implemented. Your child must be picked up from school or leave the school by one of the options below.

Please indicate where your child will go after school in case of inclement weather or emergency early dismissals and return to your site director by the end of October. This will be filed at the school and executed as you have directed.

Child's Name School Name
Teacher's Name Room #

Please check one (1) option you have arranged for your child.

- (1) Walk home (If school permits)
(2) Ride Bus home - Bus Number
(3) Walk to (if school permits) or ride to a friend's house
(4) Friend or neighbor will pick child up from school
(5) Mom or Dad will pick child up from school at or before early dismissal time.

Complete for Option #3 or #4
Name
Address
Phone

Mother's Name Home # Work # Cell#
Father's Name Home # Work # Cell#

PLEASE NOTE:
If school is dismissed at the regular dismissal time, but all afternoon and evening activities are cancelled, you MUST pick up your child from SACC/NG by 5 p.m.

Print Name Signature: Date

Site Director Date Returned

**Prince William County AlphaBEST Office**(703) 334-1272      [Email: princewilliam@alphabest.org](mailto:princewilliam@alphabest.org)

3421 Commission Ct. Suite 100

Hedges Run Office Park

Woodbridge, Virginia 22192

Regional Director, Raymel Menefee      [rmenefee@alphabest.org](mailto:rmenefee@alphabest.org)District Director, Debbie Diederichsen      [ddiederichsen@alphabest.org](mailto:ddiederichsen@alphabest.org)

Program Name	SACC Phone #	Area Manager	Area Manager Email	Cell Phone
Alvey	(571) 261-3997	Laura Brindle	lbrindle@alphabest.org	(571) 477-4635
Antietam	(703) 490-8637	Perwin Al Hakeem	palhakeem@alphabest.org	(703) 743-4519
Ashland	(703) 580-0819	Donna Davies	ddavies@alphabest.org	(703) 478-4576
Bel Air	(703) 583-8701	Laytoria Rutherford	lrutherford@alphabest.org	(703) 853-8980
Belmont	(703) 490-2185	Perwin Al Hakeem	palhakeem@alphabest.org	(703) 743-4519
Bennett	(703) 257-9019	Jessica Shillingburg	jshillingburg@alphabest.org	(703) 478-4928
Benton MS	(703) 794-8188	Carrie Paxton	cpaxton@alphabest.org	(703) 283-3040
Bristow Run	(703) 753-1825	Jessica Shillingburg	jshillingburg@alphabest.org	(703) 478-4928
Buckland Mills	(571) 248-8223	Laura Brindle	lbrindle@alphabest.org	(571) 477-4635
Bull Run MS	(703) 753-2112	Carrie Paxton	cpaxton@alphabest.org	(703) 283-3040
Cedar Point	(703) 365-2606	Jessica Shillingburg	jshillingburg@alphabest.org	(703) 478-4928
Chris Yung	(571) 598-3394	Jessica Shillingburg	jshillingburg@alphabest.org	(703) 478-4928
Coles	(703) 791-5691	Donna Davies	ddavies@alphabest.org	(703) 478-4576
Covington Harper	(571) 320-4403	Laytoria Rutherford	lrutherford@alphabest.org	(703) 853-8980
Dale City	(703) 580-8455	Laytoria Rutherford	lrutherford@alphabest.org	(703) 853-8980
Dumfries	(703) 216-0381	Christopher Williams	cwilliams@alphabest.org	(240) 565-5284
Ellis	(703) 365-0223	Shannon Hampton-Lewis	shampton-lewis@alphabest.org	(703) 659-3092
Enterprise	(703) 590-3240	Donna Davies	ddavies@alphabest.org	(703) 478-4576
Fitzgerald	(703) 897-8483	Laytoria Rutherford	lrutherford@alphabest.org	(703) 853-8980
Glenkirk	(703) 753-9642	Jessica Shillingburg	jshillingburg@alphabest.org	(703) 478-4928
Gravelly	(571) 248-4741	Laura Brindle	lbrindle@alphabest.org	(571) 477-4635
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