



Northwestern Middle School Communication Procedure

Students and parents are strongly encouraged to communicate directly with their teacher(s). Our teachers pledge to be sensitive to your concerns and to partner with you to solve any problem.

Parents and Students

1. **Speak directly to the teacher.** All students are encouraged to express their concerns directly to their teacher. If you as a parent are concerned about an issue involving your student's education, classroom experience, or class grade, go right to the source and contact the teacher. Teacher emails are found on the Northwestern website at [Directory / NMS Staff \(fultonschools.org\)](#). Teachers will make every effort to get back to you as quickly as possible, but it may take a day or two. Please be patient. If you and the teacher cannot reach a resolution, proceed to the next step.

2. Depending on the nature of your concern, please contact:

Grade Level Counselor

or

Department Chair

If you need an update on your student's progress (academic or behavior), contact the grade level counselor.

If your concern is about the course content or curriculum, contact the content area department chair.

Special Education Case Manager

or

Section 504 Coordinator

If you have specific questions or concerns about your student's Individualized Education Plan (IEP)

If you have specific questions or concerns about your student's Section 504.

3. If you need further assistance, you should contact one of the following **Administrative Team** members.

6th grade: Amber Manganelli – manganellia@fultonschools.org

7th grade: Deana Skimel – skimel@fultonschools.org

8th grade: Catie Simpson – simpson1@fultonschools.org

Connections: Julie Godfrey – godfreyj@fultonchools.org

4. **Principal.** Most problems will have been resolved before this step. If you still need to speak with someone about your situation, you should contact Mr. Peterson. petersonj1@fultonschools.org

Mr. Peterson maintains an open-door policy for all students and parents. Problems are best solved by those who know your student and fully understand the situation. Mr. Peterson is always available to listen but will direct you to the source – the teacher – to solve your problem/concern.



Northwestern Middle School
Communication Directory

Teachers

Emails for all teachers and staff can be found on the Northwestern website:

[Directory / NMS Staff \(fultonschools.org\)](#)

Department Chairs

Content Area	Name	Email Address
English Language Arts	Ms. Christie Street	street@fultonschools.org
Connections/CTAE	Ms. Charlie Moore	mooreb@fultonschools.org
Health/Physical Education	Ms. Karla Armstrong	armstrongk@fultonschools.org
Mathematics	Ms. Sherri Wylie	wylie@fultonschools.org
Reading	Ms. Lisa Nickel	nickell@fultonschools.org
Science	Ms. Natalie LaFon	lafonn@fultonschools.org
Social Studies	Dr. John Crumb	crumb@fultonschools.org
Special Education/IRR	Ms. Kelley Hummel	hummelk@fultonschools.org
Special Education/MIMO	Ms. MaryBeth Redman	redmanm@fultonschools.org
Special Education/Co-MIMO	Ms. Jana Resch	reschj@fultonschools.org
World Language	Ms. Kathy Ziolkowski	ziolkowski@fultonschools.org
TAG Program Lead	Ms. Trinita Marshall	marshallt5@fultonschools.org

Counselors

Name	Grade Level	Email	Phone Number
Ms. Jeanette Pena	6th	penaj@fultonschools.org	470-254-8529
Ms. Janette Hinton	7th	hintonj@fultonschools.org	470-254-8522
Ms. Euodia Harris	8th	harrise1@fultonschools.org	470-254-8520

Support Staff

Role	Name	Email	Phone Number
Section 504 (6 th)	Ms. Trinita Marshall	marshallt5@fultonschools.org	470-254-8534
Section 504 (7 th /8 th)	Ms. Kim Weldy	weldyk@fultonschools.org	470-254-2879
Instructional Support Teacher	Ms. Mary Beth Tokarz	tokarz@fultonschools.org	470-254-8515
Graduation Coach	Ms. Michelle Robbins	robbinsm2@fultonschools.org	470-254-8531