

# Partee Elementary

## VIRTUAL SCHOOL COUNSELING INSTRUCTIONS

### Counseling Staff

Kerronn Kitchen  
4350 Campbell Road  
Snellville, GA 30052  
678-310-7665  
Kerronn.kitchen@gcpsk12.org

### Virtual Office Hours

Monday – Friday  
Hours 8:30AM-4:00PM

*Counselors will respond to  
messages left after regular office  
hours on the next business day.*



#### Purpose

- Our counseling team is committed to providing school counseling services and support during our digital learning days.
- Please contact your counselor for any of your academic and/or social emotional needs.
- Counselor contact information is provided on the left hand side of this flyer.

## How to Contact Your Counselor

1. Call your counselor
2. Email your Counselor
3. In your email include your full name, student ID and your concern/question.
4. The counselor will respond via email with in 24 hours