



Who do I contact?



Issue	1 st Contact	2 nd Contact	3 rd Contact
Athletics	Coach	Athletic Director Coach Seawright	Assistant Principal Dr. Venable-Mustifa
Attendance	Teacher	Data Clerk Ms. Walton	Assistant Principal Ms. Browder
AVID	AVID Coordinator Ms. Robinson	AVID Counselor Mr. Davis	Assistant Principal Dr. Venable-Mustifa
Conference Request	Teacher	Main Office PA Mrs. Lightfoot	Guidance Counselor Mr. William Davis
Clubs	Club Sponsor	Administrative Dean Mr. Willis	Assistant Principal Ms. Nicole Browder
Curriculum Questions	Teacher	Instructional Coach	Department Administrator ELA/SEC: Dr. Venable-Mustifa Math/Science: Ms. Nicole Browder Social Studies/Connections: Mr. Jarvis Adams
Discipline	Administrative Dean Mr. Willis	Assistant Principal Dr. Venable-Mustifa	Principal Mr. Jarvis Adams
Enrollment/ Withdrawal & Records Requests	Records Clerk Ms. Willingham	Data Clerk Ms. Walton	Guidance Counselor Mr. William Davis
Field Trips	Teacher	Assistant Principal Ms. Nicole Browder	Principal Mr. Adams
Fundraiser or Purchasing Issue	Teacher/Club Sponsor	Bookkeeper Mrs. Franklin	Principal Mr. Jarvis Adams
Grades	Teacher	Guidance Counselor Mr. William Davis	Assistant Principal Ms. Nicole Browder
Law Enforcement	School Police Officer Officer Morris	Fulton County Schools Police Department	
Surface Devices & Technology Requests	Device Coordinator Mrs. Atkinson-Simmons	Tech Specialist Mr. Chisholm	Assistant Principal Ms. Nicole Browder
Lockers	Homeroom Teacher	Dean Mr. Willis	Assistant Principal Dr. Venable-Mustifa
Infinite Campus Parent	Parent Liaison Mrs. Anita Davis	Data Clerk Ms. Tracy Walton	Assistant Principal Ms. Nicole Browder
Schedule Request	Guidance Counselor Mr. William Davis	Data Clerk Ms. Walton	Assistant Principal Ms. Nicole Browder
Special Education Questions/Concerns	Case Manager	Instructional Support Teacher (IST) Mrs. Walker-James	Assistant Principal Dr. Venable-Mustifa
Testing Questions	Teacher	Administrative Dean Mr. Willis	Assistant Principal Ms. Nicole Browder
Textbooks	Teacher	Textbook Coordinator Mr. Willis	Assistant Principal Ms. Nicole Browder
Transportation	Front Office Professional Assistant Ms. Lightfoot	Dean of Students Mr. Willis	Assistant Principal Dr. Venable-Mustifa
Tutoring	Teacher	Guidance Counselor Mr. Davis	Department Administrator ELA/SEC: Dr. Venable-Mustifa Math/Science: Ms. Nicole Browder Social Studies/Connections: Mr. Jarvis Adams