

General Information
North Gwinnett Middle School
170 Peachtree Industrial Boulevard
Sugar Hill, GA 30518
School Telephone: 678-745-2300
Fax : 678-745-2348

Principal
Ms. Wanda Law

Assistant Principals:
Ms. Lori Blanchard - 6th Grade
Mr. Derrick Burchette - 7th Grade
Dr. Doug Callahan - Connections/Testing
Ms. Jennifer E. Johnson - 8th Grade
Mr. Hunter McRae - Special Education

Web Site: <http://www.northgwinnetts.com>
Transportation (After hours): 770-513-6686

School Colors: Red/Black
School Mascot: Bulldog

School Office Hours: 8:00 AM - 5:00 PM

For your child's own safety, students should not be dropped off before, or picked up after these hours. If students need to come in early for help from a teacher, they must have a pass signed by the teacher.

How do I contact an administrator?

Ms. Wanda F. Law, Principal
Wanda_Law@gwinnett.k12.ga.us

Ms. Lori Blanchard, Assistant Principal - 6th Grade
Lori_Blanchard@gwinnett.k12.ga.us

Mr. Derrick Burchette, Assistant Principal - 7th Grade
Derrick_Burchette@gwinnett.k12.ga.us

Dr. Doug Callahan, Assistant Principal - Connections and Testing
Doug_Callahan@gwinnett.k12.ga.us

Jennifer Johnson, Assistant Principal - 8th Grade
Jennifer_E_Johnson@gwinnett.k12.ga.us

Mr. Hunter McRae, Assistant Principal - Special Education
Hunter_Mcrae@gwinnett.k12.ga.us

How do I contact a counselor?

Ms. Quagenia Evans, 8th Grade Counselor

Quagenia_Evans@gwinnett.k12.ga.us

Ms. Lisa Jackson, 7th Grade Counselor

Lisa_C.Jackson@gwinnett.k12.ga.us

Ms. Carla Winkler, 6th Grade Counselor

Carla_Winkler@gwinnett.k12.ga.us

Ms. Natalie Enter, Counselor

Natalie_Enter@gwinnett.k12.ga.us

Where can I get homework...general help?

Web Site: <http://www.northgwinnetts.com>

- Student/Parent/Faculty & Staff Tabs
- Student Portal



Link to NGMS Website

Quick Question Reference Guide

What time does school start and end each day?

School starts at 9:10 each day. If you arrive after 9:20 AM, you are considered tardy. School ends each day at 4:00 PM.

What time is early release dismissal?

Dismissal will be at approximately 1:30 on these days.

When can my parent drop me off in the morning?

Students can enter the building at 8:55. Unless you have a pass from a teacher to come in early, students dropped off before this time will be sent to detention until 8:55. There is no adult supervision prior to 8:00 AM.

When should my parent pick me up after school?

You should be picked up at 4:00 PM. Any students not picked up from the car rider line by 4:25 will be escorted to the front office to call home. Your best choice is to ride the bus provided.

Can my parent call the school to change my transportation today?

In an emergency, your parent can call in a change. School personnel will verify that we are speaking to your parent and may request additional information. Transportation changes should be made before 3:00 PM.

Can I ride the bus home with a friend?

No. Students are expected to ride the bus to which they are assigned and disembark at their assigned bus stop. Only in the event of an emergency, as determined by the principal or their representative, will a student be allowed to ride a different bus. **If you are seeking a change, your bus pass request must be made in the front office first thing in the morning.**

If I am absent, do I need to bring an excuse note?

Yes - you must bring an excuse note to your teacher upon your return. This form is located on our website and requires a parent signature.

Who is authorized to check me out of school?

Only those persons listed by your parent or guardian on the official school records as authorized to check you out will be allowed to do so. **Anyone wishing to check you out of school must present picture identification.**

What if I forget something from home? (homework, lunch, project, etc?)

Your parents may bring the item to the reception desk. **Your teachers will be e-mailed, but we will not interrupt instructional time to ensure delivery in the time frame in which you may need the item.**

What happens if I get checked out of school early for an appointment or get checked in late after an appointment?

Be sure that your parent or guardian follows the check-in and check-out procedures at the front reception desk. If you are at school less than half a day, you are counted absent. A half day is 12:30 PM. Remember, no student check outs are allowed after 3:30 PM!

Can I use my cell phone at school?

Students are allowed to use cell phones during lunch and in transition outside of the classroom. Cell phones are not to be used in the P. E. locker room. Cell phones may only be used in the class room for an academic purpose with specific teacher permission. Students in violation of this policy will have their phones confiscated. A referral will be submitted to the administrator with a mandatory administrative detention consequence for the first offense. Parents will be called to come retrieve the phone during normal school hours.

Where can I get food or drink?

Upon first entering the building in the morning, students should get breakfast from one of the grab and go carts located on each academic floor. Lunch will be available at your scheduled lunch break. Bottled water is available in vending machines throughout the building. Teachers may allow snacks in the classroom. The only beverage students

may have in the classroom is water in clear containers. **No red drinks are allowed.**

Can my parents come eat lunch with me?

Absolutely! We encourage parents to eat cafeteria lunch with your child. Do not drop off fast food items for your child to eat in the cafeteria.

What if I lose my textbook (or other school property)?

Lost property should be immediately reported to the teacher, office personnel, or an administrator. Textbooks are issued to individual students, so do not leave them unsecured in a classroom. If you lose, damage, or destroy your textbook or other school-issued property, you must pay to replace the item before a replacement is issued. If an item is later found, a refund will be made by the end of the school year.

What if I lose my workbook for class?

If you lose a consumable workbook needed for a class, you may purchase a replacement in the front office for \$10.00.

What if I lose a personal item?

Please check the large lost and found box located in the gym for clothing and bookbags. Smaller items may be held in the front office or your grade level administrator's office. Please make sure that you secure any personal items while at school.

How do I keep up with my belongings?

You will be provided a classroom locker in your first period. These are for the storage of books and other belongings and are equipped with combination locks. It is your responsibility to see that the locker is closed and locked. Do not share your locker combination with others.

P. E. lockers: Students should bring locks from home for use in P. E. locker rooms. Students should always lock up personal items during his/her P.E. class.

The school administration reserves the right to examine the contents of lockers and book

bags when appropriate. The school is not responsible for investigating the loss of items as a result of those items not being placed in a secure locker.

When can I purchase a P.E. uniform?

P.E. uniforms may be purchased at the school during Open House or from your PE coach when you begin the class. The cost is \$8.00 for the shirt and \$13.00 for the shorts. You do not have to purchase a uniform from the school.

How can my parents pay the contribution fees?

They may log in to www.mypaymentsplus.com to pay the contribution fees.

Where can my parents get insurance forms?

Insurance forms are available in the main office.

Arrivals and Departures

Students arriving before 8:55 without a teacher pass must report to the cafeteria for detention. Any early arrivals must use the main entrance at the front of the building. Parents who transport their children to and from school should use the West Price Road driveway and allow the students to enter either of the three doors at the parking lot on the terrace level. Students should exit the school bus or car and proceed immediately to first period. The departures at 4:00 PM will follow the same procedure. Students who have not been picked up by 4:25 may be picked up in the main office.