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| **Students**  Please express your education questions or concerns directly with the teacher. | **Parents**  Please express your concern about an issue involving your child’s education or classroom experience directly with the teacher. This includes FIELD TRIP money collection. |

Teacher emails can be found on the Wakefield Middle School website under Our School, Staff Directory. Please be specific in your communication and let the teacher know the best times to reach out to you. Please be patient as the school day is filled with important student learning. You may also utilize Talking Points to contact your student’s teacher.

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| **School Counselors**  If you have concerns regarding your student’s emotional or social growth, social interactions, or overall well-being, please contact the appropriate grade-level counselor. The main school phone number is 919.562.3500. Please enter the appropriate extension.  6th Grade:  Ms. Yolanda Jarrett ext 22377 ysjarrett@wcpss.net  7th Grade:  Dr. Elaine Harper ext 22380 charper@wcpss.net  8th Grade:  Ms. Christine McGuire ext 22378 cmcguire2@wcpss.net | **Student Support Staff**  Receptionist:  Ms. Lawana Barefoot lbarefoot@wcpss.net  Psychologist:  Ms. Erica Nivens ext 22366 enivens@wcpss.net  Social Worker:  Ms. Erica Hemphill ext 22368 ehemphill@wcpss.net  School Nurse:  Ms. Nicole Lane ext 22367 nlane@wcpss.net  Clerical Asst:  Ms. Courtney Heggie ext 22387 cnheggie@wcpss.net  Data Manager:  Ms. Pam Morrison ext 22384 pmorrison@wcpss.net |

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| **Administrators**  If questions or concerns exist AFTER utilizing the above communication guide, please contact the appropriate grade level administrators.  6th Grade Assistant Principal: Ms. Sonya Meeks sdmeeks@wcpss.net  7th Grade Assistant Principal: Mr. Nick Wheeler nwheeler@wcpss.net  8th Grade Assistant Principal: Ms. La Toya Brothers lbrothers@wcpss.net |

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| **Principal**  If further discussion is needed, please reach out to the principal, Dr. Jeff Rachlin jrachlin@wcpss.net |

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| **Additional Helpful Contacts**  AIG: Ms. Amy Clemens aclemens@wcpss.net  Athletics (including athletic eligibility): Ms. Suzanne Rurkowski srurkowski@wcpss.net  Attendance (written/electronic communication only): Ms. Pam Morrison pmorrison@wcpss.net  Parent Portal Access and Questions: Ms. Pam Morrison pmorrison@wcpss.net  Special Education: Ms. Angie Mills amills2@wcpss.net or Ms. Catherine Shifflett cshifflett@wcpss.net  Tech Issues with Student Laptops: WCPSS Help Desk 919.664.5700  Transportation Department: 919.805.3030 |