

Fulton Academy of Virtual Excellence (F.A.V.E.) Communication Protocol

Below you will find our communication protocol, which is designed to promote **direct, open and respectful communication** so that problems and concerns can be worked out quickly and effectively between the parties involved. We strongly encourage students and parents to follow this protocol. In turn, our staff members pledge to be sensitive to your concerns, to maintain confidentiality and to return calls/emails within 48 hours.

By working together, we can continue and strengthen our commitment to Success for All.

Parents and Students

#1. SPEAK DIRECTLY TO THE TEACHER.

All students are encouraged to express their concerns directly to the teachers. If you as a parent, are concerned about an issue involving your child's education, classroom experience or grade, go right to the source and contact the teacher. Staff emails are found on the F.A.V.E. website at [FAVE Faculty](#). 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 do not receive a return email or call within 48 hours, try again. After that, proceed to the next step.

#2. If you have not heard from the teacher in a reasonable amount of time, contact:

COUNSELOR

If you need an update on your child's progress (academic or behavior) in a particular class, contact the counselor.

CONTENT CHAIR

If your concerns stem from a classroom practice, grade or a particular book or assignment, contact the content chair.

#3. If you are dissatisfied with the response so far, you may contact one of the following administrators who will act as an intermediary when communication has failed between the student/parent and either the counselor or department chair.

CONTENT ADMINISTRATOR

If your concerns are regarding grade disputes, curriculum waivers, compliance with waivers, course placement or class leveling, contact the Content Administrator (see Administrator list below).

ASSISTANT PRINCIPAL

If your concerns are outside the parameters listed for the Content Administrator, or related to a behavioral concern, contact your student's Assistant Principal.

4. PRINCIPAL. Most problems will have been resolved by this point. If you still need to speak with someone about your situation, please contact the Front Office at 470-254-6570.

Teachers

Emails for teachers may be found on the [FAVE website](#):

Content Chairs		
Name	Content Area	Email Address
Jennifer Winklmann	3 rd Grade	winklmannjl@fultonschools.org
Carly Weinberg	4 th Grade	weinberg@fultonschools.org
Schuyler Hollis	5 th Grade	holliss@fultonschools.org
Cicity Pearson	Secondary ELA	pearsonc1@fultonschools.org
Gaganjot Singh	Secondary Mathematics	singhg@fultonschools.org
Randye Shanfeld	Secondary Science	beranr@fultonschools.org
Eric Medwed	Secondary Social Studies	medwed@fultonschools.org
Laurie Veillon	World Languages	veillon@fultonschools.org
Sherri Lange	CTAE	langes1@fultonschools.org
Ann VanLoo	Health/ Physical Education	vanlooa@fultonschools.org
Mary Breazeale	Fine Arts	breazeale@fultonschools.org
April Jordan	Gifted	jordanaw@fultonschools.org
Therese Riza-Lawrence	Exceptional Education	rizat@fultonschools.org

Counselors		
Name	Title	Email Address
Sara White	Grades 3 - 5	whitesara@fultonschools.org
Julie Gracey	Grades 6 - 8	graceyj@fultonschools.org
Genoulia Johnson	Grade 9 - 11	johnsong3@fultonschools.org

Administrators		
Name	Title	Email Address
Dr. Taylor Barton	Principal	bartont@fultonschools.org
Megan Endicott	Elementary Assistant Principal <i>Content Admin: Elementary, Fine Arts, Health & Physical Education</i>	ENDICOTT@FULTONSCHOOLS.ORG
Monica Roberts	Middle School Assistant Principal <i>Content Admin: Secondary Math, Secondary Science, CTAE</i>	robertsml@fultonschools.org
Brittney Burns	High School Assistant Principal <i>Content Admin: Secondary Language Arts, Secondary Social Studies, World Languages</i>	Burnsb2@fultonschools.org
Ebony Betts	3-5 Literacy Instructional Coach	BETTSE@FULTONSCHOOLS.ORG
Rachel Rolader	6-11 Literacy Instructional Coach	ROLADERR@FULTONSCHOOLS.ORG
Jacqueline Williams-Souffrant	3 – 11 Math Instructional Coach	SOUFFRANTJH@FULTONSCHOOLS.ORG