

WESTBURY MIDDLE SCHOOL CHAIN OF COMMUNICATION

Scholars

We encourage all scholars to express their questions and concerns directly to their teachers.



Parents/Families

Please stay informed. Consistently check in on your child's education, classroom experience & progress. Please contact the teacher.

Please Contact the Teachers First

Teachers are available to communicate with scholars and parents. You can leave a message for the teacher at (516) 876-5082 between 7:00 a.m. and 3:00 p.m. or e-mail at: first_initial_last_name@westburyschools.org. In order for a staff member to respond in a timely manner, indicate the time that you can be reached and a contact number. Please be patient; the teachers will contact you as soon as possible.

In the event that additional clarification is necessary, or if you haven't heard from the teacher in a reasonable amount of time, please contact your child's School Counselor, Department Chairperson, Dean of Students or the Assistant Principal listed below who is responsible for the subject and/or grade level for assistance.

<u>School Counselors</u>		<u>Assistant Principals/Department Chairperson(s)</u>	
If you need to find out about an assignment or need an update on your child's progress, contact the school counselor at 876-5088.		Department Chairs are responsible for 6 th – 8 th grade curriculum. If your concern stems from a classroom practice, grade or a particular book assignment, contact the Department Chairperson or Assistant Principal.	
<u>School Counselors</u> Ms. Joanna Ramirez jramirez@westburyschools.org	A – D	<u>Chairpersons</u> Ms. Jenna Newman Lead Teacher jnewman@westburyschools.org Dr. Charmaine Gardner cgardner@westburyschools.org Dr. Latia Hill-Wallace lhill-wallace@westburyschools.org Mr. Kevin Ehrlich kehrlich@westburyschools.org Ms. Jacqueline Reyes jreyes@westburyschools.org Ms. Kashanah Clyburn kclyburn@westburyschools.org Dr. Cynthia Orellana corellana@westburyschools.org	<u>Departments</u> ELA/Literacy
Ms. Chamaine Thomas cthomas@westburyschools.org	E -K		Math
Ms. Abenie Lazard-Edma alazardedma@westburyschools.org	L – P		Science
Mr. Manfredy Jerez mjerez@westburyschools.org	Q - Z		Social Studies
			ENL/MLL
<u>Nurse</u> 516-874-1223	<u>Technology Support</u> Ms. Kristy McNally kmcnally@westburyschools.org	<u>Directors of Positive Behavior and Scholar Affairs</u> Ms. Denia Diaz ddiaz@westburyschools.org Mr. William Tlasek wtlasek@westburyschools.org Mr. Richard Canolini rcanolini@westburyschools.org	Special Education
<u>School Psychologists</u> Ms. Jennifer Guthman (Gr. 6) jguthman@westburyschools.org Dr. Spencer Heiman (Gr. 7) sheiman@westburyschools.org Ms. Melissa Corona (Gr. 8) mcorona@westburyschools.org	<u>Social Workers</u> Ms. Adalcy Quintin (Gr. 6, 7) aquintin@westburyschools.org Mr. Keith Moody (Gr. 6, 8) kmoody@westburyschools.org		World Languages
			<u>Grade Levels</u>
			6 th Grade
			7 th Grade
			8 th Grade

If questions or concerns exist after following the above chain of communication, contact an Assistant Principal:

Dr. Jonathan Oliveri: joliveri@westburyschools.org - Gr. 6 / Gr. 7 (A-L) • Dr. Cherie Pemberton: cpemberton@westburyschools.org - Gr. 7 (M-Z) / Gr. 8 **If your problem has not been resolved through the above chain, please contact the Principal, Mrs. Dionne A. Jaggon, at (516) 876-5082 or djaggon@westburyschools.org**