Samuel Wolfson School for Advanced Studies - Guidance Team

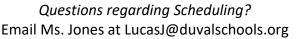
Ms. Janetta Jones, Assistant Principal of Curriculum Ms. Jana Jolly, School Counselor (A-L)
Ms. Nancy Salgado-Martinez, School Counselor (M-Z)

Ms. Denise Starn, Data Entry Clerk Ms. Jane Courtney Davis, College Liaison Ms. Meredith Lovett, Attendance Clerk



Who do I contact?

Questions regarding Grades? Email Teachers directly



Questions regarding ESE/IEP?

Email Ms. Hood at HoodK1@duvalschools.org or Ms. Devoe at DevoeS@duvalschools.org

Questions regarding Lockers? Records? Seniors/Class of 2024? Email Ms. Starn at StarnD@duvalschools.org

Questions regarding International Baccalaureate? Email Ms. Benga at FarwellB@duvalschools.org

Questions regarding Colleges and/or Scholarships? Email Ms. Davis at DavisJ19@duvalschools.org

Questions regarding Attendance/absences? Email Ms. Lovett at LovettM@duvalschools.org

Questions regarding Mental Health, Section 504, Graduation Requirements?

Email Ms. Jolly (A-L) at JollyJ@duvalschools.org or

Ms. Salgado-Martinez (M-Z) at Salgado-MartinezN@duvalschools.org

Not sure who to ask?
Email Ms. Jones at LucasJ@duvalschools.org
Please note: The best, fastest way to a response is through the above email contacts and/or virtual appointments via TEAMS.

Schedules

Once you receive your schedule, check for the following:

- All 4 core academic classes (i.e. you have English, Math, Science, Social Studies)
- No Duplicate classes (i.e. English twice) or Missing classes (i.e. no class/blank for 2nd period)
- No Classes you have already taken/passed (i.e. you can only take HOPE once)
- No Classes for which you are not eligible (i.e. AP ENG COMP when you are a Freshman)

If all of your classes are correct but you want to request a schedule change (you want a different Science, you're placed in Chorus but you should have Band), then you will need to submit a Schedule Change Request online at

https://forms.office.com/Pages/ResponsePage.aspx?id=TR3rjaTQBE2JrvcHbLqp-ww1LFcvqy9NuDHu2h7skIhUNTg4RkFKSjQxVlBKODRLMUZLSDZENDA3Qi4u

The DEADLINE to submit requests will end on **Friday**, **August 11**, **2023**. Requests are first come, first serve (so don't wait). Note: You are NOT guaranteed a schedule change – some schedules are just not able to change.

"For the strength of the Pack is the Wolf, and the strength of the Wolf is the Pack" - Rudyard Kipling

