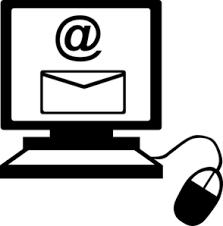
Information Technology Solutions



**Counseling Staff**

**Tenesha Caldwell-6th Grade**

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**Joycelyn Harris-7th Grade**

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**Jennifer Feinberg-8th Grade**

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(470) 296-1232

**Virtual Office Hours**

Monday – Friday

(8 am – 4 pm)

***Counselors will respond to messages left after regular office hours on the next business day*.**

Purpose

* Our counseling team is committed to providing school counseling services and support during our digital learning days.
* Please contact your counselor for any of your academic and/or social emotional needs.
* Counselor contact information is provided on the left.

Berkmar Middle School



How to Contact Your Counselor

1. Call or email your counselor during virtual office hours.
2. If you choose to email, please include
   1. First & Last name
   2. Student ID #
   3. Concern/question.
3. The counselor will respond via call or email or send you a link for a virtual meeting.
4. If a virtual meeting is required, your counselor will send you a link in the email to join the meeting at the designated time.

Virtual School Counseling Instructions