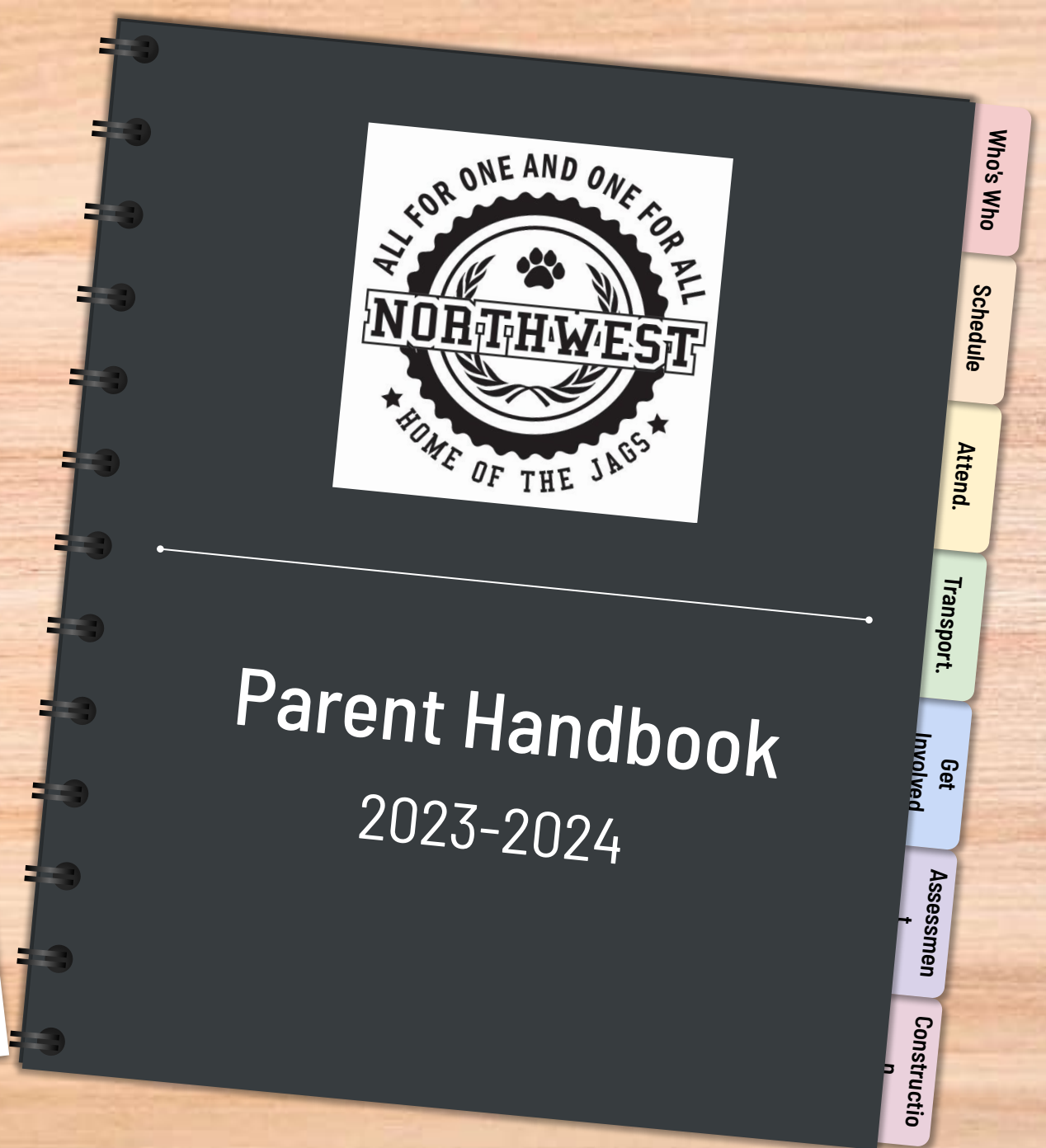


# Welcome!

Click to open the front page of the handbook.

From the front page, continue clicking to move page by page, or click on a subject tab to go directly to the information you need.



# Welcome to the Jaguars Family!



Please use this interactive  
parent handbook as your  
one-stop resource for the start  
to the 2023-2024 school year at  
Northwest High School.

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# Administration

**Mr. Scott Smith**

*Principal*

**Ms. Danielle Abdelsalam**

*Assistant Principal*

**Ms. Tara-Dee Henry**

*Assistant Principal*

**Mr. Jacob (Jake) Lee**

*Assistant Principal*

**Ms. Nyurka (Nikki) Morales**

*Assistant Principal*

**Ms. Ericka Singleton**

*Assistant Principal*

**Ms. Lori Knight**

*School Business Administrator*



## MEET OUR SCHOOL COUNSELORS!

### Grades 9-12

Last Names Beginning With	Counselor	Administrator
A - Biss	Mr. Flach	Ms. Singleton
Bist - Dau	Ms. McCarthy-Redd	Ms. Singleton
Dav - Gh	Ms. Kravitz	Ms. Morales
Gi - Jay	Ms. Blanco	Ms. Morales
Jaz - Lop	Ms. Cois	Ms. Abdelsalam
Loq - Mun	Mr. Freeman	Ms. Abdelsalam
Muo - Ov	Ms. Bunting	Mr. Lee
Ow - Ros	Ms. Kakoullis	Mr. Lee
Rot - Thai	Ms. Kim	Ms. Henry
Thaj - Z	Ms. Saah	Ms. Henry



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# Departments

<b>Counseling</b>	TBD
<b>English</b>	Ms. Ground <a href="mailto:Christine_E_Ground@mcpsmd.org">Christine_E_Ground@mcpsmd.org</a>
<b>Mathematics</b>	Ms. Wilson <a href="mailto:Deborah_J_Wilson@mcpsmd.org">Deborah_J_Wilson@mcpsmd.org</a>
<b>Physical Education and Health</b>	Mr. Corpuz <a href="mailto:Kevin_C_Corpuz@mcpsmd.org">Kevin_C_Corpuz@mcpsmd.org</a>
<b>Science</b>	Ms. Keller <a href="mailto:Emily_R_Keller@mcpsmd.org">Emily_R_Keller@mcpsmd.org</a>
<b>Social Studies</b>	Mr. Gordon <a href="mailto:Jonathon_M_Gordon@mcpsmd.org">Jonathon_M_Gordon@mcpsmd.org</a>
<b>Career and Technology</b>	Ms. Fischer <a href="mailto:Jennifer_R_Fischer@mcpsmd.org">Jennifer_R_Fischer@mcpsmd.org</a>
<b>Special Education, LAD</b>	Ms. Turner <a href="mailto:Emily_C_Turner@mcpsmd.org">Emily_C_Turner@mcpsmd.org</a>
<b>Special Education, Social/Emotional</b>	Ms. Currier <a href="mailto:Suzanne_M_Currier@mcpsmd.org">Suzanne_M_Currier@mcpsmd.org</a>
<b>Arts</b>	Ms. Stevens <a href="mailto:Kristina_R_Stevens@mcpsmd.org">Kristina_R_Stevens@mcpsmd.org</a>
<b>ELD</b>	Ms. Suarez <a href="mailto:Natalie_Suarez@mcpsmd.org">Natalie_Suarez@mcpsmd.org</a>
<b>World Languages</b>	Ms. Argueta-Dubbs <a href="mailto:Astrid_E_Argueta@mcpsmd.org">Astrid_E_Argueta@mcpsmd.org</a>

# Specialty Programs

<b>Academy of Biotechnology</b>	Mr. Silber <a href="mailto:Avi_Silber@mcpsmd.org">Avi_Silber@mcpsmd.org</a>
<b>Academy of Finance</b>	Ms. Vick <a href="mailto:Kristin_L_Vick@mcpsmd.org">Kristin_L_Vick@mcpsmd.org</a>
<b>Academy of Fine Arts</b>	Ms. Siewert <a href="mailto:Tessa_L_Siewert@mcpsmd.org">Tessa_L_Siewert@mcpsmd.org</a>
<b>Middle College Program</b>	Ms. Shapiro <a href="mailto:Lisa_M_Shapiro@mcpsmd.org">Lisa_M_Shapiro@mcpsmd.org</a>
<b>Ulysses Signature Program</b>	Mr. Parks <a href="mailto:David_P_Parks@mcpsmd.org">David_P_Parks@mcpsmd.org</a>



# Main Office

**Ms. Herrera**

Attendance Secretary

**Ms. Chikes**

Main Office Secretary

**Ms. Dofflemyer**

Main Office Secretary

**Ms. Strawser**

Main Office Secretary

**Ms. Veirs**

Main Office Secretary

**Ms. Hsieh**

Administrative Secretary

**Ms. Miller**

Financial Specialist

# More Helpful Contacts

## Health Room

**Ms. Leavy**

Health Technician

**Ms. Lichter**

School Nurse

## Athletics

**Ms. Tyler**

Athletics Specialist

## Parent Groups

**Ms. Summers**

President, PTSA and Booster Club

# Student Well-Being Team

## **Mr. Jacob Lee**

Assistant Principal supporting Wellness

## **Ms. Alissa Barron-Moffa**

School Psychologist

## **Mr. Jerry Logan**

Pupil Personnel Worker

## **Ms. Patricia Santos**

Parent Community Coordinator

## **Ms. Daniela Acero**

School Well-Being Social Worker

# Bridge To Wellness

## **Ms. Ellen Winter Leavy**

Mental Health Therapist

## **Mr. Daqwan 'Quan' Hill**

Youth Development Specialist

## **Ms. Angie Quiroz**

Care Manager

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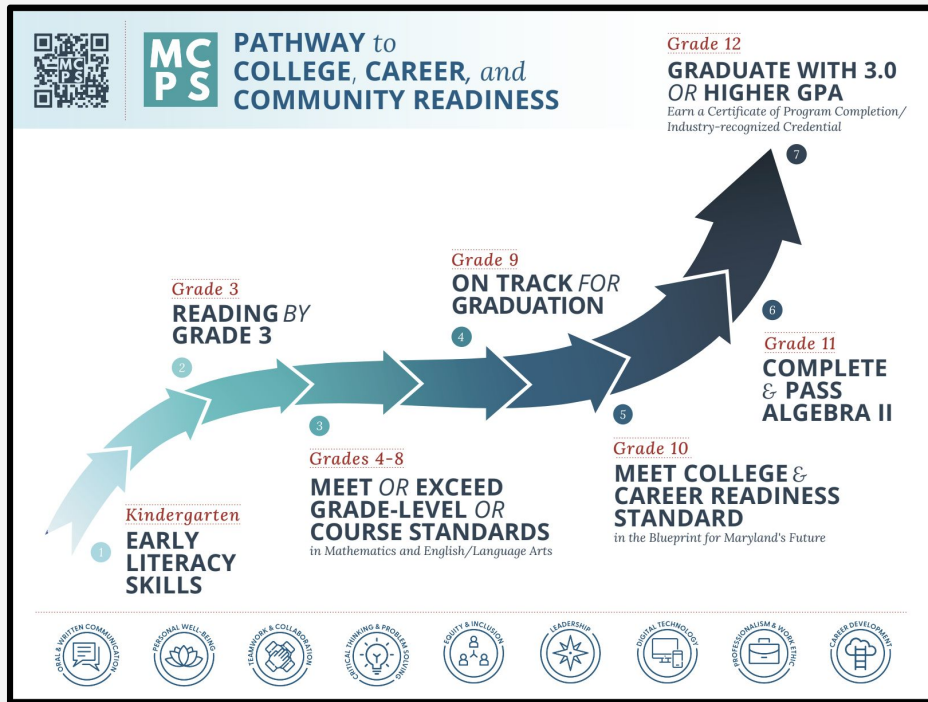
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# Pathway to College, Career, and Community Readiness.



## ■ High School

# MCPS Pathway's Video

- English
- Spanish



# Schedule

## Regular Bell Schedule

Period 1	7:45 - 8:31	(46 min)
Period 2	8:36 - 9:22	(46 min)
Period 3	9:27 - 10:20	(46 min + JAG-TV)
Period 4	10:25 - 11:11	(46 min)
Lunch	11:11 - 11:56	(45 min)
Period 5	12:01 - 12:47	(46 min)
Period 6	12:52 - 1:38	(46 min)
Period 7	1:43 - 2:30	(47 min)

- Here are all Northwest [bell schedules](#), including early dismissal and delayed opening bell schedules.

# Jag Paws

## Jag Paws

Period 1	7:45 - 8:27	(42 min)
Period 2	8:32 - 9:14	(42 min)
Jag Paws	9:14 - 9:51	(37 min including JAG-TV)
Period 3	9:56 - 10:38	(42 min)
Period 4	10:43- 11:25	(42 min)
Lunch	11:25 - 12:09	(44 min)
Period 5	12:14 - 12:56	(42 min)
Period 6	1:01 - 1:43	(42 min)
Period 7	1:48 - 2:30	(42 min)

- Jag Paws is a time to focus on wellness, celebrate diversity, social-emotional learning, opportunities to get academic help, receive important information from the school or county, and build relationships
- Occurs every Wednesday that is a full day of school.
  - No half days, Early Release days, etc.
- Occurs during your 2nd period class and is to be attended by all students.



# Lunch (11:11 - 11:56)

Northwest has one lunch period for all students. We are a "closed lunch" school, and all students are expected to remain on campus during lunch.

During the lunch period, students can pick up lunch in the cafeteria at any time during the period. Because our cafeteria seats around 500, students may eat in the media center and in the 1st and 2nd floor hallways in addition to the cafeteria. Weather permitting, students may eat lunch in the courtyard.

Breakfast will be provided from 7:15 am to 7:45 am in the cafeteria

**Full Price:** \$1.30

**Free/Reduced:** No Cost

Lunch will be provided in the cafeteria

**Full Price:** \$2.80

**Free/Reduced:** No Cost

The lunch period is a wonderful opportunity to get help with assignments, meet with student groups and clubs, and participate in activities scheduled during that time. We have one lunch so that teachers can open classrooms, if available.

Students are not permitted to order food to be delivered to school at any time of the day (i.e. Doordash, Uber Eats). If food arrives at Northwest on behalf of a student, the food items are confiscated, and the student will need to pick the order up at the end of the school day.

Parents dropping off lunch must do so at the main office before 11:00am.



# After School / Lockers

After school activities begin by 2:45 pm. Students are able to take activity buses home on Tuesdays, Wednesdays, and Thursdays. Those buses depart from Northwest at 4:30 pm.

After school, all clubs and activities will report directly to the Media Center to sign in where sponsors will meet them. All athletic teams will report to their assigned practice locations.



**A quick note on lockers:** Students in 9th and 10th grade are assigned lockers on the first day of school. Students in 11th and 12th grade may request a locker, which will then be assigned based on availability.

# Attendance

## What are excused school absences?

- Doctor/dentist appointments
- Illness of the student
- Death in the immediate family
- Court summons
- Hazardous weather conditions
- State emergency
- College visits
- Learners permit test
- Suspension
- Scheduled driving test (in car)
- Observance of a religious holiday
- Quarantine and Isolation (see next page)

# Attendance

## What are unexcused school absences?

- Oversleeping
- Missing the school bus or ride
- Car trouble
- Family trips and vacations

## Unexcused tardies

- Unexcused tardies will be recorded and three unexcused tardies will equal one unexcused unlawful absence.
- Once a student reaches three (3) unexcused absences, parents are notified by school staff.
- For students who reach five (5) or more unexcused absences, a specific attendance plan will be created, in partnership with families.

# Excusing Absences

If your student is participating in an extracurricular practice, rehearsal, or competition:

- Student must produce official documentation **prior** to the extracurricular event (doctor's note, court document, MVA documentation) that **they were the seen the same day as the event**. Documentation must be submitted to the attendance secretary the day of the event.

If your child is *not* participating in an extracurricular activity, an attendance note with an excused reason must be turned in within three (3) school days.

Please make sure your child's full name and their student ID number, date(s) of the absence, and reason for the absence are included in the note.

If your child is going to be absent for an extended period of time please contact your student's counselor and the attendance office for assistance.

## ***What do I do if my child wakes up and is too sick to attend school?***

- Send an email to the attendance secretary at each day your child is out, and no note will be necessary when your child returns to school.
- Or, your child may bring a note within 3 days of the absence to the attendance office.

**EMERGENCY CARDS** can now be accessed through **Synergy/ParentVue**. Please be sure to double check that all information (including email address) is entered correctly.



# Need to come in?

**Visitor Parking** is located in the stadium parking lot and in front of the Main Office. Please do not park in any numbered parking spot. **All visitors must check in at the Main Office with a valid photo ID.**

**How do I get items to my child?** We will not interrupt instruction. All items (within reason) are to be left in the Main Office labeled with the child's name.

**If your child calls you** because they are sick and want to be picked up, instruct them to get a pass from their teacher to go to the Health Room.

- When you arrive, report to the main office and we will call the Health Room. Students who are ill **must** report to the Health Room prior to dismissal, and should not ride the bus home.

**Picking up your student for an appointment during school hours?** Your student should bring a note to the attendance office in the morning indicating what time they need to leave. The Attendance Office will issue the student a pass to leave class at the specified time.

**If you are dropping medication off for your student,** the Health Room is open from 7:15 am to 2:45 pm. Please call at 240-740-7102 to arrange a time to drop off medication. Please note that parents must drop off medication. **Students are not allowed to self-carry any medication unless approved by the nurse.** Please contact [Jennifer\\_Lichter@mcpsmd.org](mailto:Jennifer_Lichter@mcpsmd.org) if you have any questions about forms and medication.

# MCPS Bus Transportation

Northwest has two bus runs that are available to all students. A cadre of buses leaves our campus after 7th period (the 2:30 bus run) and our activity buses (the 4:30 bus run) are available on Tuesdays, Wednesdays, and Thursdays beginning September 13th. Most students' classes end at 2:30 when 7th period concludes. All bus routes are located on the Northwest main page of our website.

If there are any questions, contact [Ms. Tara-Dee Henry](#).



## Drop-off/Pickup & Student Drivers

Northwest High School opens at 7:00 am.  
Please do not drop students off before then.

To drop off or pick up students in the morning and the afternoon, parents may enter the lower parking lot. **Do NOT enter the upper parking lot between 7:00 - 7:55 am or 2:00 - 3:00 pm.**

Juniors and seniors with valid Northwest issued parking passes may park in the student lot. Contact [Lori\\_Knight@mcpmd.org](mailto:Lori_Knight@mcpmd.org) with questions about parking passes.

Students coming to school via the lower parking lot (dropped off, driving themselves, walkers) may enter the building through the gym lobby doors.

Students taking a bus or walking may enter through the main doors.

Students arriving after the start of first period must report to the Attendance Office to sign in and receive a pass to class.



## NWHS PTSA

### Parent Teacher Student Association

#### What We Do:

- Advocate for school/community on a local, state, and national level
- Organize staff appreciation events
- Coordinate the After Prom Party
- Provide scholarships to graduating NWHS seniors
- Support programs such as Jags Sleep Out and Diversity Night
- Fund school improvements

**PTSA**<sup>®</sup>  
*everychild. one voice.*<sup>®</sup>

## NWHS PTSA

### Parent Teacher Student Association

#### Fundraisers:

- [ACT/SAT Practice Test Program](#)
- [Amazon Smile Shopping](#) (link to Northwest High School PTSA)
- [Commemorative Brick Sales](#)
- [Dining for Dollars Restaurant Events](#)
- [Membership](#)





## NWHS Booster Club

### What We Do:

- Support all school-sponsored extracurricular activities
- Contribute to the after Prom Party
- Provide scholarships to Northwest Seniors

### PTSA/Booster Club Fundraisers 2023-24:

[After Prom T-Shirt Sale: Pre-Orders ONLY through 9/17/23](#)

[Silent Auction: 11/9/23](#)

[Northwest 5K: 4/13/24](#)

[Dining for Dollars Restaurant Fundraisers](#)

[Donate to After Prom](#)

[Join PTSA & Booster Club](#)

[Leave Your Legacy - Purchase Commemorative Brick](#)

[Purchase Spirit Wear](#)

[Volunteer for Concessions](#)



### Get Involved with our Parent Groups!

- Subscribe to our newsletter
- Attend meetings
- Join PTSA and Boosters
- Support fundraising efforts
- Volunteer
- Follow us on social media @NWSPTSA and @NWSBoosters

**Please visit the PTSA & Boosters website:**  
[www.nwsptsa.org](http://www.nwsptsa.org)

## NWHS Parent Councils

We are looking to engage our African American, Asian and Latino/Hispanic families in our Northwest community. The goal of our parent councils is to promote an environment of understanding and common purpose among parents and school staff. Please contact the following staff members if you are interested in a parent council.

African American Parent Council  
[Tara-dee\\_S\\_Henry@mcpsmd.org](mailto:Tara-dee_S_Henry@mcpsmd.org)

Asian Parent Council  
[Danielle\\_M\\_Abdelsalam@mcpsmd.org](mailto:Danielle_M_Abdelsalam@mcpsmd.org)

Latino/Hispanic Parent Council  
[Nyurka\\_I\\_Morales@mcpsmd.org](mailto:Nyurka_I_Morales@mcpsmd.org)

Please complete this parent questionnaire:  
[Parent Council Questionnaire](#)



# NWHS NAACP Parents' Council Representative

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## NAACP Parents' Council Your Representative at Northwest HS is Kelly Wyatt Kipoliongo PTSA Member and NAACP Member

### The Role Includes:

- Advocating for African American students in the school
- Sharing information presented at PC meetings
- Serving as a liaison between school and parents
- Connecting parents with services presented at PC meetings
- Attending monthly PC meetings
- Referring parents with a concern to our Parents' Council Advisors
- Planning/supporting activities for AA parents and students at your school. (Sometimes we will partner with other schools in your cluster when planning events.)



Kelly Wyatt Kipoliongo  
[Kelly\\_Wyatt1@hotmail.com](mailto:Kelly_Wyatt1@hotmail.com)  
Plan to be Reachable thru the NWHS website

[www.naacppc-md.org](http://www.naacppc-md.org)



## NWHS SGA Student Government Association

- SGA serves as the tie between Administration and the Student Body.
- SGA creates opportunities for students to be represented in school-wide decisions.
- SGA sponsors community initiatives such as Spirit Weeks, Voter Drives, and Homecoming Week events.

### Upcoming SGA Events

- 9/13: Freshman Voting for Freshman Officers through English classes
- 9/29: Homecoming Game
- 9/30: Homecoming Dance



## NWHS MSP Minority Scholars Program

MSP is a student-led initiative in Montgomery County Public Schools that focuses on closing the achievement and opportunity gap affecting minority students.

Northwest is one of the largest and most diverse high schools in Maryland. MSP at Northwest is about advocacy and educating our communities on our cultural differences.

We organize fun educational events, college trips, and community service outreach projects. MSP offers many special interest groups for students to choose from.

One of our main focal points is academic support provided by peers and teachers.





# Athletics



Northwest has nearly 50 athletic teams competing across three seasons. Aside from the numerous championships our teams have earned over the years, our student-athletes maintain consistently high levels of academic success in high school and beyond.

**Registration** for all sports occurs on ParentVue. Registration will open approximately 1 month before the season starts. Current forms for MCPS athletic participation and directions for registration can be accessed on [the MCPS Athletics page](#).

For more information, schedules and rosters, visit [NorthwestAthletics.org](#). Contact our Athletics Specialist at [Jody\\_D\\_Tyler@mcpsmd.org](mailto:Jody_D_Tyler@mcpsmd.org)

Additionally, we are grateful to have a strong Booster Club partnering with our programs! For more information about how you can get involved, explore the [Northwest PTSA and Booster Club website](#).

**Tickets** for all MCPS athletic events will be sold digitally through [GoFan.co](#). No cash will be accepted. Tickets can be purchased using the QR code below, or from the [Northwest website](#)

Season and Year-Long passes are also available for purchase on GoFan. They are a great deal!

Spectators at all sporting events are expected to display appropriate and positive behaviors. We want Northwest to always show **#JagPride!**





# AP Courses & Testing

If your student is taking an AP course for the first time, they must create a My AP account on the [The College Board's AP website](#). From here, click the yellow "sign in" button, then follow the steps to make a new account.



*Please note that failure to join the AP Course section online may result in exam late fees.*

All students taking an AP class must [join the course section online](#) through their My AP account on the College Board AP website. Students will receive their course join code from their AP teacher in the first few days of the semester. Join early, as My AP also provides helpful support resources for students.

*All AP students are automatically registered to take the course's AP test. Exam fees are being paid for by the county. Information on how to pay AP exam will be shared by our AP coordinators, Ms. Myers and Ms. McClintock..*

# Thank you!

We look forward to a fabulous school year with your student and your family! Please do not hesitate to contact us with any questions.

