

# Welcome back WHS students and parents!

The school counseling office at Walkersville High School is ready for an exciting year! We look forward to working with students and families in order to promote academic success and college and career readiness.

## Counseling Department Information

### *School Counselors:*

Ryan Defibaugh	Grades 9-12 (A-F)	<a href="mailto:ryan.defibaugh@fcps.org">ryan.defibaugh@fcps.org</a>	240-236-7211
Susan Nash	Grades 9-12 (G and 504 students)	<a href="mailto:susan.nash@fcps.org">susan.nash@fcps.org</a>	240-236-7342
Lauren Bishard	Grades 9-12 (H-N)	<a href="mailto:lauren.bishard@fcps.org">lauren.bishard@fcps.org</a>	240-236-7210
Shannon Marble	Grades 9-12 (O-Z)	<a href="mailto:shannon.marble@fcps.org">shannon.marble@fcps.org</a>	240-236-7214
**Ms. Marble's Long-Term Sub this fall is Lauren Gordon		<a href="mailto:lauren.gordon@fcps.org">lauren.gordon@fcps.org</a>	240-236-7214
Brittany Kuhn	Grades 9-12 (Pyramid students)	<a href="mailto:brittany.kuhn@fcps.org">brittany.kuhn@fcps.org</a>	240-236-7352

### *Behavioral Support Specialists:*

Susan Nash	Grades 9-12 (A-Z)	<a href="mailto:susan.nash@fcps.org">susan.nash@fcps.org</a>	240-236-7342
Brittany Kuhn	Grades 9-12 (Pyramid students)	<a href="mailto:brittany.kuhn@fcps.org">brittany.kuhn@fcps.org</a>	240-236-7352

### *Coordinators:*

Shannon Marble	Students in Transition (A-Z)	<a href="mailto:shannon.marble@fcps.org">shannon.marble@fcps.org</a>	240-236-7214
Susan Nash	504 Plans (A-Z)	<a href="mailto:susan.nash@fcps.org">susan.nash@fcps.org</a>	240-236-7342
Kelley Cardy	FARMS (A-Z)	<a href="mailto:kelley.ramsburg@fcps.org">kelley.ramsburg@fcps.org</a>	240-236-7209

### *Support Staff:*

Deanna Meyer	Registrar	<a href="mailto:deanna.meyer@fcps.org">deanna.meyer@fcps.org</a>	240-236-7208
Kelley Cardy	Secretary	<a href="mailto:kelley.ramsburg@fcps.org">kelley.ramsburg@fcps.org</a>	240-236-7209

## **Keep in touch with the Counseling Office throughout the year:**

**Find Out First:** [www.fcps.org](http://www.fcps.org) – click on link to create account

**Website:** <http://education.fcps.org/whs/counseling>

**Twitter Account:** WHS Counseling @LionsCounseling

**Naviance:** <http://student.naviance.com/walkersvillehi>

**Schoology Group for Class of 2020 ONLY:** Students are added automatically. Parents who want to join can follow these instructions:

- Click **Groups** at the top of Schoology.
- Select **My Groups**.
- Click **Join Group** on the right.
- Enter the Group Access Code: K8FP-79NW-ZBVJP
- Click **Join**.

## **Counseling Office Services**

**Schedule Change Requests:** Schedule change request forms may be picked up and turned back in to the Counseling Office during the first 5 days of school. Schedule change requests for the fall semester must be handed in to the office by the end of the school day Monday, September 9<sup>th</sup>.

**Transcripts:** OFFICIAL transcripts are FREE upon request from current students. Please allow 24 hours' notice for *transcript only* requests; see Mrs. Cardy in the Counseling Office. There is also no charge if requesting an *electronic transcript* through Naviance. *Please allow two weeks processing time* for letters of recommendation. All hard copies of completed correspondence, letters of recommendation, and transcripts are to be picked up from the Counseling Office and must be mailed by the student.

**SENIORS:** Senior transcripts will be ready for college application submission beginning October 1<sup>st</sup>. Be sure to complete your SENIOR BRAG SHEET on your NAVIANCE STUDENT account before requesting any documents from the Counseling Office. Watch your deadline dates and requirements for Early Action and Early Decision. Please allow 24 hours' notice for *transcript only* requests. *Please allow two weeks processing time* for letters of recommendation.

**Do not worry** – counselors will be meeting with each senior individually to review questions and requirements during the first month of school.