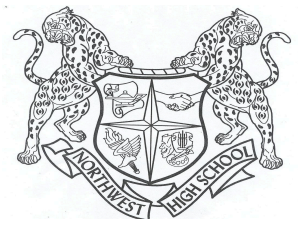


Northwest High School

13501 Richter Farm Road
Germantown, Maryland 20874
Phone: 240-740-7100
Fax: 301-601-4645



Mr. Scott E. Smith
Principal

August, 2025

Dear Northwest Students and Families,

On behalf of the entire Northwest staff, it is my absolute pleasure to welcome you to the start of what promises to be a powerful and transformative 2025–2026 school year! In just a few short weeks, we will proudly open our doors to over **2,300 incredible students**, each with unique talents, voices, and potential. As your principal, I could not be more excited to begin this journey with you.

This year, we are embracing the theme: **“Breaking Through Barriers.”** Whether academic, social, emotional, or systemic—this theme reminds us that we are not defined by the challenges we face, but by the courage and collaboration we use to overcome them. Every student at Northwest deserves a learning environment that affirms who they are and equips them with the tools to thrive. Together, we will break through the barriers that stand in the way of equitable success and shared excellence.

As I begin my fifth year as principal and my twentieth in Montgomery County Public Schools, I remain deeply honored to serve this community. The energy on campus is palpable, and our staff has spent the summer preparing our classrooms, programs, and systems to ensure that **every Jaguar feels a sense of belonging, purpose, and pride.**

This year, we will continue to focus on:

- **Rigorous and culturally responsive instruction** that challenges and engages.
- **Intentional relationship-building** with students, staff, and families.
- **Open and transparent communication** that keeps our entire community informed and connected.
- **A restorative and inclusive school culture** that supports the social, emotional, and academic growth of all students.

Our Instructional Leadership Team has been working hard to examine data, listen to feedback from students and families, and refine our strategies to ensure a responsive and forward-thinking approach to teaching and learning. Our shared vision is a school where success is not a destination for a few but a pathway accessible to all.

To keep you informed throughout the year, here’s how we’ll stay connected:

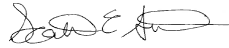
- **Weekly Sunday Messages:** Every Sunday evening, look out for a detailed email and text message via Remind with the latest updates and key information.
- **JagTV Announcements:** Daily announcements posted on our school website.
- **Website Updates:** Visit our Northwest High School website for ongoing news, resources, and important dates.
- **Social Media:** Stay connected with us on Twitter (now X) and follow some of our key accounts:
 - @NorthwestJags (Principal Smith)
 - @NWJagSports (Athletics)
 - @NWHSP TSA (PTSA)
 - @NWHBoosters (Booster Club)
 - @NWH_SGA (Student Government Association)
 - @NorthwestMSP (Minority Scholars Program)

The remainder of this letter includes important information to help you and your family prepare for the start of the school year. Please take time to carefully review each section. A digital version is also available on our school website under the "News" section.

If you have any questions after reviewing the materials, feel free to contact me directly at Scott_E_Smith@mcpsmd.org.

Thank you for your continued partnership, support, and trust. I can't wait to welcome each of you back to Northwest—where *breaking barriers* is not just a theme, but a movement.

With Jaguar Pride,

A handwritten signature in black ink, appearing to read "Scott E. Smith", with a stylized flourish at the end.

Mr. Scott E. Smith
Principal

Welcome New Staff to Northwest High School

Please join me in welcoming new staff to Northwest High School. Each individual brings a wealth of knowledge and experience to his/her position and a commitment to our students and school community.

Name	Department
Angelica Agosto	Registrar
Jessica Douglass	LAD
Bruce Fullenlove	Security Assistant
Hannah Hall	Science
Corey Jochim	PE/Health
Veronica Kumar	Math
Ernesto Lara	World Language
Lisa Miller	College Career Navigator
Christine Rhee	Math
Megan Sheeler	Security Assistant
Kevin Smithson	Media Service Technician
Keshawn Taylor	Assistant Principal

Please make note of your specific administrator. You can reach out to your administrator in regards to any items and/or concerns.

Administrator	Student Assignment(s)	Follow me on Twitter!
Mr. Keshawn Taylor Assistant Principal	All 9th Graders Class of 2029 Activities/Assemblies	@Mr_T_theAP
Ms. Nikki Morales Assistant Principal	A-Gira (Grades 10-12) Class of 2028 Activities/Assemblies	@Nikki_CoquiJAGS
Mrs. Danielle Abdelsalam Assistant Principal	Girb - Mam (Grades 10-12) Class of 2027 Activities/Assemblies	@NWJAGSAP
Mr. Jake Lee Assistant Principal	Man-Pet (Grades 10-12) Counseling Special Education	@NorthwestAPLee
Mrs. Tara-Dee Henry Assistant Principal	Peu-Z (Grades 10-12) Class of 2026 Activities/Assemblies	@APWhitely_Jags

Please also see below and make note of your counselor.

Grades 9-12	
Counselor	Last Names Beginning With
Ms. Susan Bunting	A - Ben
Ms. Tamela McCarthy-Redd	Beo - Dai
Ms. Christine Kravitz	Daj - Gira
Ms. Nancy Blanco	Girb - Jon
Ms. Athena Cois	Joo - Mam
Mr. Austin Freeman	Man - Mz
Ms. Kelly Cooper	O - Pet
Ms. Alexis Tanenbaum	Peu - Scip
Ms. Christina Kim	Sciq - Vos
TBD	Vot - Z

Bell Schedule

Our bell schedule will remain the same as last year with 6 minutes passing time. This year we will follow the Jag Paws schedule every Wednesday as long as it is a full school day. You can find the bell schedules [linked here](#).

Northwest Parent Councils' Questionnaire

We hope that you and your family will join us for future events and that you will consider becoming a part of the Northwest Hispanic Parent Council, African American Parent Council and the Asian American Parent Council. Please take some time to respond to this [questionnaire](#) and let us know how you would like to become involved. This questionnaire has been translated into Spanish.*

Please contact the following administrators for more information about the Hispanic, African American, and Asian Parent Councils at Northwest High School.

Hispanic Parent Council: Nyurka_I_Morales@mcpsmd.org

African American Parent Council: Tara-dee_S_Henry@mcpsmd.org

Asian American Parent Council: Danielle_M_Abdelsalam@mcpsmd.org

PTSA and Booster Club Information

Our PTSA and Boosters Organizations are key to our success. Linked here are the forms to join both the PTSA and Boosters. I urge you to support these worthy organizations which do so much to support our school and help us provide the best education possible to our students. You will find your involvement with one of our parent groups will help increase your student's sense of belonging and pride in Northwest High School.

[PTSA and Booster Club Welcome Letter](#)

Transition Day - August 25 (7:45 am - 2:30 pm)

All 9th grade students as well as new 10th, 11th and 12th grade students will attend Transition Day on August 25th. Students should look at the school website to locate their bus route information (times and stop locations). [Transition Day Schedule V1](#)

Bus Route Schedules

The 2025-2026 bus route schedules will be available to families this year in ParentVue/StudentVue on or about Friday, August 15, 2025. The information will be added to the Northwest High School website once it has been officially released by the Department of Transportation. Students must use their assigned bus stops for efficient routing and spacing on our buses. If there are any concerns about your student's bus route, please contact our Northwest Transportation Cluster Manager, Ms. Gail Walker, at 240-740-4731, or Northwest Assistant Principal, Ms. Tara-Dee Henry, at 240-740-7100.

First Day of School For All Students- Tuesday, August 26 (7:45 am - 2:30 pm)

On the first day of school, August 26th, all students will report to their grade-level homerooms to receive their schedules and important information. Alphabetical homeroom lists will be posted in the "Back-to-School Resource Bank" in the "News" section of the Northwest website by August 22, and they will also be posted throughout the building on the first day of school. (Note: If your physical address has changed since last school year, you will need to provide proof of residency. Please contact Ms. Jacqueline Scholl, registrar, at 240-740-7095 for information on the required documentation.) You can view our first week [bell schedule here](#).

Back to School Night - Thursday, August 21 (6:00 pm - 8:45 pm)

Our annual Back-to-School Night will be on the evening of Thursday, August 21. The evening will begin at 6:00 pm with a Community Information Fair between the gym and counseling lobbies. The PTSA, Booster Club, and various other student and parent groups will have tables with information about student activities and ways that parents and students can become involved in the life of the school. After the Community Information Fair, there will be a brief welcome from Mr. Smith at 7:00 pm which will provide families with directions on how to move through our Back-To-School Night. You will then have the opportunity to visit different departments to learn about Northwest from an academic and social-emotional standpoint. Northwest Ambassadors will be available to assist you in locating specific classrooms. The program will conclude at 8:45 pm. Based on previous experience, parking will be very tight. We will also have food trucks available beginning at 5:00 pm. Please arrive early and carpool if at all possible.

Senior Portraits

Victor O'Neill Studios will be back for senior portraits on August 11, 12, and 13, 2025. Please use this link to sign up for your slot: <https://www.vosphoto.com/northwest>. Additionally, I highly recommend reviewing the [attached letter](#) for additional information. Students should use the auditorium entrance when coming for their session. For questions regarding pictures, please contact Victor O'Neill Studio directly at seniors@vosphoto.com.

Lockers

All 9th and 10th grade students will be assigned lockers in their homeroom classes during the first two days of school. Every 9th and 10th grade student will receive his or her own locker. Every 11th and 12th grade student will have the option of receiving a locker in his or her homeroom class during the first two days of school. Students are not permitted to share lockers with other students, and they should never give their locker combinations to other students. If students do not follow these guidelines, the school cannot assume responsibility for lost or stolen items.

Summer Assignments

We have posted summer assignments on our website. Click [here](#) to find your respective class assignments.

MCPS Code of Conduct and Student Rights & Responsibilities

The MCPS Code of Conduct and *A Student's Guide to Rights & Responsibilities* will be distributed to all students in September. **Please note, there were changes made to the student code of conduct for the 2025-2026 school year.** You can find a summary of the revisions [linked here](#).

Updates from the Division of Food and Nutrition Services

Meal Prices: There are no changes in meal prices this school year. • Breakfast: regular price: \$1.30 (all levels); reduced price (all levels): no cost • Lunch: regular price: \$2.55 (elementary), \$2.80 (middle and high); reduced price (all levels): no cost **Beginning school year 2025-2026, students who qualify will not be charged that cost - meaning that reduced-price students will eat for free.**

The application for the Free and Reduced-Price meals for the 2025-2026 school year is now available for families to complete. www.montgomeryschoolsmd.org/departments/food-and-nutrition/meal-payments You may also contact the Division of Food and Nutrition Services directly at 240-740-7400 with any questions about the application and the process.

Applications: Free and Reduced-price Meals System (FARMS) applications have been updated for the new school year, and are now available online at www.MySchoolApps.com; this is the preferred application method. Students may qualify for free or reduced-price meals based on household size and income. They may also qualify if they are receiving Supplemental Nutrition Assistance Program (SNAP), Temporary Cash Assistance (TCA), or Medicaid benefits. Meal benefit eligibility from last school year will remain current only through the first 30 scheduled school days OR until a 2025-2026 application is processed. To complete the online application please visit www.myschoolapps.com. For additional information and directions, you may visit MCPS' Division of Food and Nutrition Services website at <https://www.montgomeryschoolsmd.org/departments/food-and-nutrition/>

**If you need assistance completing your Free and Reduced Lunch application, please contact our Family Engagement Specialist, Ms. Patricia Santos, by filling out her Support Request Form:*
<https://forms.gle/q3LSr48HprFTDm3cA>

Si necesita ayuda para completar su solicitud de almuerzo gratuito o a precio reducido, por favor comuníquese con nuestra Especialista en Participación Familiar, la Sra. Patricia Santos, completando su Formulario de Solicitud de Apoyo: <https://forms.gle/q3LSr48HprFTDm3cA>

Student IDs

Safety and security are two of our main priorities at Northwest High School. Students must enter through the main entrance, auditorium lobby, or gym entrance between 7:15 and 7:45 and show their ID upon arrival. Returning students in grades 10-12 should use their ID from last year; incoming 9th grade students and students new to Northwest will receive a temporary ID on Transition Day. All underclassmen will receive a 2025-26 ID on picture day through their math classes September 16th-18th; seniors will receive ID's when they take senior pictures.

In order to maintain a safe and secure school environment, all staff and students are required to have their ID badges visible at all times while on campus.

Key Points:

- **ID Visibility:** Your ID must be visible at all times. We will be providing a lanyard for all students during the first week of school.
- **Replacement:** If you lose your ID or it becomes damaged, you can get a new ID from the Northwest security office for \$5.

- **School Events:** Students must have their school ID in their possession to attend all school sponsored events (either at Northwest or away).

Attendance

Students are required to be present and on time for every class, every day. When students are absent, they must bring notes from their parents or guardians within three school days in order for the absence to be excused. Notes must include a parent signature and should be taken to the attendance office before school, during lunch, or after school. Additionally, we will be conducting hall sweeps this year. While we will start with a warning, for the first time a student is caught in a hall sweep, the second offense will result in an assigned afterschool detention.

Lunch

Northwest has one lunch period for all students, so that teachers can be available for make-up work, tutoring, and student organization meetings. The lunch period is 46 minutes long on days when we use a regular bell schedule. Students are allowed to eat in the cafeteria, in designated hallways throughout the building, in the courtyard, or on the sidewalk in front of the school. The media center and gym are also available for student use during lunch, but food is not allowed in the gym. Students may only eat in classrooms with teacher permission. **Please note that NO students will be allowed to leave campus for lunch or be allowed to order food for delivery.**

Business Office

The business office is located in room 322, directly above the main office. The business office is open for students before school (7:25 am - 7:45 am), during lunch (11:10 am - 11:56 am), and after school (2:30 pm - 2:45 pm).

Activity Buses

Activity buses depart from the school at 4:35 pm on Tuesdays, Wednesdays, and Thursdays beginning Tuesday, September 9. Activity buses are provided only for students who live in neighborhoods where bus transportation is provided to and from school.

Electronic Devices

All electronic devices (e.g., smart phones, iPods, etc.) must be turned off and out of sight in classrooms and during class time, unless students have been given permission by the teacher to use the device for instructional purposes. Items will be confiscated if students do not adhere to the school policy, and confiscated items must be picked up by a parent. Northwest will assume no responsibility or liability for lost, stolen, or confiscated devices or for the unauthorized use of any such device.

Student Emergency Information

Student Emergency Information should be updated through ParentVUE. Each year parents/guardians are required to complete the Annual Verification of Information through the Online Registration portal (in the right corner of your ParentVUE home screen). We highly recommend that you complete this as soon as possible. It is critically important that we have accurate parent contact information on file with the school and system as soon as possible.

Here are links to the [ParentVUE Support Guide](#) and [directions for completing the annual verification of information](#).

A Note on Military Recruiting and Directory Information

If a parent does not wish to have his/her child's name made available to military recruiters and/or does not wish to have their child's directory information included in the student directory, they should complete the "Directory Information Withholding" portion of the ParentVUE annual verification of information online registration. You may also complete [MCPS form 281-13](#) - *Annual Notice for Directory Information and Student Privacy*. The form must be returned to the school by Friday, September 12, 2025.

Testing Accommodations for the College Board Tests (AP, SAT, PSAT)

In order to receive accommodations on these tests, a student must request the accommodations by submitting a Student Eligibility Form. The form must be completed by both parents and school officials and then mailed to the College Board **at least seven weeks in advance of the student taking the first test**.

The criteria established by the College Board for granting testing accommodations differs significantly from those used by Montgomery County Public Schools. Students who have an Individualized Educational Plan (IEP) or a 504 Plan are not guaranteed that the College Board will provide accommodations. The College Board requires current neuropsychological testing (within the past three years) which documents the specific need for each requested accommodation. Please contact your student's counselor in the [Counseling Office](#) (240-740-7080) in order to obtain the forms and to ask questions about this process.

Home-School Communication

Effective home/school communication is important to us at Northwest High School. Our entire staff is available to help you with your questions and concerns. The main school number is 240-740-7100. A more complete list of important contacts and numbers is published on our website. Please do not hesitate to call or make an appointment. Our website, <https://www.montgomeryschoolsmd.org/schools/northwesths/> is another excellent source of information about school events with which I hope you will become familiar.

Health Room Information

Below is an important message from our School Nurse, Ms. Jennifer Lichter.

Health room staff plan to be available beginning August 13, 2025. Forms may be submitted over the summer by:

- a) Emailing to Jennifer_Lichter@mcpsmd.org or Lauren_B_Leavy@mcpsmd.org
- b) Fax: 301-601-4645;
- c) Mail: Northwest High School, 13501 Richter Farm Road, Germantown, MD 20874; or
- d) Drop off to the health room beginning August 13, 2025.

Please Note: *Health room staff will NOT be monitoring health forms sent to the nurse's email and/or school over the summer; forms will be reviewed when health staff return in August 2025. For school-related health matters that require planning during the summer, please call School Health Services during normal weekday business hours at 240-777-1550.*

1. Summer physicals & healthcare appointments:

Please plan to bring health forms that are applicable to appointments your child may have this summer: [Health Inventory Form](#), [Medication Authorization Form](#), [Anaphylaxis Medication Form](#), [Asthma Action Plan/Medication Form](#), [Dental Health Form](#)

2. Medication requirements for 2025-2026 School Year:

All medications at school require an authorization form to be completed by a healthcare provider and parent/guardian. This pertains to all prescription, over the counter and emergency medications kept in the health room or self-carried by students. Links to these forms are contained in section 1, above.

Parents/guardians are requested to call the health room prior to dropping off medications and forms so we can arrange to meet you.

3. Immunization Requirements for 2025-2026 School Year:

All students must have up to date immunization records prior to the start of the 2025-2026 school year. Parents should contact their doctor to make sure their child is properly immunized and submit a copy of the documentation to the Health Room at your child's school as soon as possible, but no later than Monday, August 25, 2025 the first day of the 2025-2026 school year.

Immunizations for students new to MCPS and children in Kindergarten through Grade 12, are available Monday through Friday, by appointment, at locations in Rockville and Germantown.

Appointments are available at:

- School Health Services Immunization Clinic at Rocking Horse Road: 4910 Macon Road, Rockville; Phone: 240-740-4430
- Germantown Health Center: 12900 Middlebrook Rd., Germantown; Phone: 240-777-3380

[Visit this webpage](#) to view the full list of immunization requirements for students.

4. Asthma & Allergies: Please complete and submit a [Student Asthma Management Plan \(SAMP\)](#) and [Allergy Form](#) if your child has asthma and/or allergies. For medications at school relating to Asthma and Allergy management, please refer to sections 1 and 2 above for forms and medication requirements.

The health room looks forward to supporting NWHHS students in the upcoming school year!

Parking Permits

Parking permits for the full year only will be sold beginning August 26, 2025. Parking permits for the second semester will be sold beginning January 27, 2026. Applications and payment will be accepted by the Business Office (Room 322) before school (7:25 – 7:40 a.m.), during student lunch (11:10 – 11:56 a.m.), and after school (2:30 – 2:45 p.m.). Students must have no outstanding financial obligations to the school and must be academically eligible (2.0 cumulative GPA with no more than one E) in order to be eligible for a parking permit. The fee for a full year permit is \$78.00, which includes the processing fee. Starting this school year, payments will be made strictly through SchoolCash Online. A payment link will be sent to the students school email address once applications are received, reviewed, and approved. During the first three weeks of school (August 26-September 12), students may use any parking space in the lower parking lot. When students receive their parking permits, they will be assigned a parking space. Parking permit applications are available in the "Back-to-School Resource Bank" in the "News" section of the Northwest website. Beginning Monday, September 15, all cars driven by students must display a valid 2025-2026 parking permit and be parked in the student's assigned space. Cars that are parked in the incorrect space or that do not have a valid parking permit may be ticketed and towed at the owner's expense.

SchoolCash Online

Montgomery County Public Schools transitioned to a new online payment system called SchoolCash Online (SCO) as its preferred method of payment for school-related fees such as fundraisers, field trips, obligations, etc. (Please note that the new payment system is NOT related to school cafeteria accounts). SCO helps parents/guardians and community members pay school-related fees safely, quickly, and easily. This system has helped to increase efficiency and security at schools by making payments directly into schools' bank accounts and eliminating the need for teachers to handle money. In addition, once registered, you will be immediately informed about school activities! The new system puts all of the school-related fees online for purchase so users can make purchases online using a credit card or e-check. A processing fee will be included on all items available for purchase, regardless of the type of payment used on SchoolCash Online or at the school. As of August 2023, parent/guardians no longer need an SCO PIN number to add their student(s) to their SCO account. Guardians will automatically receive an email from SCO (noreply@schoolcashonline.com) with registration instructions for those with an email address on file with the school. For approved parent/guardians who do **not** currently have an account, an automated email is sent out with an invitation to create an account. For approved

parent/guardians who **already have** an SCO account but have not yet linked their student(s) to their account, an automated email is sent from SCO for each linked student. The email has an “Accept” button, that once clicked, will attach that parent/guardian’s child to their account automatically. If you need support with the registration process, please email the Parent KEV Group support drop box at parenthelp@kevgroup.com, or call 866-961-1803. You can also contact the school financial specialist, Jacqueline Miller, via email at Jacqueline_N_Miller@mcpsmd.org.