



Notre Dame Academy Contact Sheet

Main Line: 678-387-9385. Individual extensions are included below.

Accounts, Tuition, and Billing

(including FACTS), Business Office

Ext. 231, BusinessOffice@ndacademy.org

Admissions - Whitney Vollmer

Ext. 236, wvollmer@ndacademy.org

Athletics - John Cole Kirksey

Ext. 206, jkirksey@ndacademy.org

Attendance, Tardies, and Early Checkouts

Lower and Middle School,
Jennifer Atkinson, Ext. 221

jatkinson@ndacademy.org

Upper School, Marie Arnette,
Ext. 201

marnette@ndacademy.org

Clinic - Erin Finneran

Ext. 249,

efinneran@ndacademy.org

College Counseling - Kathi Woods

Ext. 216, kwoods@ndacademy.org

Contact Information Updates, PowerSchool, ManageBac, Records Requests, or Middle and Upper School Schedules

- Sarah Oberholtzer

Ext. 263, soberholtzer@ndacademy.org

Financial Aid - Kelly Quinn

Ext. 266, kquinn@ndacademy.org

Fine Arts Program - Amy Lascelles

Ext. 209, alascelles@ndacademy.org

Learning Support - Theresa Payne

Ext. 291, tpayne@ndacademy.org

Lunch Program - Welch's

Personal Chefs - Direct line:

470-403-9031

Visit: <https://welchpersonalchefs.boonli.com>

Set up an account. Password is: nda1

Principals - **The teacher should be contacted first for academic or conduct matters.*

Mrs. Julie Derucki, Lower School and Middle
School Principal (Pre-K through 8th grade)

jderucki@ndacademy.org

Dr. Chris Smart, Upper School Principal (9th
through 12th grade) csmart@ndacademy.org

Religious Education and Service Learning

Julie Pack, Ext. 227, jpack@ndacademy.org

Technology Support - iPads or MacBooks

Eddie King, Ext. 223, eking@ndacademy.org

Uniforms, Spirit Store, and Volunteer Opportunities

- Sandy Bianco

Ext. 238, sbianco@ndacademy.org