PRINCIPAL

DR. MARVIN J*.* CRUMBS

ASSISTANT PRINCIPALS

SONYA M. ALLEN

MICHELE A. GRIER

TROY MCGARR

MAGNET DIRECTOR

WENDY HENDERSON





 1 700 CHEROKEE AVENUE COLUMBUS, GEORGIA 31906

 PHONE (706)748- 2534 FAX (706)748-2546

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**Dear Columbus High School Students and Parents**,

The 2022-2023 school year is quickly approaching. We have some important information to share with you, as well as some reminders.

* Verification Day for Sophomores, Juniors, & Seniors is on Thur. morning 8/4/2022 from 8:00 am to 11:00 am. (Seniors 8:00 – 9:00 am) (Juniors 9:00 – 10:00 am) (Sophomores 10:00 – 11:00 am )
* Verification Day for Freshmen students is on Thur. evening 8/4/2022 at 6:00 pm.
* Verification Day for Transfer students is on Thur. evening 8/4/2022 at 6:00 pm in the Choral Room (Room #129 – accessed through the garden courtyard).
* Any students (returning or new) who do not attend their designated verification day should pick up their schedule on the first day of school from their homeroom teacher.
* School begins on August 8, 2022.
* We will begin school at 8:10 am and end at 3:25 pm.
* Students may enter the main building at 7:55 am.
* Warning bell rings at 8:05 am. First period starts at 8:10 am. Any student not in their 1st period class by 8:10 am must check in through the Attendance Office and present a pass.
* **Students who do not ride a bus, must be picked up, in front or rear of the cafeteria by 3:30 pm UNLESS they are under the supervision of a Coach or Extracurricular Sponsor. There will be no afternoon supervision for students not with a Coach or Sponsor.**
* Lunch will be during 4th period. There a total of four lunch periods (A, B, C, & D). Your lunch period is listed on your schedule. (If you have Lunch A, you report to lunch immediately when the 4th period bell rings. If you have Lunch B, C, or D, you will report directly to your 4th period class when the 4th period bell rings).

**Students should report to their homeroom teacher, first, on the first day of school (no later than 8:10 a.m.). Homeroom teachers can be located on the schedule received on verification day.**

**VERIFICATION DAY \*\*\*Sophomores, Juniors, and Seniors\*\*\***

Verification day for ***returning students*** (sophomores, juniors, and seniors) is Thur., **August 4th from 8:00 am to 11:00 am in the gymnasium.**

**\*Freshmen and transfer students (upperclassmen who are new to CHS) should not report during the morning for verification.**

Students will receive their schedules, *based on the requests they chose during the registration process*, and a bus pass.

**No student may verify for another student.** In order to facilitate the process of verifying that the student will be attending Columbus High School and to alleviate congestion in the gymnasium, please follow the directions below: Each grade level is asked to report to the gymnasium according to the following times:

**Seniors 8:00 – 9:00 am     Juniors   9:00 – 10:00 am   Sophomores   10:00 – 11:00 am**

During the morning verification, please allow about 30 minutes to complete the process.  Students will be encouraged to leave the gymnasium as soon as they complete their registrations since we need room for other students to enter the gym and register. Please communicate this with your student(s) as it is important for a smooth and uneventful day.

 **Entrance**

**We will confirm that students do not owe money for fines, lost books or other school property, field trip fees, social fees, etc.** Students who have unpaid fees will proceed to the Fines Table located in the gym foyer (concession stand).  Once the fine is cleared, the student will receive their schedule and then be allowed entrance to the gym to complete the registration process. We can only accept cash or a check made out to Columbus High School.

**Schedule Tables**

Tables will be set up alphabetically by grade level.

Students should report to the appropriate table where a faculty member will be distributing schedules.  Note that this is a tentative schedule since some rescheduling may be required to balance class sizes.

If the schedule is incomplete, the student should see Mrs. Grier, Ms. Allen, or Dr. Crumbs in the gymnasium.

**Parking (Juniors & Seniors Only)**

**Seniors who paid for PTSA membership and parking early, need to pick up their parking decal at verification.**

Parking spaces cost **$30.00** this year.  Students must present their **schedule**, **driver’s license**, **license plate number,** **proof of insurance** and **vehicle registration**.  Check the CHS website, **www.columbushighga.org**, print the CHS Vehicle Registration form. **The form** **MUST** **be** **brought to verification already filled out.  Students will not receive a parking permit until this form is completed.**  The selection of spaces will be first come, first serve.  **Only the student or the student’s parent may acquire a parking space. The parent must have all the required information in addition to their own picture identification.** Students should keep their receipt for their own records.

 **Bus Passes**

Bus passes will be distributed in the gymnasium. Students should present their schedules at the bus pass table. Student who need a bus pass, but do not have one already printed will complete a bus request form online at https://apps.muscogee.k12.ga.us/TransportationRequest/  If this is the case, the MCSD transportation department will send your pass to the CHS attendance office as soon as one is available. This may take up to two weeks. Parents should be prepared to provide transportation for their student until their bus pass is provided by the Transportation Department.

 **CHS Spirit Wear** -  \*\*Spirit wear will be sold by the PTSA and school groups.

 ***NOTE: Students who do not attend verification day should pick up their schedule on the first day of school in their homeroom.***

**VERIFICATION DAY \*\*\*FRESHMEN & TRANSFER STUDENTS\*\*\***Verification Day for ***incoming freshmen and new students*** will be Thursday, **August 4TH at 6:00 p.m.** Students will receive their schedule, based on required courses and the requests that were made on the elective forms (incoming freshmen), as well as bus passes.

On verification night, freshmen students will report to their Homeroom class to receive their schedule and receive orientation from their Homeroom teacher. Signs will be posted to notify students which homeroom they are in. **All parents (freshmen & transfer students) will report to the auditorium for orientation**. Transfer students will report to the Choral Room (Room #129 – accessed through the garden courtyard).

Students and parents will be able to tour the building after orientation and meet athletic coaches and extracurricular sponsors in the cafeteria. CHS spirit wear will be available for purchase.

**All students will report to homeroom first on Monday, August 8, 2022.  The student’s homeroom is printed on the schedule.**

 **Schedule Issues on Verification Days**

On verification day, schedule changes will only be honored for the following reasons:

1. You are taking a class you have already taken.
2. You are missing a class you need to graduate (English, Math, Science, Soc. Studies, & Foreign Lang.)

***Seniors Only – missing an ACADEMIC elective, FINE ART, or second AP course to meet magnet graduation requirements.***

1. You are in a course that you have not met or taken the pre-requisites for.
2. A student is missing a course. This happens when the course could not be created (not enough interest) or there is a schedule conflict.

**SPECIAL NOTE:** Please keep in mind that classes are balanced and **teachers are prepared to begin instruction on the first day of school**. Courses do not have a “trial” period. If a student asks for a schedule change, the schedule change not only affects that particular student but other students as well due to class size and state guidelines. The master schedule is prepared based on what students choose for core and elective courses during the registration process and from the elective courses chosen by the incoming freshmen. Summer work is required for some of these courses.

In addition, our guidance counselors check each student’s four-year plan annually to ensure each student is registering for the appropriate courses to graduate during the registration process.

Students will not be withdrawn from a course because they did not complete the summer assignment for that course.

Teacher changes will not be permitted.

The order of classes, on the schedule, cannot be changed. Classes are full.

**CHS ID Cards**

**All students will have their ID photos taken during the first and second week of school.**

**SUMMER ASSIGNMENT REMINDERS**

All summer assignments and their due dates are posted on the Columbus High School website: <http://www.columbushighga.org/>

**FREE & REDUCED LUNCH**

The USDA will no longer provide meals at no cost to every student. Students will be expected to pay for meals, unless they qualify for free or reduced price meals. If you believe you qualify for free or reduced price meals, you should complete the Free and Reduced Price Meal Application located on the Families tab of the MCSD webpage under “Apply For Lunch”. Paper applications will be available in the School Nutrition Office at the Public Education Center, 2960 Macon Road, Columbus GA. Parents may call the School Nutrition Office for additional information: 706-748-2389.

**PARENT TEACHER STUDENT ASSOCIATION (PTSA)**

As we prepare to return to school, we want to make you aware of a very important piece of being a part of the Columbus High School Blue Devil family. That would be membership in our award winning PTSA. There are several committees and functions that need your input and support. Attached is a membership form for your entire family to join. We encourage you to join and support your school's PTSA and all the great things they do for our students. Thank you! To join you may pay online at <https://columbushighspiritwear.ecwid.com/> or complete the attached PTSA Membership Form and bring the completed form with you to Verification Day.

**CLASS DUES PACKAGES**

This year we are offering parents the option to pay for class dues, yearbook, class t-shirt, & prom tickets upfront with a discount for early payment. Class Package items are optional purchases. Information about class packages was mailed home the week of July 10th. A digital copy is attached. Please note that this does not include payment for field trips and social fees. If you would like to purchase a package, please fill out the enclosed form and bring the form and payment with you to Verification on 8/4/22. After Verification Day, you may purchase a package through your Class Sponsor up until 8/12/22; after that date, the package will no longer be offered and students will have to pay the non-discounted price.

**ONLINE REGISTRATION**

Online Registration is **required** by the Muscogee County School District. Every student must have it completed prior to getting a schedule on Verification Day. Please visit the district website to complete your online registration and upload the required forms, if you have not done so already. Please use this link to access OLR: [https://muscogee.k12.ga.us/.../Student.../OnlineRegistration](https://muscogee.k12.ga.us/c/Divisions/StudentServices/StudentRegistration/OnlineRegistration?fbclid=IwAR0M7q7sA5J3yXLQffqir4ecBU8P3ktOgwAKnzhgJawuihq2RX317IGnTkg)

We hope you are having a great summer and look forward to a wonderful 2022 - 2023 school year! We hope to see all students, parents, faculty, staff and alumni at this year’s academic, athletic and special events cheering our Blue Devils on!

We are, as always, Columbus High!

CHS Administration