



HEPHZIBAH COMPREHENSIVE HIGH SCHOOL

Marva Tutt, Ed.D. Principal
Melissa McAllister, Assistant Principal
Chris Nabahe, Assistant Principal
Tabatha Tucker, Assistant Principal



July 24, 2019

Dear Hephzibah Rebels Families,

On behalf of our entire staff, we would like to welcome our students to another great year at Hephzibah High School! It is with great honor and much enthusiasm that I introduce myself as the new principal of such a great institution with a rich history of academics, athletics, and community support.

Let me begin by introducing myself. My name is Marva Tutt and I have over 22 years of educational experience including teacher, administrator, consultant, but my favorite job is as an advocate for children and teachers. I am a native Augustan and a graduate of A.R. Johnson High School. I received a Bachelor of Science degree in Mathematics Education from South Carolina State University, a Master of Education in Educational Administration from Winthrop University, and a Doctorate in Educational Administration from Argosy University.

I would also like to introduce you to our new Assistant Principal, Chris Nabahe. He has been a teacher, instructional coach and most recently assistant principal at Butler High School. In addition to new faces in administration, we have added new faces to our staff in many other areas including Math, Special Education, English, and Foreign Language departments.

We are looking forward to a productive partnership with you to ensure that our students can achieve at the highest potential. We recognize that in order to be successful in school, our students need support from school and home. As partners, we share the responsibility for student's success. We ask that you support our mission and vision by ensuring that students:

- Attend school daily and arrive on time, ready to learn. Our school hours are 7:30 a.m.-2:30 p.m. Breakfast begins at 7:00 a.m. Students will not be allowed to enter the building before that time.
- Complete all assignments given by teachers and coach.
- Use technology, including social media, in a positive manner. Many school problems can be alleviated if students would exercise digital citizenship.
- Follow the expectations set by the administrators and other school officials.
- Follow the dress code from the Richmond County School System Code of Conduct. **Pajamas, blankets, hats, bonnets, bedroom shoes, doo-rags, and scarves will not be permitted.**

We understand that some adjustments to the schedule may be necessary. Please note that the guidance department will have a drop and add period to make those adjustments. We ask that you allow us adequate time to meet those requests to ensure that we have accurately met each student's graduation requirements. **Please note that we will not schedule guidance appointments during the first ten (10) days of school to ensure that students are properly placed and class sizes are balanced.**

We also know that lunch lines will be long and lunch may run over for the first few days as we become acclimated to a new school year. Every student will be served lunch.

Finally, Open House will be held on Friday, August 2, 2019, from 3:00 p.m.-7:00 p.m. We will hold a parent meeting at 5:30 p.m. for freshmen and new students.

If you have any questions or concerns, I can be reached via email at tuttma@boe.richmond.k12.ga.us.

Your partner in education,

Marva Tutt, Ed.D.
Principal



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