# **Logistic Information**

# **Bookkeeping**

#### **Contact Mary Cate Tinsley**

Payments should be dropped off in the blue payment box in the lobby, mailed to the school, or submitted through the payment link on the invoice.

Yearbook Orders -will be paid for through an online system so watch the newsletter for details.

#### Home School Law & Accreditation

Coram Deo is a non-traditional education center that is accredited through the Georgia Accrediting Commission. http://gac.coe.uga.edu/.

The state regulations have not kept up with current schooling trends. At this time each family at Coram Deo must fill out an Intent to Homeschool located here. <a href="http://www.gadoe.org/Curriculum-Instruction-and-Assessment/Pages/Home-Schools.aspx">http://www.gadoe.org/Curriculum-Instruction-and-Assessment/Pages/Home-Schools.aspx</a>

In general, CDCS is a private school that follows homeschool laws.

DDS and Work Permits-if your child needs a work permit or DDS attendance form, then you are a homeschool student and only need your intent to homeschool.

School Code-However, if you are registering for GA Futures, SAT, or ACT then you are a student who attends a private school with a SCHOOL CEEB CODE: 112363.

## Parents

Sign up Genius-Coram Deo could not function without help from our parent volunteers. Sign-ups will be sent periodically using Sign Up Genius. Contact Jan Storey with sign up questions.

Lunch Duty-Parents are asked to volunteer 1-2 times/semester. Please <u>contact Jan Storey</u> if you have a specific challenge.

PAC- This is our parent organization that provides support to parents, monthly book club, mom's night out and helps organize fundraising opportunities.

Fine Arts Committee- If you are interested in serving on our Fine Arts team, please contact Lee Aura Marcum for details. Calendar details are updated and located on Gradelink Moms in Prayer-Moms meet at the school to pray for CDCS each week. Contact Lee Aura Marcum for meeting times. Label-Please make sure all items are labeled. This includes workbooks, novels, textbooks, calculators, lunch boxes, water bottles, CDCS apparel, coats and sweaters. Unlabeled items will be donated each month.

Inclement Weather- Please refer to your email at 6am on school days to determine if CDCS classes will meet. The full policy is located in the handbook.

### Students

<u>Uniforms-</u>Please visit our website for details pertaining to the school uniforms and dress codes while on campus and any school events. For many students, this is a heart issue. We ask that all students comply with the uniform, or they will be called out for non-compliance. <u>Contact Krissy Bush</u> if you have questions.

Lunch/Snack- Be sure to label all lunchboxes and water bottles. Only water is permitted in the classroom high sugar drinks are discouraged for lunches. No food is allowed on the couches and chairs in the lobby.

Discipline/ Tardy Slips/Probation- Please refer to the handbook for discipline policies. CDCS will provide tardy slips to communicate with parents when students arrive to class late. Students whose average drops below a 71 will be placed on academic probation.

Gradelink- Grades and class information is communicated through Gradelink. If you have trouble with your account, please contact Jan Storey for help.

Absences/Late work policy-CDCS has policies that are communicated in the handbook. In addition, many teachers have additional details for late work. Please review each class syllabus carefully. General questions can be directed to Krissy Bush.

Transcripts- High School Students who comply with CDCS current policies can be issued a transcript. All students will be issued a report card. Please see transcription policies located on the website. Contact Krissy Bush with questions. Please allow 10 business days for transcripts.

Computers and phones- We do allow students to use computers and phones in the study hall, but not in the classrooms. We prefer students to take notes with pen and paper, but exceptions can be made if needed. Contact Sarah Tinsley for exceptions.

### **Contact information**

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