

Dear Parent/Guardian/Student:

July 26, 2022

We hope you had a rejuvenating summer and that you and your family are well. The staff at MHS is working hard to prepare for the return of students on **Wednesday, August 17th**. Below is information to help you with your preparations for the 2022-23 school year.

**Counseling Center:** Please email the counselor according to their caseload if you have questions. Routine requests for paperwork are handled by our Registrar, Niki Dillard, whom can be reached at 240-236-7401 or [niki.dillard@fcps.org](mailto:niki.dillard@fcps.org)

- Student Last Name A-D      Meredith Bagnell      [meredith.bagnell@fcps.org](mailto:meredith.bagnell@fcps.org)
- Student Last Name E-K      Dana Brashear      [dana.brashear@fcps.org](mailto:dana.brashear@fcps.org)
- Student Last Name L-Rod      Erin Phelps\*      [erin.phelps@fcps.org](mailto:erin.phelps@fcps.org)
- Student Last Name Roe-Z      Jacqueline Bassler      [jacqueline.bassler@fcps.org](mailto:jacqueline.bassler@fcps.org)

\*Please note: Mrs. Phelps will be on leave from approximately September 20 -November 15. For help with her students during her absence, please initially contact Jennifer Bertulaitis ([jennifer.bertulait@fcps.org](mailto:jennifer.bertulait@fcps.org)).

Please note, schedule change requests will be considered **only if**:

- Your schedule is not a complete schedule (less than 8 credits)
- Your course level is incorrect (ex: Honors vs. On Grade Level)
- You need to repeat a previously failed course that is a prerequisite for another course
- **SENIORS only** - You requested a course but it is missing on your schedule, and it's a graduation requirement
- Improper sequence (example: Spanish 3 before Spanish 2)

Schedule change requests will only be accepted from Aug 9-11. This is done through a schedule change form submitted to the student's counselor. The **schedule change form** can be found in the **MHS Counseling Center Course in Schoology, in the Materials Folder**.

**MHS will hold a voluntary parent meeting Wednesday, August 3rd at 6:30 pm in the MHS auditorium. This is designed for parents/guardians of 9th graders and new students to MHS only.**

**MHS will hold an open house on August 12th from 12:30 to 2:30. This will be a time for students to walk their schedule and meet their teachers.**

**Residency and Transportation:** If your address has changed, you must submit current proof of residency (current utility bill or lease agreement) to Niki Dillard.

**MHS Information:** can be found on the MHS website <https://edu.fcps.org/mhs/>

**MHS Find-Out-First notifications:** The only time parents need to contact the school for FOF assistance is to provide notification of an email address change. Find Out First is our main source for parent communication. Please make sure you check for these emails frequently. Additionally, information can be found on the MHS website <https://edu.fcps.org/mhs/>

Thank you for your continued support of our efforts to provide the best possible education for all of our students. We know this semester will bring new challenges; however, our staff is ready and prepared to deliver their best instruction to your child this Fall.

Sincerely,

Bernie Quesada, Principal

Stephanie Bittner and Eric Schwarzenegger, Assistant Principals