



Muscogee County School District

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NEWS RELEASE

MCSD Employees Move to New Central Office

(Columbus, GA)- Employees in the Muscogee County School District are on the move. Over the next two months, more than 260 district employees who are spread throughout the district will be in one new central office location located at 2960 Macon Road. The first Board of Education work session will be held at the new central office on Monday, October 12, 2009 at 5:00 p.m.

The following offices are expected to move to the new location by the end of November 2009.

Superintendent's Office and Staff

- Chief Administrative Assistant to the Superintendent
- Department of Communications
- Department of Research, Accountability and Assessment
- Board of Education Office

- Division of Academics
- Division of Financial Services
- Division of Human Resources
- Division of Information Services
- Division of Student Services
- Division of Operations and Facilities
 - School Nutrition Program
 - Security

-Continued-

The following operations and facilities departments will remain at their current location.

The Teacher Resource Center and the Georgia Learning Resource System (GLRS) will remain at the old Bradley Library located at 1120 Bradley Drive. In addition, plans are also underway to move the information services/technology staff from the Columbus Roberts Center, located at 539 Brown Avenue, to the old Bradley Library.

District administrators are carefully considering whether or not old offices or facilities such as the old central office and the Columbus Roberts Center could be of use for other district functions or business.

Meanwhile, employees are focused on providing excellent and continuous customer service to our students, parents, employees, and the general public with a smooth transition to the new central office building.

For more information, e-mail communications@mcsdga.net .

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October 2009

October 2009							November 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
4	5	6	7	8	9	10	1	2	3	4	5	6	7
11	12	13	14	15	16	17	8	9	10	11	12	13	14
18	19	20	21	22	23	24	15	16	17	18	19	20	21
25	26	27	28	29	30	31	22	23	24	25	26	27	28
							29	30					

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
	Sep 27	28	29	30	Oct 1	2	3	
Sep 27 - Oct 3								
	4	5	6	7	8	9	10	
Oct 4 - 10		Pony/Driver ; Security Switchboard	Office of Superintendent			Division of Human Resources		
					Research			
	11	12	13	14	15	16	17	
Oct 11 - 17		Guidance Services		Central Registration				
		Division of Student Services						
		Office Services						
	18	19	20	21	22	23	24	
Oct 18 - 24		Program for Exceptional Students						
		Central Registration						
	25	26	27	28	29	30	31	
Oct 25 - 31		Academics/Art & Humanities/Career, Technical & Agricultural Education			Elementary Education/Professional Learning/Title I			
				Division of Information Services				
				Secondary Education				

November 2009

November 2009						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2009						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Nov 1 - 7	Nov 1	2	3	4	5	6	7
		Treasurer's Office					
		Purchasing					
		Payroll/Accounts Payable					
		Internal Audit					
		Property & Risk Management					
Nov 8 - 14	8	9	10	11	12	13	14
		Construction		Operations & Facilities			
Nov 15 - 21	15	16	17	18	19	20	21
		School Nutrition					
Nov 22 - 28	22	23	24	25	26	27	28
Nov 29 - Dec 5	29	30	Dec 1	2	3	4	5