

# Fort Hayes Opus

Volume 3 Issue 3 October 2020 Organized

**WE WORK  
HERE!**

work hard • work together • allow others to work  
Fort Hayes MEC | THE FORST

The mission of Fort Hayes is to create expectations of excellence through challenging and collaborative learning by blending the arts, academic and career programs.



## Main Office

Main Number (614) 365-6681

### High School Office 7am – 3:30pm

Office 380-977-6177

Attendance 380-977-6179

#### School Counselors:

Gillman (L-Z) 380-997-6186

Kliner 380-997-6187

Peterson (A-K) 380-997-6188

### Career Center Office 7am–3:30pm

Office 380-977-6130

Attendance 380-977-6139

#### School Counselors:

Kanowsky 380-977-6054

Matunas 380-977-6052



Located in Buildings  
101 & CAATC/Health

## 7 Ways to Organize your Study Space for Success

UTEP Connect

The flexibility of studying online frees you from the constraints of a physical classroom and allows you to schedule study time around work and family commitments. But all this convenience and flexibility leaves you with too many options for when, where and how to study.

Since you may not always have face-to-face contact with your professor and other students, you'll have to keep yourself on track. These organizational tips for online learning will help make sure you stay on top of everything and successfully balance your work, family and online classes.

### Find a Quiet Space for Attending Class

When you are taking an online class, the classroom is wherever you are. You will want to find a place that is quiet and free from distraction, yet provides enough room for you to take notes, either on your computer or by hand.

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## Information from Career Technical Education

### Counselor Information:

*Here at Fort Hayes Career Center, we have a wonderful counseling staff that is focused on ensuring our students have what they need to be successful in their classes. Our counselors have created Google Sites that will enable students to connect to resources that address Mental Health, Self-Care, College and Career, Community, and Virtual Learning.*

*If your student is in the following programs: Construction Arts, Health Sciences, and/or Community-based programs, Ms. Kanowsky is their counselor.*

*Her google site is*

<https://sites.google.com/columbus.k12.oh.us/kanowskyoffice/home>

*If your student is in the following programs: Transportation Systems, Arts and/or Communications, Ms. Matunas is their counselor.*

*Her google site is*

<https://sites.google.com/columbus.k12.oh.us/fhccounselorartsauto/home>

### Chromebook Information:

*If your child is experiencing issues with their District issued Chromebook and/or Hotspot, please be sure to contact your home school. For all general access questions, log in issues, parent/student account issues, please contact the CCS Help Desk at 614-365-8425*

### Transportation Information:

*You should be receiving your students' transportation information by the end of the week.*

## 7 Ways to Organize...

continued

You may also need an electric outlet nearby to keep your device charged while logged in to the class. Classes may be live or recorded, and in a live class you may be asked to turn on your webcam or your microphone when you participate during the session. One advantage of online classes is that you can attend from the comfort of your home. However, you will want to pay attention to what other attendees and the instructor will see when your webcam is on.

### Create an Effective Work Space for Studying

It can be tempting to be a little too relaxed about creating a dedicated workspace for your school work. If a potential study space is already associated with activities such as eating, watching tv or sleeping, it's probably not ideal. Instead, select an area you already associate with learning. The more time you spend in it, the stronger the association will become. Eventually, you will find yourself feeling more focused as soon as you enter the space. If your space is limited or you can't create a dedicated study space, store your school materials in a rolling cart, backpack or something else easily transportable.

Whenever it's time to study, you will have everything you need already organized for a smooth transition. If you frequently find yourself needing to study or attend class away from home, make sure to keep your phone or computer charger with you so that you can remain connected.

### Make Sure your Space is Comfortable

When ensuring your study space is comfortable, one of the most important things to keep in mind is ergonomics. Both your study table and chair should allow good posture, and when you're seated, the top of your desk should rest somewhere between your chest and rib cage. This way, you'll be able to rest your elbows on the desktop without having to hunch your shoulders forward. Additionally, the chair should be comfortable, fit the height of the desk and allow your feet to rest flat on the floor.

### Organize your Files

Your course materials should be easily accessible whenever you need them. If you prefer working with hard copies, you can invest in a physical filing system, but online students also have the option to enjoy the ease and flexibility of working digitally. Store your computer files in folders and use descriptive names to facilitate identification. Be sure to organize your email inbox in a similar fashion.

### Schedule Your Time

When you enroll in an online course, it's vital to familiarize yourself with the syllabus, class requirements and assignment due dates to avoid unpleasant surprises down the line. Hang a calendar on the wall of your study space and fill it out once you get the syllabus. Alternatively, you can use an online calendar and set alerts and reminders. Organizing your schedule will not only facilitate your studies but will also help you set aside time for the other elements in your life.

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# 7 Ways to Organize Your Study Space for Success

conclusion

## Establish a Routine

Getting into a routine will increase the chances that you'll stay on top of what you need to be doing, rather than letting deadlines sneak up on you. Once you have a syllabus for each class and are clear on what's expected of you, make a study schedule for each course. Include blocks of time for regular study and reading, as well as extra time to prepare for tests and projects such as research papers. Use a paper planner if that works best for you or try a planning app like 'My Study App', which lets you store your schedule in the cloud so you can access it from all your devices.

## Create a Support System

Enlist your friends and family to help you stay on track with your online education. Their help and cooperation can make it easier for you to focus on your coursework. Taking one or more online classes may seem a little isolating, but it doesn't have to be. If you have trouble staying organized, reach out to your fellow online students to help each other stay accountable. Study groups can be an effective way of keeping yourself on track and if you need help from the professor, don't hesitate to ask. Part of staying organized – especially with online learning – is being proactive and reaching out before you run into trouble.



Please follow this link for District Updates as well as information regarding Virtual Family Engagement Sessions and Learning Extension Centers.

<https://www.ccsch.us/domain/3474>



## Staff Calendar

**Tuesday, October 27**  
End of Quarter One

**Wednesday, October 28**  
Records Day  
No School for Students

**Saturday, October 31**  
Halloween

**Sunday, November 1**  
"Fall Back" Time Change

**Monday, November 2**  
Career Center Students  
begin hybrid learning

**Tuesday, November 3**  
Staff Professional Development  
No School for Students

**Monday, November 9**  
BLT Meeting 2:45 pm

**Tuesday, November 10**  
Parent/Teacher Conferences  
2:45-6:15 pm

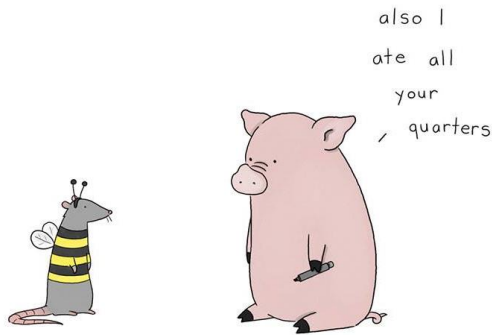
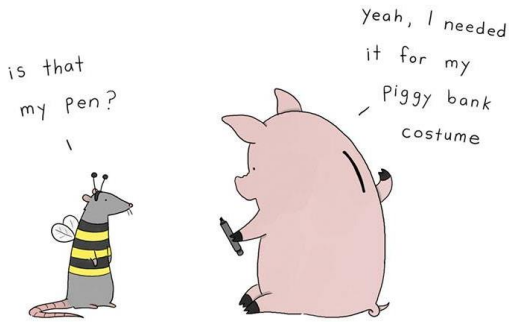
**Wednesday, November 11**  
Veterans Day  
Parent/Teacher Conferences  
2:45-6:15 pm

**Monday, November 16**  
Columbus Day

**Wednesday, November 25**  
Parent Teacher Conference Comp Day  
No School for Students

**Thursday, November 26-27**  
Thanksgiving Holiday  
No School

**Saturday, December 21 –  
Sunday, January 3**  
Winter Break



Be Excellent.

Be the Exception.

**BE FORT HAYES.**

Focused

Hardworking

Organized

Artistic

Resourceful

Yearlong

Teachable

Engaged

Scholarly

**WE WORK HERE!**

CCS is making students  
**READY FOR SUCCESS**

Through:

Instructional Fidelity

Leadership Fidelity

Parent Engagement

Culture and Climate

## Columbus City Schools 2020-2021 School Calendar

### Dates to Remember

Aug 24 - Sept 4	Staff Professional Development
7-Sep	Labor Day (schools closed)
8-Sep	First Day for Students
16-Oct	Professional Development Day
27-Oct	End of Q1
28-Oct	Records Day
3-Nov	Professional Development Day
25-Nov	Parent Teacher Conf. Comp Day
Nov 26 - 27	Thanksgiving Vacation
18-Dec	30 Min Early Release (Holiday)
Dec 21 - Jan 1	Winter Break
15-Jan	End of Q2
18-Jan	Martin Luther King, Jr. Day
19-Jan	Records Day
3-Feb	Professional Development Day
15-Feb	Parent Teacher Conf. Comp Day
23-Mar	End of Q3
24-Mar	Records Day
1-Apr	30 Min Early Release (Holiday)
April 4 - 9	Spring Break
31-May	Memorial Day
3-Jun	Last Day for Students
4-Jun	Records Day

***“The curriculum tells you ‘what’, not ‘how’.  
The ‘how’ is the artistry in education.”***

George Couros



# Parent Page

## Parent Portal: What is that?!

It is the way within Columbus City School District that parents are able to access all of their students' information: from grades, attendance, teacher contact information, missing assignments, paperless applications to fee payments.

Most importantly, it is our way of communicating with YOU.

With so many things going digital right now, the ability to communicate with our parents is more important than ever. In order to do that, we must have your correct contact information.

**Please, Please, Please** update and verify your:

- Contact Email
- Contact Phone number

The link to the Parent Portal is below:  
<https://www.ccsdh.us/ParentPortal.aspx>

### Forgot Your Password?

Email:

[parentportalaccess@columbus.k12.oh.us](mailto:parentportalaccess@columbus.k12.oh.us)

Or call the CCS FACT Line at  
614-221-FACT (3228)

## STUDENT TECHNOLOGY INFORMATION

If your student needs a **Chromebook or Hotspot** please contact the school principal and we will set up a time for pick up.

Please contact the CCS Help Desk if the student or parent has any:

- General Access Questions
- Login issues
- Account questions

**Columbus City Schools Helpdesk:**  
**614-365-8425**

If your child has a **broken** Chromebook, Hotspot or broken/lost Power Adapter, please contact the school to schedule a time for an exchange.

<https://www.ccsdh.us/FortHayesHS>  
<https://www.ccsdh.us/FortHayesCC>