



Fort Hayes Metropolitan Education Center

Fort Hayes Career Center

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www.columbus.k12.oh.us

Mission: Each student is highly educated, prepared for leadership and service, and empowered for success as a citizen in a global community.

August 11, 2021

Dear Parents/Guardians:

Welcome to the 2021-2022 school year. My name is Dr. Milton Ruffin, and I am the Director of the Fort Hayes Metropolitan Education Center; a campus which includes the Fort Hayes Career Center and is supervised by Mrs. Crystal Sanders. We are excited your student has chosen to take a step toward building his/her career path by enrolling in one of our excellent career technical programs.

Students are to report for the new school year on **Thursday, August 26th, 2021**. Morning programs at the Fort Hayes Career Center begin at **7:30 a.m.** and afternoon programs begin at **12:00 p.m.** Students will report directly to their program on the first day of school. A list of programs and classrooms has been included with this letter for your convenience. If your student is unsure where to report, please remind him/her to go directly to the Construction Arts Commons and a representative will be there to assist. If you were unable to attend our new student orientation last spring, your student will receive specific program information on the first day of school. If you have scheduling questions, please contact counselors Ms. Dana Matunas (380) 997-6052 ext. 76052 or Mrs. Cecilia Kanowsky at (380) 997-6054 ext. 76054.

Our focus at Fort Hayes Career Center is on success. In addition to the *hands-on* training, our expectation is that all students acquire **workplace-readiness skillsets**, **industry specific knowledge**, and **competitive industry certifications** in their career technical field. We stress the importance of **regular attendance and professionalism** as it is critical to your student's success in both school and the workplace. Additionally, we strive to promote the ethics and decorum of a professional workplace environment; therefore, we ask that students comply with the Fort Hayes Metropolitan Education Center dress code at *all times*. Enclosed with this letter is a copy of specific Fort Hayes dress-code requirements. Additional requirements may vary by program.

At Fort Hayes, we hold all of our students to the highest industry standards of professionalism and conduct. We look forward to building a relationship with your student that will allow him/her to achieve our expectations and his/her Career and Technical goals; **Be Fort Hayes. Be Excellent. Be the Exception.**

Once again, we look forward to working with you and your student in making this a positive and successful year!

Sincerely,

Milton Ruffin, Ph.D.

Principal/Director

Fort Hayes Metropolitan Education Center



Fort Hayes Career Center



Construction Arts & Transportation Systems

Program	Bldg./Room	Instructor
Automotive Collision Repair	CA / 101	Robert Parker
Automotive Technology	CA / 105	Sean Kelley
Automotive Technology	CA / 107	Terry Smeck
Bricklaying & Concrete Systems	CA / 111	Adam Viney
Carpentry	CA / 113	Matthew Blake
Construction Electricity	CA / 117	Ceron Williamson
Heating, Ventilation & Air Conditioning	CA / 119	Horn In
Welding	CA / 102	Andrew Taylor
NCCER	CA / 103	Robert Knecht

Health Science

Program	Bldg./Room	Instructor
BioScience Technology	Health / 213	TBD
Dental Assisting	Health 112	Ebony Hale
Fitness & Wellness	Health 111	Vicky Pate
Medical Assisting	Health 206	Kelly Tabor
Medical Laboratory Technician	Health 202	Gerald Collins
Pathway to Nursing	Health 101	Julie Clark
Pathway to Nursing	Health 102	Carla Toles-Anthony
Pathway to Surgical Technology	Health 201	TBD

Performing Arts

Program	Bldg./Room	Instructor
Audio Production	110 / 105A	Ryan Van Bibber
Dance Performance	PA / 123	China White
Filmmaking & Television Production	PA / 124	Julie Kindinger
Music Performance	CA / 124	Jeff McCargish
Theatre Performance (room change)	63/205	David Bahgat

Visual Arts

Program	Bldg./Room	Instructor
Art Portfolio	ST / 202	Megan Evans
Graphic Arts & Design	110 / A005	Keith Morefield
Photography	ST / 206	Corrie Witt

CA – Construction Arts Building
110 – Building 110

PA – Performing Arts Building
H – Health Building

ST – Shot Tower
63 – Building 63



Fort Hayes Dress Code

As a member of the Fort Hayes Career Center, our students are expected to maintain professional expectations *at all times*. For this reason, clothing that reflects a professional mindset is required for all Fort Hayes Career Center students while on our campus. Students who do not dress appropriately will be required to contact a parent and change clothing. Repeat offenders will receive consequences for insubordination.

The following are **not permitted**:

- Shorts are not permitted on the Fort Hayes Campus **at any time**. Even if a student's home school allows shorts, students must change into pants when on the Fort Hayes Campus. Capri pants are permitted, but must not be shorter than the **bottom** of your calf muscle
- Slacks, skirts, and pants are allowed. Skirts must be longer than finger-tip length **at all times**. Even if leggings are worn under a skirt/dress – the skirt/dress must comply with length requirements
- See-through blouses, tank tops, tube-tops, and sleeveless muscle shirts or spaghetti straps
- Halter tops and bare midriffs are not permitted
- Bare feet or flip flops - Sandals must have backs on them
- Jeans must be clean, neat, and free of excessive tears. Jeans with tears (shredded jeans) should not be excessive and tears with skin exposure should not fall above the knee
- The slit in a dress must not be higher than your knees (finger-tip rule)
- Leggings may not be worn as pants
- Clothing/accessories that advertise drugs, alcohol, tobacco, profanity or negative social statements
- Outdoor clothing should not be worn indoors (hoods, hats, **do-rags**)
- Sagging is not permitted! Undergarments may not be exposed at any time

Please see your program instructor for specific program/uniform requirements.

Thank you!

