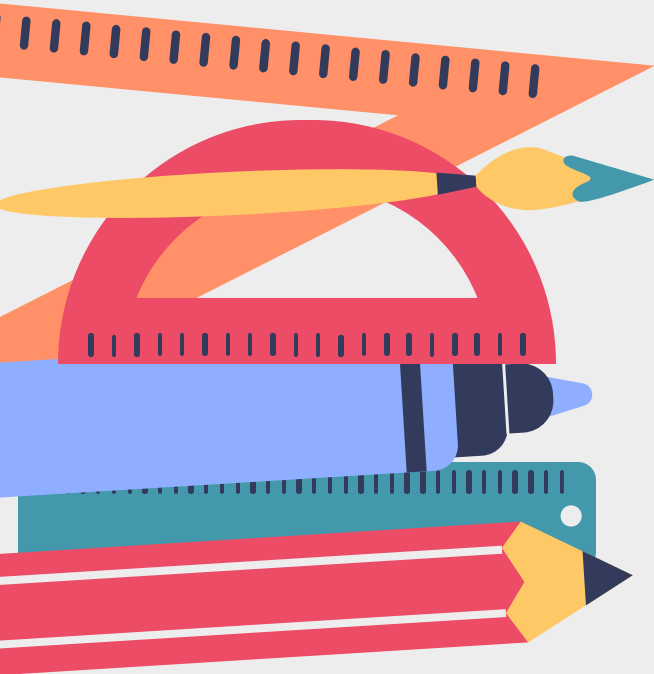


# Welcome New Student Orientation



August 19, 2021



# Mission Statement

The Fort Hayes Metropolitan Education Center's mission is to create expectations of excellence within students through challenging and collaborative learning, by blending the arts, academics, and career programs.



# Who are the Administrators?



Dr. Milton Ruffin - Principal/Director

Mrs. Crystal Sanders - Assistant Principal , Career Center

Ms. Amanda Harding - Assistant Principal Grade 12

Dr. Tony Anderson - Assistant Principal, Grade 10-11

Dr. William Anderson - Assistant Principal, Grade 9



Ms. Lauren Peterson (Students A-K)

Ms. Kristen Gillman (Students L-Z)

Ms. Lisa Kliner (IAT, 504 & AP)

**Who are the School Counselors?**

**Offices located in Building 101, 1st Floor**



## Message

Thank you for reaching out and welcome to the 2021-22 school year!

As this is an exciting and busy time of year, we want to thank you in advance for a slightly longer response time to any emails.

Counselors are still finalizing schedules and will have a class change Google request form available after the first day of school. Please check Infinite Campus the morning of your first day to make sure you have the most updated schedule and follow your schedule until you've received notice there has been a change.

If you are a Class of 2021 graduate (we miss you already!) and need a transcript, you can make a request here. <https://ccsoh.scribborder.com/>

# **Additional Resources**

**Internship Coordinator:** Marsee Waddell

**School Nurse:** Cynthia Hendricks

**School Psychologist:** Kristen Neimeyer

**School Social Worker:** Ashley Parks

**Special Ed. Coordinator:** Alyx Zavodny

# Building 110





# Building Restrictions

All buildings, with the exception of Building 110 Cafeteria, are closed to students prior to 7:15 AM.

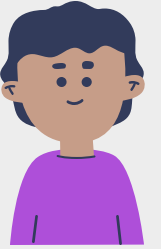
Lunch access is limited to Building 110 Cafeteria, the courtyard outside of Building 110 and the oval (weather permitting)

Students may not enter any other building during lunch without a pass from a teacher.

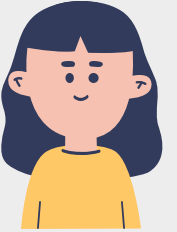


# Schedules

Schedules are posted on Infinite Campus



Locker information is at the top of the schedule



# Grad Requirements: Credits

## 22 Specific Credits Required:

- 4 Credits - English
- 4 Credits - Math
- 3 Credits - Science
- 3 Credits - Social Studies
- 1 Credit - Academic Elective (addtl SS or Sci)
  - 1 Credit - Technology
  - 1 Credit - Fine Arts
- 0.25 Credit PE 1 & 0.25 Credit PE II
  - 0.50 Credit - Health
  - 3.0 Credits - Electives
- 1.0 credit - Internship (120 Hours of Community Service)

# BE FORT HAYES

## BE EXCELLENT

**WORK HARD**  
**WORK TOGETHER**  
**ALLOW OTHERS TO WORK**  
**ATTENTIVE**  
**BEHAVE WELL**  
**COMPLETE WORK**

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**BE**  
**FOCUSED**  
**ORGANIZED**  
**RESOURCEFUL**  
**TEACHABLE**  
**HARDWORKING**  
**ARTISTIC YEARLONG**  
**ENGAGED**  
**SCHOLARLY**

# Be Excellent

## Attend Class - Good Behavior - Completion of Work

- Follow the Dress Code and be prepared to dress for weather
- Bring a copy of your schedule
- Arrive 10 minutes before your scheduled bus time
- Report to Building 110 (Cafe) when you exit the bus
- Put your cell phone away and on silent/vibrate
- Have an excellent attitude
- Prepare for multiple procedures, and directions, from multiple adults
- Only attend classes that are on your schedule regardless of the situation

# PBIS TEAM

## Positive Behavior Intervention Supports

Behavior Goal – Reduce “Insubordination”

Attendance Goal – Increase daily average %15

Academic Intervention – Exit Ticket (All Classrooms)

Strengthen Teacher-Student Relationship – 75% (TFI)

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YEARLONG  
ENGAGED  
SCHOLARLY**

# Dress Code

## NO...

- SHORTS
- No Sagging
- FLIP FLOPS, SLIDES, SHOES WHERE STUDENTS FEET ARE UNPROTECTED
- Halter tops, Tube Tops, Spaghetti Strap Dresses, MUSCLE SHIRTS or BASKETBALL JERSEYS ( WITHOUT AN UNDERSHIRT)
- SEE THROUGH CLOTHING OF ANY KIND
- Bare Midriffs
- Handkerchiefs or Bandanas, or Gang affiliated paraphernalia
- HATS INSIDE OF BUILDINGS
- CLOTHING OR JEWELRY THAT ADVERTISE OR PROMOTE ALCOHOL, DRUGS, TOBACCO, OR FIREARMS OR CULTURALLY INAPPROPRIATE OR OFFENSIVE SOCIAL MESSAGING, CLOTHING THAT CONTAINS PROFANITY
- All skirts at least 2 inches from the knee

**FAMILIES: WE WILL CALL AND ASK SOMEONE TO BRING A CHANGE OF CLOTHING**

# HOW TO PROPERLY WEAR A FACE MASK



**DON'T**

wear your mask below or low on your nose



**DON'T**

leave your chin exposed or let your mask hang loosely with gaps around your face



**DON'T**

wear your mask under your chin or temporarily remove it in public



**DO**

wear your mask up to the top of your nose and under your chin; snug and without gaps





# Weather





# Fort Hayes Arts & Academic High School Campus



# Campus Map

# Fort Hayes Schedule

Monday ODD  
Tuesday EVEN  
Wednesday ALL  
Thursday ODD  
Friday EVEN

<u>MON/THURS</u>	<u>TUES/FRI</u>	<u>TIME</u>
<b>PERIOD</b>	<b>PERIOD</b>	
1	2	7:30-8:50
3	4	8:55-10:15
5	5	10:20-11:00
6	6	11:05-11:45
7	8	11:50-1:10
9	10	1:15-2:35

**WE WORK  
HERE!**

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





**01**

**Enter & Exit Building  
Hallway  
Classroom**

# Entering and Exiting the Buildings

1. Everyone entering the school must have a face mask
2. Social distancing must be practiced (minimum of 3 feet) at all times
3. Staff and Student Entry through main entrance of buildings (only)
4. Exit procedures by building
5. Elevator is clearly marked for single person use



# Walking in the Hallway (remainder of this school year)

1. Follow all direction signage (controlled movement patterns)
2. Social distancing must be practiced (minimum of 3 feet) at all times
3. No Congregating or “loitering” (normally we support students socializing at the appropriate time)





02

Lunch  
Restroom  
Water

**WE WORK  
HERE!**  
work hard • work together • allow others to work  
Fort Hayes MEC | THE FORT

# Lunch Procedures

- 1) Students are encouraged to eat outside and dispose of trash in bins provided (weather permitting)
- 2) Students may eat in the cafeteria as long as social distancing measures are taken
- 3) Food will be packaged in a “grab and go” container
- 4) Students must wash and/or sanitize hands prior to eating
- 5) Food will be picked up in the cafeteria by individual students utilizing a socially-distant
- 6) Administrators and on “Duty” individuals will direct students entering and leaving.

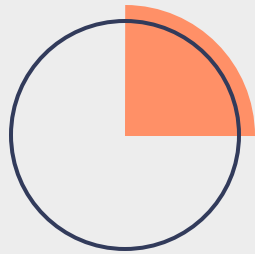
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Fort Hayes MEC | THE FORT

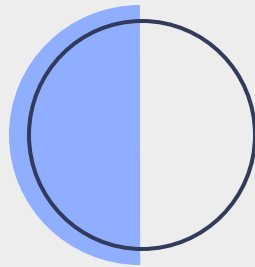


# Restrooms

Bathroom use does not exceed established cap  
maximum 2 occupancy at once.



Students must wash their hands when finished and disinfect them when they return to the classroom.



**Students are not allowed to use restrooms during class changes or lunch periods without permission.**



Student Bathroom Usage  
(Student sign in/out log for each classroom)

# Water

- Drinking fountains are turned off and covered/labeled; not to be used
- Students can get a water bottle twice a day or when needed



# 03

**Bus  
Moving Through Campus  
Social Distancing**

# Bus



Wear your mask at the  
bus stop and on the bus



Socially distant, 3 ft  
apart - no  
changing/moving  
seats



# Moving Through Campus



Appropriate signage, decals, etc. are clearly displayed throughout the building (classrooms, common areas, doors, hallways, arrival, and dismissal spaces) depicting mask usage, social distancing, directionality, hand washing (where applicable), etc.



Items (coat, bag, Chromebook, etc.) will stay with the student the entire day (unless they secure belongings in their personal locker)



Students will remain in continuous motion. No loitering or clustering in groups as we've previously stated

# DISMISSAL

Check with your teacher about  
bussing before the end of day.

Know your bus route number!

Go directly to your bus!

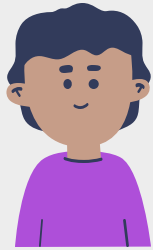
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**04**

**Exposure Procedures  
Before School  
Procedures  
Handwashing**

# Exposure Procedures



If a student exhibit symptoms of Covid-19 while at school, they will be put in a separation room and sent home.

A designated space (the conference room in building 101) and backup space (the security office in building 101) have been identified to use as separation rooms where a student with suspected COVID-19 symptoms can safely isolate until a guardian can pick them up.



Students must be picked up within 30 minutes after they have been placed in a isolation room.



# Before School Procedure

Staff, students, and families have all been informed to not report to school if any of the following are true:

- o A fever of 100.4 F or greater in the previous 24 hours
- o Experienced any of the following symptoms: fever, cough, sore throat, loss of taste or smell, nasal congestion or runny nose, fatigue, headaches, body aches, nausea, vomiting, and/or diarrhea
- o Been in contact with anyone with a confirmed case of COVID-19 within the last 10 days (within 6 feet for more than 15 minutes)

# Hand washing

Hand washing should take place:

- Upon entering the school
- Prior to eating
- After using the restroom
- After a cough or sneeze
- If hands are dirty
- Prior to leaving the school Soap and water for at least 20 seconds (when possible)

# THANKS!

Do you have any questions?



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+614 365 6681

# WE WORK HERE!

work hard • work together • allow others to work

Fort Hayes MEC | THE FORT