



LAWRENCE COUNTY CAREER AND TECHNICAL CENTER

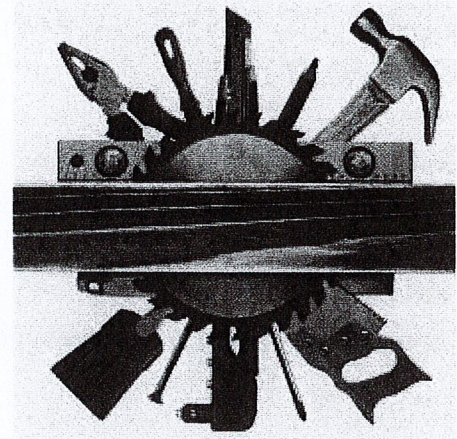
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Dear Parents/Guardians:

My name is Mr. Kelly, the Construction Trades teacher at Lawrence County CTC.

Whether your son or daughter is a senior or new to our school, I'm excited to build a positive relationship with you and your child!

Our curriculum will include a wide variety of skills, so there is something to learn for everyone. In this shop, we will learn carpentry, basic electricity, masonry, and plumbing. Units of study will include safety, blueprint reading, framing, roofing, window and door installations, insulation, and interior and exterior trim and finishes. Additionally, your son or daughter should possess good math skills, physical agility and coordination, a good sense of balance, and no fear of heights; of course, we will continue to develop these skills over the next few years.



In addition to shop projects, students work in the community; past examples of on-the-job training have included work at various parks, school districts (primarily ball field dugouts), and community members' homes, so it is also important to possess a positive attitude, work ethic, and self-discipline.

You can expect the learning environment in my theory room and shop instruction to be supportive and positive. Your son or daughter will soon find that I will act in a way that will earn his or her respect, and I look forward to seeing the same be returned.

I encourage you and your child to keep an open channel of communication; I am more than happy to keep you updated with your child's performance -- particularly through ParentPortal online grades. This way we can work together to ensure your child is on track with his or her skills and work ethic.

Your child will receive paperwork that must be completed and returned to me as

Lawrence County Career and Technical Center Construction Trades Class Dress Code, Rules, and Shirt Shop Info

DRESS CODE: For safety reasons, all students in Construction Trades are required to wear:

1. Regular fit blue jeans or work pants (ex. Carhartt - or similar quality - pants) -
No baggy pants, sweat pants, or nylon bottoms (shorts or pants) are permitted.
2. *LCCTC Work T-Shirts
 - Sophomores wear white
 - Juniors wear gold
 - Seniors wear gray
3. Steel Toe (hard toe) boots are required; laces must be tied.
4. Clear-lens safety glasses must be worn at all times while in the shop.
5. Hard hats must be worn at all times while in the shop.
6. No jewelry/earnings while in the shop.
7. No ball caps, hats, or hoodies at any time.
8. Long hair must be pulled back while in the shop.

Disciplinary action will be taken if the Dress Code is not followed.

RULES: In addition to supporting all rules established in the handbook, consider this a reminder: The use of cell phones or other electronic devices is prohibited (unless the instructor approves it for use - ie. calculator use in theory); do not take it upon yourself to use your phone without permission.

* **SHOP SHIRT INFO:** All LCCTC work shirts (or some type of uniform) are a requirement in every shop.

- There is a \$5 fee per shirt. These can be purchased through Mrs. Mangino or Mrs. Graziani in the front office.
- You may pay via money order, personal check, or exact change. There will be an NSF charge on all returned checks.
- You will be given a receipt, so be sure to keep it!

Lawrence County Career and Technical Center Construction Trades Required Tool List

Students will need some hand tools that include.

- Tool Pouch
- Ripping Hammer (16 or 20 oz.)
- Metal Snips
- Speed Square
- Tape Measure
- Retractable Utility Knife
- Safety Glasses
- Chalk Line
- Calculator

Brand-new tools are not necessary, but quality tools are highly suggested; Lowes has a great assortment of quality tools available.

Students should find a way to clearly and permanently mark their personal tools with their name.

Students should have their tools with them every day.