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Randy Griffith, Superintendent  
Michelle E. Seckman, Treasurer

Welcome Students and Parents!

On behalf of the Maplewood staff and administration, I would like to invite you to attend our **Student/Parent Orientation Night on Tuesday, August 24, at 6:30 p.m.** During orientation an overview of Maplewood's policies and programs will be discussed, students and parents will have the opportunity to meet with program and academic instructors, and visitors will be invited to tour our facilities. Students and families should report directly to the program area upon arrival.

**Toolkits:**

- Toolkits must be purchased prior to the start of the school year.
- Included in this packet is a list of tools needed for each Maplewood program.
- Cosmetology, Graphic Communications, Dental Assisting, Medical Assisting, and Robotics and Computer Technology will purchase toolkits through Maplewood Career Center.
- Programs not mentioned above will purchase tools from the vendor of their choice. Enclosed, you will find a list of recommended vendors you may consider.

**Uniforms:**

- Uniforms are included in the toolkit list with vendor information.
- All uniforms must be purchased from the vendor listed on the toolkit list.
- Sizing information is included on the order form. The vendors will not be available to do in person uniform fittings on Orientation Night.
- Please contact the vendor prior to August 30, 2021, to order your uniform.
- The Cosmetology uniform is part of the toolkit.
- Information Technology, Robotics and Computer Technology and Mechanical, Groundskeeping and Construction **do not** have uniforms.

**Fees:**

A cashier will be available from 5:30 to 9:00 to collect fees. Checks need to be made out to Maplewood Career Center. School fees of **more** than \$25.00 may be charged to VISA or MasterCard. **Fees must be paid in full by the end of the first week of school.**

**Please complete and bring with you all enclosed student information forms on orientation night:**

- Technology Consent Agreement
- Student Electronic/ Internet Survey
- Race, Ethnicity and Military Identification
- Authorization for Administering Prescription Medications and Over-the-Counter Medications (needed to receive medication at school)
- Emergency Medical Authorization Form/Authorized Release (required by Ohio law)

**You may complete and submit the above forms online at [maplewoodcc-oh.finalforms.com](http://maplewoodcc-oh.finalforms.com)**

Instructions and more information about submitting forms online can be found on our website: [www.mwood.cc](http://www.mwood.cc)

**THE FIRST DAY OF SCHOOL WILL BE MONDAY, AUGUST 30, AT 8:12 A.M., report directly to your lab upon arrival. Please see the enclosed paperwork for additional school information.** We look forward to meeting you during Student/Parent Orientation Night on **August 24.**

Sincerely,

Craig Morgan  
Career and Technical Director

Crestwood • Field • James A. Garfield  
Mogadore • Ravenna • Rootstown • Southeast  
Streetsboro • Waterloo • Windham  
"Providing equal opportunity in education,  
training, and employment"  
[www.mwood.cc](http://www.mwood.cc)

**AGENDA**  
**STUDENT/PARENT ORIENTATION**  
**AUGUST 24, 2021**  
**6:30 P.M.**

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**6:30 – 7:15** Students, parents/guardians, and visitors should report directly to the program areas by 6:30

- Welcome/Tour of Facilities
- Brief Explanation of the Program
- Academic Address
- Discussion of Program Requirements
- Discussion of Teacher/Student Expectations
- Questions
- Release to visit academic staff

**7:15 - 9:00** General Visitation

**5:30 - 9:00** **Fee Payment:** Uniforms cannot be purchased through the school. Program fees will be dependent upon what tool kit items are purchased through the school. Fee payment may be made from 5:30-9:00 p.m. School fees of more than \$25.00 may be charged to VISA or MasterCard. We encourage parents to pay prior to the meeting to avoid long lines at the end of the evening. Please bring this agenda to orientation.



## Calendar Information

While attending Maplewood, you will follow the Maplewood school calendar and **not** the calendar of your associate school. Contact your high school to obtain a copy of the school calendar to determine dates that Maplewood is in session and your associate school is not. Your associate school will provide transportation to and from Maplewood on those dates, but they will NOT run the normal routes to pick up/drop off students at their homes.

On the following dates Maplewood is in session but the associate school is not:

**Crestwood** – October 29, November 24, January 21, February 18, March 28, 29, 30, 31, April 1

**Field** – August 30, November 1, 2, January 3, 4, February 17, 18, March 18, April 11-14, May 3

**Garfield** – October 29, January 14, April 11-14, June 3, 6, 7

**Mogadore** – November 1, 24, March 28 – 31, April 1, June 6,7

**Ravenna** – November 2, January 14, February 18, April 11-14, 18, May 27, 31, June 1-3, 6, 7

**Rootstown** – September 24, February 18, March 28 – 31, April 1, June 6, 7

**Southeast** – August 30, September 17, November 24, January 3, February 18, April 14, 18, June 6, 7

**Streetsboro** – October 11, November 24, January 3, February 18, April 18, May 31, June 1-3, 6, 7

**Waterloo** – October 11, November 24, February 18, March 28-31, April 1

**Windham** – November 24, January 3, February 18, April 18, May 3, 27, 31, June 1-3, 6, 7

- Students are to follow the Maplewood Career Center school calendar.
- Contact your associate school to verify the dates of conflict.
- Students will not be excused for lack of transportation.



# Student/Parent Information Sheet

## **BUS SERVICE**

Bus service to and from Maplewood is provided by each of the home schools. **If you have any questions concerning transportation, contact your home school bus garage.**

## **STUDENT DRIVER**

Students must show their license plate registration and pay \$1.00 to register their vehicle and secure a driving permit from the High School Office. Permits must be displayed by **September 17**, in order to avoid negative consequences. Cars may be registered throughout the year. More information will be available in your Student Handbook. **All students will park in the north parking lot.**

## **STUDENT DROP-OFF/PICK-UP**

Please see the attached sheet for specific locations for student drop-off and pick-up.

## **REQUIRED ATTENDANCE**

**If you are scheduled to attend Maplewood at the beginning of this school year, you are required to attend Maplewood for the first week of school by agreement with each of the associate school superintendents.** If you do not attend classes at Maplewood during that period, you will be considered truant.

**CREDIT FLEXIBILITY** – Maplewood participates in the state required credit flexibility program.

**COLLEGE PLUS CREDIT** – Maplewood students are permitted to participate in the College Credit Plus program.

## **LUNCH INFORMATION:**

Maplewood Career Center will be participating in the Free Lunch Program again this year. All students are eligible for both free breakfast and free lunch. A la carte items will be available for purchase. Parents/Guardians are asked to complete the Free and Reduced Lunch application to determine eligibility for reduced toolkit pricing.

Maplewood Career Center uses computerized Point of Sale (POS) software in the cafeteria for purchases at both breakfast and lunch services. Students will be given account information **on the first day of school** including a password to access that account. Cash is still accepted, however, students are required to enter their password for all purchases whether they are paying with cash or using money from their account.

Parents/guardians may deposit money into the student's account by sending a check or cash to the main office. Please include the student's name and account number with all deposits. Students will not be permitted to charge items to their account unless there are sufficient funds in the account.

If you have any questions please contact Mr. Joe Hinton, Cafeteria Supervisor, at 330.296.2892 ext. 551503.

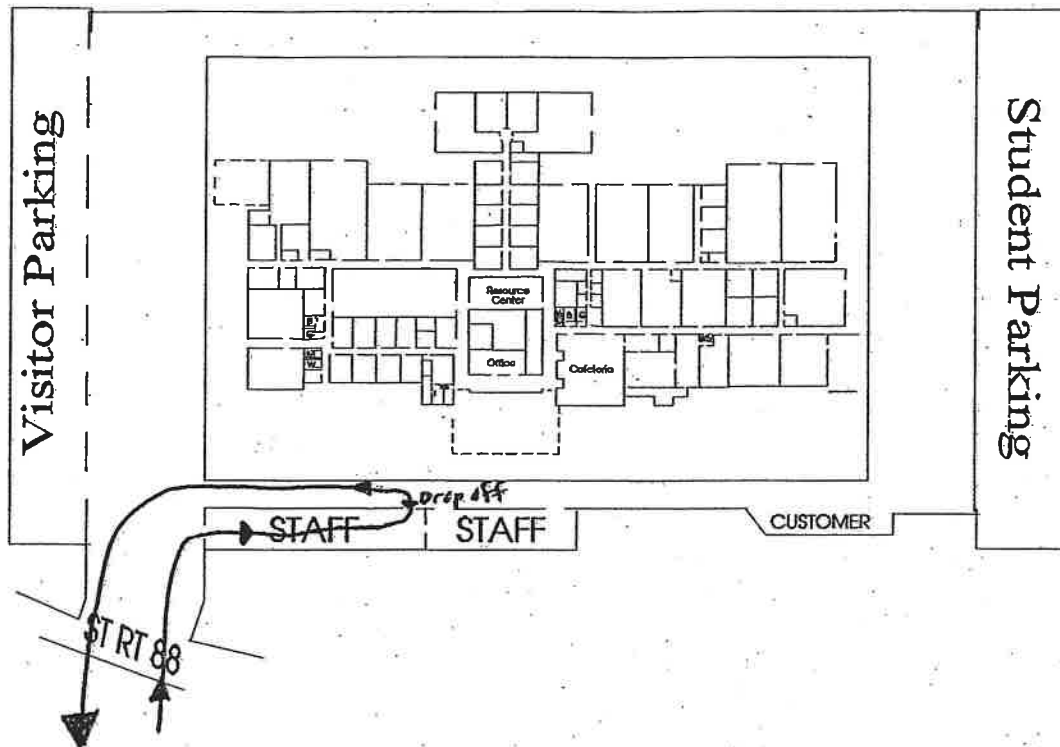
## **STUDENT ACCIDENT INSURANCE:**

Students who are interested in Student Accident Insurance through Guarantee Trust Life can visit [www.gtlic.com](http://www.gtlic.com) for more information and to purchase the insurance.

# Maplewood Career Center

## Morning student drop off procedure

Students are to be dropped off in the morning by the corner of the staff parking lot and students will enter through the main doors under the canopy. Due to the fact that our student drivers must circle the building, do not drop off students at the south end of the building. See map below.



## Afternoon student pick up procedure

Students who are being picked up at the conclusion of the school day are to be picked up in the south parking (Visitor Parking) lot. Parents, relatives, and friends must wait in their vehicle for the student to arrive in the lot. After the student is picked up, follow the instructions of the parking lot monitors for exiting

