

January, 2010

Dear Parents and Students,

My name is Jacob Orth and I would like to welcome you and your support to the industrial technology program at Mediapolis High School. I went to Mediapolis through my entire school career and am very pleased to return on the other side of things. I graduated from the University of Northern Iowa in the spring of 2009 with a degree in Technology Education. I want to say I am looking forward to getting to know you this year and hope we can develop a relationship of open communication.

I would like to briefly discuss my policies, so you know what I will be expecting in my classes. There will be regular homework in this class as well as quizzes and tests. My classes will incorporate reading, writing, and math into the curriculum to further the well rounded education Mediapolis provides. I will ask students to act as adults and treat themselves and others with respect. I will do the same. I would ask parents to, please, do all you can to help your child with whatever he or she may need. Cooperation is a key to helping your student succeed in this class.

In many of the industrial technology classes, there may be some hazards to be aware of, as students will be learning in a woodworking environment. I will fully prepare students to work in the lab, will require them to take a written safety exam, and will constantly monitor safety but I want everyone to be aware there is an element of danger in such an environment. I will require students to follow all safety procedures when working in the lab.

I would be happy to answer any of your questions and/or address concerns as best as I can. You may e-mail me at: [jorth@meposchools.org](mailto:jorth@meposchools.org) or call the school - (319) 394- 3101 ext. 123 and leave a message on my phone and I'll get back to you as soon as I can. Please help me to make your student's experience with industrial technology at Mepo a great one. Thanks for your time.

Sincerely,

Jacob Orth

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Parent Signature

Date

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Student Signature

Date