

# ITS TIME TO REGISTER FOR THE 2009/2010 SHOPRATEDUCATIONPROGRAM!!!!

Please read the following page and keep for reference. In order to register for classes you must return the class registration form and the student registration form (only if one was mailed to you).

CLASSES  
ARE FREE!!!

## SCHEDULE

This year, classes will be divided into two separate semesters. **You will only be allowed to attend one semester.** This allows us to reach more youth in Jackson County, and will allow students to work around their sports or personal schedules. Classes in semester two will be a repeat of semester one, so students will not benefit from attending both semesters.

Class	Location	Semester One	Semester Two (new students)
Monday	Classic Turning Argyle Plant (Jackson)	3:30pm-5:30pm Oct 5 <sup>th</sup> – Feb 4 <sup>th</sup> (15 weeks) MONDAYS ONLY	3:30pm-5:30pm Feb 15 <sup>th</sup> – May 27 (15 Weeks) MONDAYS ONLY
Tuesday	Classic Turning Argyle Plant (Jackson)	3:30pm-5:30pm Oct 5 <sup>th</sup> – Feb 4 <sup>th</sup> (15 weeks) TUESDAYS ONLY	3:30pm-5:30pm Feb 15 <sup>th</sup> – May 27 (15 Weeks) TUESDAYS ONLY
Wednesday	Classic Turning Argyle Plant (Jackson)	3:30pm-5:30pm Oct 5 <sup>th</sup> – Feb 4 <sup>th</sup> (15 weeks) WEDNESDAYS ONLY	3:30pm-5:30pm Feb 15 <sup>th</sup> – May 27 (15 Weeks) WEDNESDAYS ONLY
Thursday	Peak Manufacturing (Pleasant Lake)	3:30pm-5:30pm Oct 5 <sup>th</sup> – Feb 4 <sup>th</sup> (15 weeks) THURSDAYS ONLY	3:30pm-5:30pm Feb 8 <sup>th</sup> – May 27 (15 Weeks) THURSDAYS ONLY

## PROJECTS

Projects that we are looking at completing throughout the program may include: robotic wheelie cars, mini bikes, hovercrafts, alternative energy projects, air hockey tables, 1932 Roadster (1/2 scale) and other small projects.

## TRANSPORTATION

Students/parents will be responsible for transporting students to and from Shop Rat Classes. For Parkside students, we recommend checking with the Jackson Transportation Authority 517-787-8363- They offer rides for a minimal cost and will pick up students from Parkside and drop off at Classic Turning. Student may need to leave class a few minutes early in order to catch the ride- please contact the school's attendance office to arrange. We also encourage car pooling.

## SAFETY POLICY (NO TOLERANCE)

Safety is our #1 concern at Shop Rat Classes. **We have a no tolerance policy for all students attending classes, events, camps etc. If a student is not following our safety rules, this includes horse play of any kind, the student will be asked to leave the program indefinitely.** Students will learn our safety policies during class.

## CLASS LOCATIONS

**Peak Manufacturing**  
11855 Bunkerhill Road  
Pleasant Lake, MI 49272  
Office: 517-769-2100  
Instructor: 517-851-2184

**Classic Turning**  
2500 West Argyle Street  
Jackson, MI 49202  
Office: 517-990-0620  
Instructor: 517-851-2184

## ENROLLMENT

Since you received this, you are in our database. **Please only sign up for classes if you are in 6-10<sup>th</sup> grade.** We will try to schedule students based on age. Once we receive your class registration form back, we will then attempt to schedule you into classes for the 2009/2010 year. Filling out your registration form does not guarantee you a spot in our program. We will try to accommodate all

applicants, but may need to assign some applicants to a waiting list. If you are placed on a waiting list, but never make it into the program, you will be first in line for our summer camp, in which we attempt to bring in all new students for.

## CLASS CANCELLATIONS

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Please attend all scheduled classes for the semester. If weather or other circumstances prevent us to hold class, a phone call will be placed to the contacts that were provided on the student's registration sheet. If you feel that conditions are unsafe to drive, please just call. If your class falls on a holiday such as Columbus Day, where school is not in service, attendance that night would be optional, although the planned class activities will still go as scheduled.

## DRESS CODE

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Students will be given a tee-shirt at the beginning of the program. We encourage students to wear these shirts to class and to special events. We do not encourage open toed shoes and prefer long pants. If you attend class in open toed shoes and/or shorts, it may limit the activities you may participate in.

## ATTENDANCE POLICY

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Since our program is funded through grants sponsors and donors, we have to have measurable objectives with the program. One objective is that students must be present and on time with accordance to our attendance policy, if we cannot successfully meet this objective, we will lose our funding. **IT IS EXTREMELY IMPORTANT THAT STUDENTS ARE PRESENT OR HAVE A REPORTED EXCUSABLE ABSENCE.** See attendance policy below.

You are required to attend all classes. We understand that there will be times in which you must be absent. When this situation occurs you must report this absence before class begins to any Shop Rat Staff at 517-769-2100, [shoprat@gmail.com](mailto:shoprat@gmail.com), 517-769-6900. **Also, school comes first so if you need to miss a class because of homework or studying, please just call.**

- If you have accumulated more than three **unexcused** absences you will be asked to leave the program.
- If you have more than five **excused** absences you will be asked to leave the program UNLESS SPECIAL ARRANGMENTS HAVE BEEN MADE BECAUSE OF SPORTS, ILLNESS OR OTHER REASONS.

Parents must drop off and pick up students no more than a half hour before and after scheduled class.

## PARENT INVOLVEMENT

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Parents are always invited to watch a class. We also encourage parent volunteers to help out with the classes. Volunteers will be required to fill out an application and pass a background check. Please contact Don O Connor for more information.

## INSTRUCTOR INFORMATION

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Don comes to the Shop Rat Education with a wealth of experience in education. In almost 40 years of experience in skilled trades Don has worked as an Industrial Arts Instructor for schools in Michigan and Florida, a Technology Education Teacher for the Hanover-Horton School District, a Business Owner in Florida and even a Technical Writer for Lematic Inc. With a Master of Arts and a Bachelors of Science Don has the education in Industrial/Technical Education to deliver excellent instruction to our students.

## SHOPRAT FOUNDATION BACKGROUND

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The Shop Rat Foundation is a 501 c non profit charitable organization with a mission to advance the skilled trade industries by opening the minds of our youth through building unique and innovative projects from concept to completion. Check out [www.shoprat.org](http://www.shoprat.org) for more information.

## GENERAL CONTACT INFORMATION

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EXECUTIVE DIRECTOR	CHRIS SALOW	<a href="mailto:shoprat@gmail.com">shoprat@gmail.com</a>	517-769-2100 x. 11
DIRECTOR	AMANDA PROCTOR	<a href="mailto:shoprat@gmail.com">shoprat@gmail.com</a>	517-769-2100 x. 12 Cell: 517-262-1339
INSTRUCTOR	DON O CONNOR	<a href="mailto:doconnor.shoprat@gmail.com">doconnor.shoprat@gmail.com</a>	517-769-2100 x. 16 Cell: 517-851-2184
THE SHOP RAT FOUNDATION 11855 BUNKERHILL ROAD PLEASANT LAKE, MI 49272		PHONE: 517-769-2100 FAX: 517-769-6902 WEBSITE: <b><a href="http://WWW.SHOPRAT.ORG">WWW.SHOPRAT.ORG</a></b>	