Butler County Area Vocational-Technical School
210 Campus Lane • Butler, Pennsylvania 16001 • Phone (724) 282-0735
Fax (724) 282-7448

Dear Incoming Heavy Equipment Repair Students and Families,

My name is Bill Rearick, and I am the Butler County Area Vocational Technical School Heavy Equipment Repair Instructor. I graduated from the Heavy Equipment Repair program in 1988 and continued onto Ohio Diesel Technical School where I graduated in 1989. After my graduation, I had a twenty-year full-time career in heavy-duty diesel truck and equipment repair. In 2008, I became a BCAVTS Instructor and continued to work part-time in the industry. My goal is to impart my 30+ years of experience to my students throughout the school year.

My objectives for Heavy Equipment Repair students are as follows:

- To exhibit professionalism and excellent work ethic in all assigned tasks
- To develop safe working habits and to work cooperatively with fellow classmates
- To gain entry-level knowledge and understanding of equipment operations and systems
- To acquire dependable and employable qualities for future employment

All BCAVTS programs use weighted grades determined by each individual instructor. Heavy Equipment's grades are weighted in three categories: 30% Shop Work, 30% Theory, and 40% Daily Participation. All students have access to Student Support Services to assist them with classroom needs or testing accommodations. To be successful in theory lessons, students must provide these materials to keep their materials organized.

- Writing utensils – black/blue pens or pencils
- One 3" inch binder for note packets, task sheets, etc.
- One set of binder dividers to organize class materials in 3" binder
- One 1 subject notebook and/or loose-leaf paper for daily note taking

All student cell phones will be locked in a phone lock box in the theory room daily upon arrival. This aids focusing their attention on proper use and safety when using tools and equipment, the privacy of their classmates, and to facilitate student learning. Headphones of any kind are not permitted to be worn while in Heavy Equipment. All personal electronic devices such as headphones, smart watches, or Chromebooks are to be locked in student lockers for security. Failure to comply with this policy will result in earning no participation

The Butler County Area Vocational-Technical School is an equal opportunity educational institution and will not discriminate on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability in its activities or programs and provides equal access to the Boy Scouts and other designated youth groups. Inquiries may be directed to Mr. Jared Ryan, Principal/Assistant Director, Title IX Coordinator and Section 504 Coordinator at ryanj@butlertec.us, 210 Campus Lane, Butler, PA 16001, (724) 282-0735.

points and referral to the office. If there is an emergency that you need to reach your student, please contact the main office at 724-282-0735.

Each student will be issued an individual locker and BCAVTS combination lock to keep their belongings safe; personal locks are prohibited. Work attire and personal belongings must be kept locked in each student's assigned locker. BCAVTS is not responsible for lost, missing, or stolen items. BCAVTS may search student lockers at any time. Failure to comply with this policy jeopardizes student safety; disregarding this policy negatively impacts the student's grade.

To work safely in the shop, Heavy Equipment Repair students are required to provide their own work attire for daily wear. Students are not permitted to work in the shop in the clothes they wear to school. Students are responsible for laundering their work attire regularly as they will get dirty. If work attire becomes frayed, ripped, or lost it must be replaced by the student immediately. Failure to comply with this policy jeopardizes student safety; disregarding this policy negatively impacts the student's grade.

- Non-tinted safety glasses per PA State Law
    - If you wear prescription glasses you can either wear prescription safety glasses, get safety shields to add to your glasses' stems, or wear eye protection over your prescription glasses such as googles or a face shield
- Leather steel toe work boots; **steel toe is required**
    - No hiking boot or "work shoe" material permitted for fire safety
- Black work pants with leather belt if needed, two pairs preferred
    - Must be black denim, Dockers, or Dickie's type work pants; no blue jeans
- Heavy Equipment Repair Work Shirt available for purchase, two preferred
    - Purchasing information: https://www.butlertec.us/family-hub/student-uniforms
- One small pocket notebook for shop use to take notes while working
    - Students are not required but may provide their own permanent markers, paint markers, scribes, or other small pocket tools for their own individual use.
    - Personal pocketknives or utility knives are prohibited weapons, any student found in possession of a pocket or utility knife will receive disciplinary consequences as outlined in the Student Handbook. All tools necessary for shop work are provided by the school.

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This class is geared to training future professionals in the Heavy Equipment Repair industry. Students are expected to meet professional expectations of personal conduct and behavior. I can teach them the trade, but they are responsible for arriving with an excellent work ethic and positive attitude toward learning.

If you have any questions or concerns now or in the future, please contact me at (724) 282-0735 EXT. 223 or via e-mail at rearickw@butlertec.us. I look forward to working with your student and hope they find my class to be a rewarding experience.

Sincerely,

William Rearick
Heavy Equipment Repair Instructor

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