



**STEEL CENTER**  
FOR CAREER AND TECHNICAL EDUCATION

# PROGRAM LETTER

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## **Carpentry: CIP 46.0201**

**Mr. Ted Pavlack 2023-2024**

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August 18, 2023

Dear Steel Center Family, my name is Mr. Ted Pavlack and I am the Carpentry Instructor at Steel Center. I have been the instructor for 3 full years and a Steel Center employee for 10 years. I have 20 years of experience in home remodeling and building. I am also currently enrolled in the Career and Tech Ed program at IUP.

This class runs on a Year A – Year B rotation. In Year A students will learn everything on the PDE task list associated with framing of a residential structure. In Year B students will learn everything on the PDE task list associated with the finishing of a residential structure. Both years require students to complete math skills tests and writing skills checks. A safety course will also be taught in both years. It is recommended that students keep absences to a minimum, to stay current with the instruction.

All tools, texts, and materials are supplied by the school to use here at Steel Center. A few items that will be the responsibility of the student to bring to class are:

- Leather boots (steel toe optional)
- Long pants (jean or heavy khaki material)
- Short sleeve or long sleeve shirts (no sleeveless, cut offs or tank tops)
- Safety glasses (one pair issued at no charge)
- Custom Uniforms purchased after the first week of class. Approx. \$60.

Thank you for taking the time to read our introductory letter. I am looking forward to teaching our future Carpenters. Please make sure to remember that Steel Center is an exclusive opportunity and that acceptance into the program is earned. Congratulations!

Sincerely,  
Ted Pavlack.

