

Herndon Career Center Information

11501 E 350 Highway, Raytown, MO 64138

Phone: (816) 268-7140 Fax: (816) 268-7149

AM Session: 7:40 am – 10:10 am

PM Session: 11:40 am – 2:10 pm

Cosmetology: 7:40 am – 2:20 pm (M & F) & 7:40 am – 4:15 pm (T-R)

Teacher Hours: Teachers are at HCC from 7:25 am – 3:00 pm. The best time to reach teachers is between 10:10 am – 11:25 am and 2:10 pm – 3:00 pm.

Calendar: We follow the Raytown School District calendar. We do not participate in the weekly early release Wednesdays. Please refer to the master calendar for dates.

Cosmetology students begin approximately two weeks early in order to attend the required number of hours and complete prior to the state board June examination.

Admissions Process: We accept applications from high school sophomores and juniors from November – mid February. Students are notified by late March of admittance for the programs starting in August. We follow the application process communicated to students using criteria set for each program. After the priority deadline, we continue to take qualified applicants until programs reach capacity. For students who do not meet the criteria, we score according to an exception rubric to help determine if the student can be successful in the program.

Support Services: We have a counselor on site who can assist with student needs as appropriate. In addition, we have a Career Resource Educator (CRE) who works with students with special needs.

Please include our CRE in the application process for IEP and 504 students. With our programs and available resources, it is important that accommodations reflect what is possible at HCC and in the industry.

Testing: In each HCC program, students take an end of course exam that meets the criteria for TSA (Perkins) and an IRC (MSIP5).

Students Returning for a 2nd Year in a Program: Students must maintain a C or better as well as a minimum of 90% attendance in order to be eligible to return for the second year of a program. In addition, they need teacher approval.

Student Fees: Student fees are only necessary in programs where students get equipment, uniforms, and supplies that they take home with them at the conclusion of the program. School districts pay the tuition for the instruction.

Student Transportation: Schools provide buses to and from Herndon, but do not typically provide transportation for off sight experiences. This includes Foundations of Nursing clinicals (2-3 times per week, October – April) and Emergency Medical Technician ride along experiences. Southland CAPS is located offsite, and students provide transportation.

Programs and Support Personnel (Building Location)

Program	Location	Teacher
Advertising & Graphic Design	C	Brock Martin
Animal Health Science	KC Zoo	Sara Sivils
Auto Collision	B	Billy Byrd
Auto Tech	A	Tim Chase
CRE(SPED/504/ELL)	C	Lisa Templeton
Construction Technology	A	Jim Oliver
Cosmetology	A	Stephanie Migletz
Counselor	C	Nate Zier
Culinary Arts	B	Mike Chrostowski
Diesel Mechanics	A	Nathan Shipley
Education Exploration	TBD	Kristin Drummond
Emergency Medical Technician	C	Eric Dooley
Foundations of Nursing	C	Terese (Terry) Plesser
Foundations of Nursing	C	Susan Pratt
Law Enforcement	C	Rodger Bowers
MO Options	C	Jeff Dierking
Technology Solutions	TBD	Brenda Schaefer
Welding	A	Brian Wise

Support Role	Location	Name
Asst. Director, CAPS/Community Relations	C	Katie Zeiger
Asst. Director, Day to Day Operations	A	Jeffrey (Jeff) Dutzel
Attendance Secretary	A	Rose VanHecke
Counseling Secretary	C	Amanda Trotter
Director	C	Cheryl Reichert
Evening Custodian	A	Chuck Crume
Evening Custodian	A	Noy Mongkhonvilay
Evening Custodian	A	Matt Stueven
Lead Custodian	A	Andy Lawson
Principal's Secretary	C	Lisa Orchard

All instructors can be reached through using the format of firstname.lastname@raytownschools.org.

Website: <https://www.raytownschools.org/Domain/12>

Twitter: @RQSHerndon & @SouthlandCAPS

