

Draft Family Email  
August 28, 2020

Dear CTE Families,

We hope that everyone is still enjoying our great Vermont summer! We are writing to check in with families and students with some important information that will help you to get ready for school to start at Center for Technology, Essex on September 8, 2020.

School will start in person for the A Cohort on Tuesday, September 8th. The A cohort will attend Tuesday, 9/8 and Wednesday, 9/9 that week. The B cohort will begin their first in-person day on Thursday, September 10 and finish out the week attending in-person on Friday, September 11. This is a different schedule than a normal week and is due to the Monday Labor Day holiday. After our first week, we will resume the Monday/ Tuesday and Thursday/ Friday in-person schedule for A and B cohorts.

The arrival time every day for in-person students will be consistent. We welcome students into the building beginning at 9:00am each day and continuing until our school day starts at 9:40. This will give students ample time to go through the health screening process upon their entry to school, grab a breakfast from one of our grab-and-go stations, and arrive directly to their program. Because of our health guidelines, there are not places for students to arrive earlier than 9:00 and be able to congregate, as we have no access to common spaces in the building. Students will be welcomed into their program spaces upon their arrival and we ask that they travel to those program spaces directly after being health screened and grabbing a breakfast.

We have done a great deal of work with all of our sending school partners to minimize time spent on the home school campus as much as possible, so that students are not experiencing multiple cohorts. We are offering a variety of courses beyond the technical program to students this year to help all of our students make progress toward their graduation requirements at their local high schools.

This year, CTE's staff will host the following courses:

- Driver's Ed (9am-10am)
- Applied Science (1pm-2pm)
- VTC Pre Calculus (12pm-1pm)
- VTC English Composition (10am-11am)
- Physical Education (8am-9am)
- Fine Arts (periodic schedule set by the teacher)

Students enrolled in these courses will be expected to attend in-seat classes by computer (synchronous remote) on Wednesdays as well as other selected times established by the course instructor.

We will also coordinate some additional courses for students that are being hosted by the Vermont Virtual Learning Cooperative (VTVLC). These courses allow students to select from an even wider course catalog that includes world language and Advanced Placement (AP) courses. The courses that are offered in this manner will be remote asynchronous, meaning students will use their computer devices to login and make progress in a coached self-paced course over the semester but do not have to be in their seats doing work at specific times of day or days of the week, giving students a lot of flexibility. You will hear directly from Carolyn Dickinson, a CTE Assistant Principal, Emmy Charron, CTE School Counselor, or Lindsay Ackley, CTE School Counselor, if you or your student is programmed for a VTVLC course for the 2020-2021 school year.

We want to make sure that families and students are aware of the application process for Free and Reduced Lunch. It is helpful to our school and our district to have as many families as possible complete the applications - it actually helps us to get funding to make sure that all of our students are provided with the nutrition that they need to fuel their learning. We ask that families consider filling out the application and returning it to us.

- Visit [MySchoolApps](#) (opens in a new window) to search for the EWSD lunch form, and fill it out electronically.
- If you prefer to use a PDF and not use the app you may [obtain a Free & Reduced Price Lunch application in PDF form \(opens in a new window\)](#) from the Vermont Agency of Education.

Students who are planning to park on campus will be able to do so free of charge. We do need students to complete a parking permit application. Students should complete the Parking Permit Google Form to provide us with the vehicle and driver information that we will need for the 2020-2021 school year.

There has been communication from our health office directly to families about personal protective equipment (PPE) that is required for healthy and safe learning this year. Each student will be given two cloth face masks for use at school. Students should plan to bring a mask home each day and wash it before wearing it again. If students arrive at school without a mask, we will provide them with disposable masks which they are required to wear in order to participate in in-person learning. Refusing to wear a mask at school will result in students being sent home. We cannot allow gaiter and one way valve masks to be worn. Students may choose to wear a face shield AND a mask, but may not wear just a face shield. Medical exemptions to the mask wearing expectation will need to follow the procedure that has been established by the Health Department and our Essex Westford School District health office.

Each student will need to pick up a personal computing device (laptops, chromebooks, iPads) from their sending schools. We have been in communication with all of our local high schools who have let us know that they have devices for all of their students, including those who attend CTE. It is important that students and families follow their local high school's instructions for picking up those devices so that they have them ready and available for at-home learning. Students may also bring the devices to CTE for learning at school if they prefer. If students do not, for some reason, have access to a device at their sending school, be in contact with the CTE administrators and we will assist students in getting a device for at-home learning.

Each year, CTE hosts an Open House Back to School event to welcome our students and families. We will be sending an invitation to all of our students and families in the next couple of weeks to an online Zoom event in which families and students will be welcomed and have the opportunity to engage with their student's teachers, see virtual tours of spaces, and hear more about all that CTE has to offer. We are excited to see your faces and meet you all.

Our staff and administration is very excited and ready to welcome students back to in-person and remote learning and the routines, consistency, and connection that comes with the beginning of a school year. We know that the beginning of a school year is a normal time for students and families to be nervous. Beginning a school year in the midst of a pandemic is certainly anxiety-provoking in other ways. We are committed to having a safe and structured start to the school year at CTE and look forward to the familiarity of a school routine.