

Dear CTE Families,

First, we'd like to warmly welcome you to our incoming CTE 2020-2021 class! We have been thinking about all of you, planning for school, and considering what students and staff will need to come back to school this fall in these unprecedented times. By now, you have heard about some of the plans at a broad level for reopening schools in the Chittenden County area in Vermont. At the Center for Technology, Essex, we wanted to reach out to you and share more information specific to your student and our programs for this year. We are working hard to prepare for school safely, thoughtfully, and carefully to provide students with an exciting learning experience for the 2020-2021 school year.

CTE is housed in one of the largest high schools in Vermont, so we have been working this summer to develop a plan that will provide health screening, social distancing, grouping our CTE students by cohort, and minimizing large group interaction around the building. These practices will help us achieve contact tracing and sanitation practices that are important to limiting the spread of the COVID-19 virus.

With regard to health screening, each student and staff member will be screened each day before entering the building for work and learning. The health screening will consist of a touchless temperature reading that establishes that student and staff temperatures are below 100.4F and asking questions about whether individuals have any symptoms of COVID-19 or are in close contact with or caring for anyone with symptoms of COVID-19. It is important for students, staff, and families to know that if a fever is registered, people will be cared for in a nurse's office setting and promptly sent home. If people reply indicating that they have symptoms of COVID-19 or are in close contact with those who have the virus, they will have further conversations with nursing professionals and a decision will be made about whether they need to be sent home. The Vermont Department of Health expectations should be followed by students, staff, and families with regard to 14 day quarantine practices following exposure, travel, or illness.

Students and staff will be required to wear masks or face coverings to limit the spread of COVID-19 from respiratory droplets. CTE will make washable masks available to students for use as well as disposable masks for times students may forget.

Vermont has defined 3 steps for safely reopening schools. Step 1 was what we experienced during the spring of 2020 - full remote learning. Step 2 is the hybrid remote and in-person

model that has been adopted by the Champlain Valley Superintendents Association and will apply to CTE. Step 2 (Hybrid in-person/ remote learning) is where we will begin our school year. Step 3 (full school in-person learning) will allow us to have all students on campus due to reduction in infection numbers.

By now, you may also have received an online survey from the Essex Westford School District, CTE's host district, about your family's intent to participate in hybrid learning or your desire for full remote learning options for the school year. CTE will have limited full-remote options but will take seriously the requests from students and families and accommodate those requests wherever possible.

With regard to Step 2 (Hybrid in-person/ remote learning), we have established two learning cohorts; one cohort will attend CTE on Mondays and Tuesdays in person and the other cohort will attend CTE on Thursdays and Fridays. This schedule allows us to divide every program in half. It also diminishes numbers of students who need to ride a school bus from their sending schools, allowing students to be socially distanced on buses. When students are not at CTE for face-to-face instruction, they will be expected to be doing remote learning. Unlike the spring of 2020, teachers have had a great deal of time to prepare for this remote learning and families and students will find that the activities and expectations are more structured than the crisis plans people experienced in the spring. Students and families should anticipate 4.5 hours of engagement in remote learning activities each day and organize their schedules around that expectation. CTE students will have technical content as well as integrated academic content learning.

Our goal in establishing a consistent, predictable schedule in Step 2 (Hybrid in-person/ remote learning) is that if we need to enter Step 1 (full remote learning) or we are able to reduce restrictions and enter Step 3 (full school in-person learning), that our schedule and frequency of learning will remain the same. There are not A and B days in our schedule this year - just a typical Monday through Friday schedule that will have regular classes expected of students each day.

On the next page, you will find an example of a schedule by cohort grouping for a week in Step 2 (Hybrid in-person/ remote learning). Your student will be assigned to either Cohort A or Cohort B.

Weekly Cohort Grouping

Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A In-person Instruction 9:40 - 2:10		Cohort A/B Virtual Instruction Call Back Services	Cohort A Virtual Instruction	
Cohort B Virtual Instruction			Cohort B In-person Instruction 9:40 - 2:10	

You will also be receiving a program-specific schedule (attached) that will allow you to know what the daily schedule is for your technical program.

Your student may have also requested some specific additional courses (Drivers Ed, Health, VTC Composition, etc.) that will not be reflected on the schedule you receive in this mailing. We are still working on our schedule, plans, and enrollments for those courses and will be able to send you updates with how we will be offering those courses to students in the next couple of weeks. The courses will be offered, they may just look different in terms of how they are delivered.

At this time of the summer, we also communicate with you all about the regular things for a typical school year like daily schedules, parking permits, lunch money and Back-to-School Night. We'll spend the rest of this letter talking about those topics.

First Day of School is scheduled for Tuesday, September 8. We will begin with Cohort A at 9:40am and for this first week, Cohort A will attend Tuesday and Wednesday, because of the

shortened week. Cohort B will begin on Thursday, September 10 and attend Thursday and Friday.

School Day for CTE each day is 9:40-2:10. Students may begin to arrive for health screenings as early as 9am. Once through their health screening, students will be directed to go right to their program area. There are no common areas for hanging out in the building.

Bussing You will be notified about bus departure times, along with any other specific details regarding transportation from your sending school.

Lunch will be served each day. Students will eat in their program area and may get food from EWSD food service or bring food from home. The cafeteria will be closed. There will be more guidance coming from EWSD foodservice about student meal accounts and we will pass that along as it is available.

Parking Permits We will not be issuing in-person passes this year. Instead we are asking students to fill out a Google form with their pertinent car information. Parking will be free this year, but students who park at CTE must have a permit. To register vehicles, students must furnish us with their driver's license, registration and proof of insurance. Once this form is filled out, the office will issue a parking permit that will be delivered directly to your student's program. The pass must be displayed on your child's inside rear-view mirror. To fill out this form go to;

<https://tinyurl.com/CTEVehicleRegistration2020>

Program Back to School Night will look different this year, as well. We will be hosting a Zoom event on Thursday, September 10th, 2020 from 6:30-8:00pm. You will have an opportunity to be welcomed into the CTE community and hear more about all programs as well as have a specific presentation from your student's program teacher.

We know that students and families may have some anxiety and concern about returning to building-based learning in the fall. Our goal is to establish a community in which we care for one another by taking all of the precautions that we can to ensure the health and wellness of all of our members - whether by wearing a mask, cooperating with social distancing expectations, screening for health each day, participating in a cohort, or practicing good hygiene. We are optimistic for a healthy, stable, consistent, successful school year ahead and we look to our CTE students and families to work together to achieve this goal. We are eager to get to know our incoming students and get learning started!

If you have questions, concerns, or specific needs, please feel free to reach out and contact us.
The school counselors for each program are:

Lindsay Ackley (lackley@ewsd.org) - Building Residential 1& 2, Building Systems, Cosmetology 1 & 2, Dental Assisting, Health Informatics, Natural Resources - Forestry, Natural Resources - Mechanical, Pre Tech 3, Pre Tech 4

Emmy Charron (echarron@ewsd.org) - Automotive Technology 1 & 2, Childhood Education and Human Services 1 & 2, Computer Animation and Web Design 1 & 2, Computer Systems Technology 1 & 2, Design and Creative Media 1 & 2, Engineering 1 & 2, Professional Foods 1 & 2, Pre Tech 1, Pre Tech 2, Pre Tech 5

We will look forward to hearing from you, communicating more with you in the coming weeks, and working together this year to have a great year of building community and learning together.

Respectfully,

Bob Travers, CTE Director
Carolyn Dickinson, CTE Assistant Director
Rich Wright, CTE Assistant Director