

Continuity of Education Plan

School District	Beaver County Career & Technology Center
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Goal of Plan

The goal of the Beaver County Career & Technology Center's Continuity of Education plan is to continue providing career and technical education to our students during the COVID-19 school closure. We aim to provide Planned instruction aligned to each of our Programs of Study task list. While our normal delivery of instruction includes project-based learning and hands on instruction, we will deliver vocational education virtually, both in an asynchronous and synchronous format.

Overview of Plan

The planned designed for the Beaver County Career & Technology Center will aim to support and continue the unique and specific seventeen (17) Programs of Study offered by our half-time CTC. This is our first attempt at a concise virtual delivery of educational content. We understand we will encounter a variety of potential issues as we engage in this format. It is critical that we work with each of our thirteen (13) sending school districts. First, we will communicate directly with the school districts, students and parents. Internet accessibility and technology within each student's home setting will be critical. Our CTC will utilize the Microsoft Teams platform and Zoom. Prior to the school closure, some of our instructors have utilized the Remind app as part of their class communication. This app has the CTC now implementing this with all of our staff for the next school year.

Expectations for Teaching and Learning

The learning plan began on Monday, March 30, 2020. The week prior to implementation was spent on intense comprehensive training on the Microsoft Teams platform, Zoom delivery and contacting the students. Teachers are expected to format learning aligned with their Program of Study Task List. Administration and IT have established continuous communication to support teachers who may encounter problems with this new way of delivery. Faculty meetings are held 1-2 times each week.

Teachers will provide instruction Monday through Friday in accordance with the school-approved calendar. Original hours were established as 9:00 a.m. – 11:00 a.m. for the morning session and 12:00 p.m. – 2:00 p.m. for the afternoon session. It has been apparent that our staff is educating well beyond a normal school day to support our students' needs and scheduling issues. Teachers will adapt lessons, assess student work product, post resources and be available for parent/student support.

STUDENT ASSESSMENTS: No end of year exams will be given. Grading will be P/F/I for the final 9-week grading period. Attendance will be determined by student access and work product. Parent contact will be made for any student not logging in for three (3) consecutive days. School counselors, instructional aides, nurse and school secretary will work in collaboration to address issues as expedient as possible.

The CTC will be available opportunities to obtain industry credentials through various online platforms. An example is OSHA 10 certification.

Communication Tools and Strategies

The BCCTC has communicated with students, parents/guardians and sending school districts extensively. We have utilized the school website, social media, email, Remind app and direct telephone calls to maintain our educational part in their education plan.

The teacher is the primary point of contact. The building principal, school counselors, marketing/community outreach specialist, learning support facilitators, instructional aides and building secretary all have reached out to meet each of the various student needs that have arisen.

Access (Devices, Platforms, Handouts)

Teachers and school personnel are utilizing Microsoft Teams, Zoom and program specific online credentialing through vendors such as CareerSafe. The sending district is providing devices to any student that is in need. We are working directly with each district to ensure complete accessibility.

For students requiring hard copy, arrangements are made for a safe delivery or drop off.

Staff General Expectations

The goal is to provide career and technical education as best we can short of in-person delivery. We recognize this came on quickly and virtual learning was not a priority here at the CTC. Our expectation is that this situation does not change our duty to our students in providing career and technical education in fulfillment of their educational needs and requirements.

Our teachers are expected to be diligent to each of their respective programs task list and provide appropriate lessons as such. We will continue to support our students as if we were operating under normal circumstances.

Our school counselors are expected to provide the same student support, more in a virtual context that they may be used to. They will be available for typical counseling topics.

The school nurse is communicating with students who were under her direct monitoring. All stored medications at the school have been returned to families in a tightly controlled manner.

Our Learning Facilitators support all IEP/504 students again as if we were in a normal environment. The sending district school counselors or IEP point of contact is regularly communicated with.

Instructional assistants are expected to support student workload, assistant teacher with check-ins via phone or email, monitor student engagement.

Student Expectations

Students are expected to participate daily and complete assignments. Students should remain engaged in their education to complete the school year. Any student experiencing difficulty should inform their teacher. The school will do their best to address the difficulties.

Attendance / Accountability

Staff attendance is monitored daily. Student attendance is monitored through daily participation, assignments and other communication methods.

Good Faith Efforts for Access and Equity for All Students

The school has been in contact with most of our student population. As stated previously, we are working hand-in-hand with our sending districts to ensure accessibility and equity.

Special Education Supports

Our two Learning Facilitators, along with our two school counselors, are working to meet our student's needs through the best of our ability in this virtual environment. We will maintain communication with the families to support them, solicit input, and address any concerns. We will work in strict compliance to the individual IEP/504, in conjunction with the sending school's support delivery.

EL Supports

The sending district provides EL support.

Gifted Education

The CTC provides support in accordance with any student GIEP. Again, our Learning Facilitators work closely with our sending districts.

Building/Grade Level Contacts

Assistant Director/Principal – Laura DelVecchio, ldelvecchio@bcctc.org

Resource Links

The school website is maintaining all links for education, resources, counseling support, health support and other needs as it relates to the Coronavirus pandemic.