

Continuity of Education Plan

School District	Erie County Technical School
Administration	Dr. H. Fred Walker – Director Mr. Joseph Tarasovitch - Principal
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Goal of Plan
Providing “Modified” Career and Technical Education learning activities will be a significant change from what students normally do in their program majors. The Erie County Technical School is committed to support technical education and career preparation. “Modified Delivery,” means our faculty and support staff will use a variety of tools to offer educational opportunities. The educational activities will be in the form of “Enrichment and Review”.

Overview of Plan
The Erie County Technical School will continue to provide education during the COVID-19 pandemic by offering enrichment and review opportunities for our students. “Enrichment and Review” consists of informal activities to reinforce or extend students’ prior learning. New standards and skills are not addressed through “Enrichment and Review”. Enrichment and review is optional for students. Activities will not be graded. No daily attendance will be reported.

Expectations for Teaching and Learning
Beginning Tuesday, March 31, 2020, each program/major will supply an enrichment or review activity for each Level of students. The instructors will supply activities (utilizing a standard template) that would account for approximately one hour of engagement per day. In addition to any on-line assignment, we will provide an opportunity to complete an assignment off-line or by paper/pencil for those students without computer/internet access. Offline materials will be forwarded to the principal for printing and distribution. We will work with sending school districts for distribution and collection of printed materials.
Types of Acceptable Activities Include:
WIN – Career Readiness, Math, Reading, etc.; OSHA, SP/2 or other safety training; Career Specific Certification Training; Sharing videos with journal responses; Group chats/on-line discussion boards; Research paper/project; Portfolio preparation/completion (resumes, cover letters, etc.);

Math/literacy activities related to the program; Photocopied articles; Math worksheets; Watching a TV show related to field and provide a written reflection.

What Should Not Be Used:

Introducing any content that would require direct instructor presentation.
Content that does not relate to the program area.

Communication Tools and Strategies

The Erie County Technical School will share the plan with the 11 School Districts that are involved in the cohort. These Districts will utilize their “mass communication” capabilities to inform the ECTS families of the COEP. ECTS will also use the Erie County Technical School’s “social media” platforms and the website to deliver the message. Finally, ECTS will have the instructional staff and Instructional Aides making phone calls to each family to deliver the message and survey the population for internet and technology capabilities.

Access (Devices, Platforms, Handouts)

Students will utilize devices provided by their sending school districts. We recognize that not all districts have one-to-one devices for students. For students that do not have computers/internet access, we will make printed work available. We will utilize our e-class platform for computer delivery and/or other platforms that instructors may currently be using with their students.

Staff General Expectations

- The instructors will supply activities (utilizing a provided template) that would account for approximately one hour of engagement per day.
- Instructors should establish “office hours” when they can be available for student calls or e-mail communication, etc. These hours will be communicated on daily activity plans. Office hours should total two hours of time per day.
- Students should be asked to call the instructor’s ECTS phone number and leave a voice-mail message. During office hours, instructors should retrieve messages and respond to students.
- We understand that students will have a variety of technical issues and limitations. Students will relay these issues to the instructor. The instructor will communicate these issues to the ECTS Help Desk for IT support.
- If students are enrolled in Professional Skills or Math in Quarter 4, instructors may utilize an activity from the Professional Skills/Math curriculum.
- Activities may include our Career Readiness System (WIN).
- Curriculum Team Leaders will be the main contacts for help and support with e-class or other instructional questions.
- On Monday, March 30, the Principal or other Administrator will be in the building from 9:00-11:00am. The Principal or Administrator will retrieve needed items for instructors from program areas. The instructor will arrange pick-up of these items with the administrator.

Student Expectations
Enrichment and review is optional for students.

Attendance / Accountability
No daily attendance will be reported. Assignments will not be graded.

Good Faith Efforts for Access and Equity for All Students
Each instructor will reach out to students to identify technology capability. Instructional aides will reach out to students with IEP's or 504 plans. Contact lists and phone scripts will be provided. Please let the Principal know by Monday, March 30 at 3:00pm the names of students unable to access technology and those students that could not be reached. We will coordinate the distribution of printed materials with pick-up/drop-off schedules at sending school districts.

Special Education Supports
Instructional aides will reach out to students with IEP's or 504 plans to provide accommodations. Instructors will provide an opportunity to complete an assignment off-line or by paper/pencil for those students without computer/internet access. Instructors will establish "office hours" when they can be available for student calls or e-mail communication, etc. These hours will be communicated on daily activity plans. Office hours should total two hours of time per day. We will also work with the case managers at the sending school districts to ask for support of their students.

EL Supports
N/A at this time.

Gifted Education
We will offer opportunities as outlined in the GIEP.

Building/Grade Level Contacts
Mr. Joseph Tarasovitch – Principal Mrs. Lesa Scalise – Supervisor of Student Support (Special Education) Mrs. Sandra Carr – Supervisor of Instructional Support (Curriculum) Mr. Jeff Smith – Information Systems and Technology Manager Mrs. Mary Foulkrod – Career Planning Coordinator

Resource Links
ECTS Website for Student Engagement. (www.ects.org)