

Continuity of Education Plan

Revised April 20, 2020

School District	Northern Tier Career Center
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Goal of Plan

The Northern Tier Career Center Continuity of Education goal is to provide activities and resources to promote new learning with curricular outcomes and engaging opportunities that assist in remediating, reviewing and extending prior learning. In addition, during these unprecedented times in education, our focus will be not only to support each student's technical studies, but their social-emotional wellness while maintaining home and school balance during this extended closure.

Overview of Plan

Each instructor will provide weekly planned instruction, enrichment and review opportunities that will be displayed on individual "teacher pages" that have been created on the Center's website. These opportunities are designed to enhance and extend all student knowledge while providing progression on individual task lists. We also intend to provide on-line industry certification opportunities that will aid in our students' transition to post-secondary and/or direct employment in our local workforce. *Cosmetology is governed by the State Board of Cosmetology who has approved and developed an on-line option that will provide our students with 250 hours of review instruction that will count toward their mandated 1250 hours needed for program completion.

Expectations for Teaching and Learning

- NTCC will use an asynchronous approach to providing engaging meaningful activities for our students. Students can access instruction, enrichment and reviews at any time. They would receive feedback from their instructor via email, GroupMe, or Remind Apps at another time. Also, with the utilization of Zoom.com or GoogleMeet, instructors will schedule synchronous opportunities for their students. This would allow for direct conversation, collaboration of ideas, and real-time feedback.
- Teachers will provide regular check-ins and reach out to student as necessary to provide support.
- They will also notify Center's Administration of any suspected needs or emotional supports that our students may have.

Communication Tools and Strategies

- NTCC staff will be utilizing various methodologies to provide planned instruction, review and enrichment. All platforms, Apps, websites, links, handouts will be available at each instructor's "Teacher Page" on the Center's website (www.ntccschool.org). This can be accessed in the menu section or a direct link entitled: **Covid closure student resource** displayed on the front page of the website.
- Apptegy Alerts will provide phone calls, emails, push notifications, and updated news feeds to our families and community.
- Student communication- direct email to individual staff members, phone calls, Remind or GroupMe App for each program of study.
- Virtual conferencing and sharing opportunities will be done through Zoom.com or Google platforms.

Access (Devices, Platforms, Handouts)

- All Students have access to laptops, Chromebook, or tablets issued by our homeschool technology departments. If for some reason a student is in need of a device, the Center can provide a Chromebook.

Please contact cedsell@ntccschool.org with all technology inquiries.

Staff General Expectations

Regular student-teacher communication is our top priority. We realize that some students will not be available when the teachers are and vice-versa. The plan to implement asynchronous and synchronous planned instruction, enrichment and review activities is intended to be respectful of everyone's ability to access and participate in the face of these challenging circumstances.

Starting April 20th- end of 2019-2020 school year

Monday through Friday (Monday May 25th NO Activity)

- 8:00 AM – 10:00 AM
 - o Planning and Preparation
- 10:00 AM – 3:00 PM
 - o Posting of activities and communicating and interacting with students.
 - o Expectation is that teachers are available to students for questions. How that is accomplished is at the discretion of each individual teacher. There is no expectation that any teacher is expected to be online the entire time as long as there is sufficient monitoring of students in place.
 - o Teachers will conduct online meetings two days per week in the morning and afternoon, to include planned instruction, enrichment, review, and student assistance. Teachers may adjust their meeting/online/collaboration time based on the needs of the students and teacher.
- Tuesdays 9:00-10:00 a.m.-All Staff Faculty Meeting (virtual)
- Thursdays 9:00-10:00 a.m.-Teacher led Best Practices Share Out (virtual)
 - * Sick days-if unable to communicate with students due to sickness, etc., be sure to portal your day (or half day) as a sick day. Same with personal days, etc.

Student Expectations

Virtual Instruction, Enrichment and Review Activities-Tuesday, April 20, 2020 through the end of the 2019-2020 school year

- Students have the opportunity to engage in meaningful asynchronous and synchronous activities.
- Students are encouraged to communicate with their teacher specific needs or difficulties.

Attendance / Accountability

NTCC will not be taking daily attendance, however, teachers will be monitoring student progress on each individual's task list. We ask students to make a good faith effort to participate in the planned learning activities or industry certification opportunities.

Good Faith Efforts for Access and Equity for All Students

The Northern Tier Career Center will be providing continuity of education during this time of closure. Beginning on April 20, 2020 the following steps will be taken and may be revised based on further information received from Governor Tom Wolf, PA Department of Education, US Department of Education, and the Joint Operating Committee of the Northern Tier Career Center.

Special Education Supports

The Center's Student Facilitator has maintained contact and participates with special education teachers and their superiors on annual review meetings for each IEP of current and future NTCC students. The parents of all students with disabilities will be receiving communication from the special education department of our home districts. This communication will talk about how the district will attempt to meet as many of the needs and supports as outlined by each child's IEP. If parents have questions and concerns, they can email cwarren@ntccschool.org.

EL Supports

The Northern Career Center has one student that is identified as ELL, with limited accommodation and does not receive direct services at this time per his educational plan. Our student facilitator communicates with the district IEP team and Center's instructor to assure service are provided.

Gifted Education

The Northern Tier Career Center does not have any students with a gifted IEP.

Building/Grade Level Contacts

Administrative Director- gmartell@ntccschool.org
Administrator of Educational Services- jfarley@ntccschool.org
Business Manager/Finance- mwelles@ntccschool.org
Director of Practical Nursing- mjohnson@ntccschool.org
Administrative Assistant/Board Secretary- cedsell@ntccschool.org
Student Facilitator of Special Education- cwarren@ntccschool.org

Resource Links

www.cdc.gov/coronavirus/2019/community/schools-childcare/index.html
www.education.pa.gov/schools/emergencyplanning/covid-19/pages
www.pacareetech.org