

Continuity of Education Plan

School District	Erie County Technical School
Administration	Dr. H. Fred Walker – Director Mr. Joseph Tarasovitch - Principal
Address	8500 Oliver Road Erie, PA. 16509
Email/Phone	hfredwalker@ects.org ; 814-464-8661 jtarasovitch@ects.org ; 814-464-8682
Website	www.ects.org

Goal of Plan
<p>The Erie County Technical School has provided education during the COVID-19 pandemic by offering enrichment and review opportunities for our students from March 31st to April 24th. Beginning Monday, April 27, 2020, ECTS will provide planned instruction. 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 “theory” and “modified” technical educational opportunities.</p>

Overview of Plan
<p>The Erie County Technical School will continue to provide education during the COVID-19 pandemic by offering planned instruction with on-line and off-line assignments connected the scope and sequence courses scheduled for Quarter 4. “Planned Instruction” consists of formal activities that will be assessed with a “Pass – Fail” grade (Pass = 93%; Fail = 69%). New standards and skills are addressed through reviewing the theory activities that had been previously assigned in prior years, and modifying any “technical” activities that could be accomplished at a student’s home. No daily attendance will be reported.</p>

Expectations for Teaching and Learning
<p>Beginning Monday, April 27, 2020, each major will supply “planned instruction” assignments for each Level of students. The instructor will provide assignments (utilizing a standard weekly template) will account for approximately five hours of learning per week. In addition to any on-line assignment, the instructor will provide an opportunity to complete an assignment off-line or by paper/pencil for those students without computer/internet access. The on-line and off-line assignments must be connected to the same content or theme following the scope and sequence courses scheduled for Quarter 4. As a general guide, instructors will be encouraged to utilize assignments that are already in place from prior school years. The instructor will consider what skills students will need to be successful when continuing instruction in the fall. For the seniors, please plan activities that will help them complete their program of study.</p>

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 utilize the new “mass communication” system that was recently purchased and continue to communicate with the 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

- Instructors will provide a weekly instruction plan for students (utilizing a provided standard template) that will be accessible to the students on the school’s e-class site. Online and offline work must account for approximately one hour of engagement per day.
- Instructors will supply off-line/paper packet materials in the weekly folder on the EBB website by Fridays at 12:00pm.
- Instructors will maintain established “office hours” when they can be available for student calls or e-mail communication, etc. These hours will be communicated on your weekly activity plans. Office hours should total two hours of time per day.
- Students should be requested to call the instructor’s ECTS phone number and leave a voice-mail message. During your office hours, instructor will retrieve messages and respond to students.
- We understand that students will have a variety of technical issues and limitations. Students should direct these issues to the instructor and the instructor relay these issues to Jeff Smith by using HelpDesk. You can also e-mail helpdesk@ects.org.
- Please reach out to your Curriculum Team Leaders (Michael Miller, Mariea Sargent, and Danielle Wilber) for help and support with e-class or other instructional questions. We can also share ideas in the weekly on-line team meeting.
- If students are enrolled in Professional Skills or Math in Quarter 4, instructors will share these lessons on their e-class pages for the Professional Skills/Math curriculum.
- Curriculum Team Leaders will be the main contacts for help and support with e-class or other instructional questions.
- During the weekdays, the Principal will be in the building from 9:00 am -12:00 noon. The Principal will retrieve needed items for instructors from program areas. The instructor are also allowed to visit the school for 90 to 120 minutes to prepare; instructors should arrange pick-up of these items with the administrator or schedule a time to work in the building.

Student Expectations

Students will be required to complete the assignments that have been shared through the Instructor’s e-class or provided in a “paper/pencil” format.

How Work Will Be Submitted:

Options for Submitting Online Work:

- Through e-class
- Emailed to instructor
- Other submissions as defined by instructor
- Deliver to ECTS any day from 8:00-12:00pm

Options for Submitting Offline/Packets:

- Deliver to ECTS any day from 8:00am – 12:00pm
- Exchange when new packets are delivered to student/sending school
- Picture of completed work texted or e-mailed to instructor

Attendance / Accountability

No daily attendance will be reported.

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 will be provided. The instructor and the instructional aides will inform the administration by Monday, April 27th the names of students unable to access technology and those students that could not be reached. The ECTS administration 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 the weekly activity plans. Office hours will total two hours of time per day. ECTS 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)