

Spring
2020

Continuity of Education Plan



Eastern Center for Arts and Technology

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Welcome and Introduction



March 26, 2020

Dear Students, Parents/Guardians, and Community Members,

Continuity of Education is the overall term for any educational practices that occur in the event of a prolonged school closure. We at EASTERN believe it is important for our students to have the opportunity to maintain and develop skills during this time. This is particularly challenging for our teachers because the key feature of our programs is the opportunity to engage in authentic, hands-on learning in our career fields. While a large part of our program instruction is hands-on, we have always stressed the importance of the theoretical knowledge that underpins our technical tasks. We have also always focused on developing leadership and employability skills. Our teachers have been working collaboratively over the past week to develop a Continuity of Education plan to continue to engage our students in new learning.

All learning provided by our teachers will align to industry standards and the program's approved task list. We are committed to helping our students reach their career goals. We are fortunate that many of our industry certifications can be obtained online and offered during this time. We are also fortunate the State Board of Cosmetology is now allowing our students to earn up to 250 hours via online instruction. Our Continuity of Education Plan will go into effect Monday, March 30, 2020 and will remain in effect for the duration of the school closure. Our school may be closed, but we are going to continue to provide instruction to our students.

We understand that these are unprecedented times for all of us. We ask that our students take advantage of this opportunity and to communicate with their teachers or our student success coordinators so that we may assist in removing any barriers to learning. Last week we asked all students to access their EASTERN email account so we could ascertain if any students would be unable to access online learning. For those students who reported access issues or who did not reply, we are mailing home learning materials provided by their teachers. These items were sent to the post office yesterday afternoon.

The Continuity of Education Plan will help to clarify expectations and provide additional information.

We wish everyone good health. We will continue to send updates to families through our e-messenger system.

Sincerely,

A handwritten signature in cursive script that reads "Cathleen Plesnarski".

Cathleen Plesnarski, Ed.D

Executive Director

Goal of Plan

The goal of the EASTERN Continuity of Education Plan is to provide meaningful instruction through online/distance learning so that all of our students can continue to pursue their career goals.

Overview of Plan

EASTERN's teachers will be providing meaningful education that relates to the Pennsylvania Department of Education Programs of Study and will be communicating directly with students on how to access assignments and educational materials.

Twelve of EASTERN's programs will use Microsoft Teams as a platform for educational delivery. This will allow instructors to post assignments, task sheets, videos, links, and other related material as needed. Students will be able to access course material, post questions, and receive answers from their instructional staff. Additionally, the Remind App has been set up in most courses for instructors and students to communicate.

In addition to Microsoft Teams, many programs will provide curriculum from other sites such as (but not limited to):

- Automotive Technology: MACS (Mobile Air Conditioning certification), ASE (Automotive Service Excellence) online, CDX and Ford ACE training
- Collision Repair Technology: SP2 Automotive and 3M Collision online
- Commercial Art: Commercial Art Website
- Construction Technology: Ted Talks construction topics and SP2 Construction online
- Cosmetology: Mindtap Cosmetology online
- HVAC: Quizlet and Kahoot online
- Networking and Cybersecurity: Montgomery County Community College online coursework

Please note instructors surveyed students and parents about access to a computer and availability of an internet connection. Students who were not able to be reached or who noted they do not have access were mailed photocopied packets of assignments on March 25, 2020.

Expectations for Teaching and Learning

Schedule

The instructional delivery for all EASTERN courses will commence online starting March 30th. Instructors will be available during regular school hours, 7:45 am to 2:45 pm to answer emails and questions students may have. Teachers may also communicate specific times during the day they will be available for students.

General Expectations for staff and students

Our teachers will provide grades and feedback on assignments given during this time. Students are expected to complete the assignments provided and seek out help as needed. Points of contact for support are identified in this plan.

Attendance/Accountability

Instruction is asynchronous, meaning students can choose the time they complete the work. This provides flexibility to students, but also requires an attention to time management. Teachers may schedule an online meeting during school hours and request that students participate. All assignments will be graded and will count towards the student's fourth marking period grade.

Staff Expectations for online meetings

Student cameras **MAY** be turned on if they choose to do so when conducting an online meeting session. **Teachers must inform students that the session is being recorded and will be posted as a reference prior to beginning the meeting.**

- If any aspect of the videoconferencing makes a student or parent uncomfortable, they can be encouraged to set up the online meeting so that only the student is visible. (e.g. blank wall behind student)
- Teachers (and students) must be cognizant of surroundings including background/viewable areas and any audible noises/speech that may occur in your home environment
- Teachers must maintain a professional appearance during on camera interactions
- Class sessions may be posted for reference for students
- Students may record a video of themselves completing a task/assignment and sent to the instructor for review/feedback
- Teachers must be cognizant of any student who has a parent signed no video, social media posting etc. form submitted at the beginning of the school year.

Marking Periods

The third marking period ended March 30th. The fourth marking period began March 31st and will include all online assignments. Grading formulas have been adjusted to only include knowledge grades while school is not in session.

Access (Devices, Platforms, Handouts)

All instruction has been provided online, but students who do not have access to a device or internet have received hard copies of instructional materials via the mail. Students using their district-provided device who experience technical difficulties should refer to their district's Continuity of Education plan for support.

Good Faith Efforts for Access and Equity for All Learners

A good faith effort has been implemented to make every effort to ensure access and equity for all learners. Instructional plans and materials have been and continue to be reviewed by our Student Success Coordinators to make sure the materials are appropriate and accessible for our students with special needs. Students who need support can contact their assigned Student Success Coordinator.

Teaching Staff Points of Contact

Please contact your teacher if you have difficulty logging on, accessing instruction, or need assistance with assignments.

Allied Health: Ms. Windy Viernes, wviernes@eastech.org

Automotive Technology: Mr. George Stahl, gstahl@eastech.org

Business and Technology Professional: Ms. Marketa Crane, mcrane@eastech.org

Collision Repair Technology: Mr. Steve Parke, sparke@eastech.org

Commercial Art: Ms. Nicole Mohrey, nmohrey@eastech.org

Construction Technology: Mr. Jeff Pakula, jpakula@eastech.org

Cosmetology: Mrs. Wendy Leyden, wleyden@eastech.org and Ms. Amy Mednick, amednick@eastech.org

Culinary Arts: Chef Ben Vozzo, bvozzo@eastech.org, and Chef Charles Zachmann, czachmann@eastech.org

Electrical Technology: Mr. Gary Felmey, gfelmey@eastech.org

HVAC: Mr. Brian Jacoby, bjacoby@eastech.org

Networking and Cybersecurity: Mr. Michael Refsnider, mrefsnider@eastech.org

Protective Services: Mr. Mark Zaslavsky, mzaslavsky@eastech.org

Veterinary Science: Mrs. Karen McGeehan kmcgeehan@eastech.org

Welding Technology: Ms. Meghan Cicchino mcicchino@eastech.org

Student Success Coordinators (SSC) Points of Contact

Additional support will be provided by our SSCs to our students with special needs. Our Student Success Coordinators are making sure our content is accessible and appropriate for all students. Students should contact their Student Success Coordinator for support.

Ms. Ferne Andre, fandre@eastech.org

Will provide student support to specific students. She will be reaching out to parents of these students.

Ms. Rebecca Ashworth, rashworth@eastech.org

Will provide student support to students with IEPs from the following districts: Upper Moreland, Lower Moreland, Jenkintown, Hatboro-Horsham, Archbishop Wood, and Bishop McDevitt.

Ms. Veronica Stanley vstanley@eastech.org

Will provide student support to students with IEPs from the following districts: Upper Dublin, Cheltenham, Abington, Springfield Township, Dock Mennonite, Calvery Christian, PA Cyber Charter, and alternative schools.

Leadership Points of Contact

Contact any of the staff listed below if you have questions or concerns regarding our plan, implementation of instruction, or support received. We will answer your questions or direct your question to the appropriate staff member.

Executive Director – Dr. Cathleen Plesnarski cplesnarski@eastech.org

Assistant Director – Mr. Joseph Greb jgreb@eastech.org

Career and Technical Education Supervisor – Mrs. Allison Larson alarson@eastech.org