

Reopening Northeast Metro Tech – September 14, 2020

Important Information for Students & Families

Dear Northeast Parents/Guardians,

As Superintendent DiBarri explained in his letter to Northeast families earlier this week, the Department of Elementary and Secondary Education has advised regional school districts to use a key municipality (the city or town where the majority of its students reside) as an indicator of whether or not classes should be held in-person (hybrid model) or remotely.

Revere sends the most students to Northeast. Unfortunately, although Revere's COVID numbers have improved since last week, the city is still "red" on the Massachusetts weekly COVID-19 Public Health Report released late yesterday afternoon.

Therefore, we will have to delay the start of our hybrid schedule. **We will open remotely for all students next week, the week of September 14th, as planned.** The following 2 weeks, the **weeks of September 21st and September 28th will now also be remote for all students.**

This changes our plan for 10th graders completing their Exploratory program and 9th grade orientation since no students will be coming to school for in-person learning until at least the week of October 5th.

Students will have access to their schedules today and may go into X2 Aspen to look at their schedule (Please see the Access to X2 section of this document for more details). **Regardless of whether we are hybrid or remote, students will end their school day early.** Students in Academic classes each week will attend Northeast from 7:50 am until Noon each day. Students in Vocational/Technical programs (Shops) each week will attend Northeast from 8:50 am until 1:00 pm each day. Please see the Attendance section of this document for more details).

Monday's (Sept. 14th) schedule is just slightly different from the succeeding days. All students (academic and shop) will begin the day at 7:45 and end the day at Noon. After Monday, Academic classes will begin at 7:50 and end at Noon, Shop classes will begin at 8:50 and end at 1:00 pm.

While we are remote, students will not be separated into A and B cohorts. All students will follow their schedule as is, with no rotation of days.

Week of September 14th - Gold Week

Monday (9/14) will be used as a day for making sure the student chromebooks are working, getting students settled into google classroom and Zoom, downloading textbooks and other programs/materials needed for learning, sharing syllabi and going over the Acceptable Use Policy and guidelines for remote learning, etc. This will be done in all Academic classes and

Shops, even if it is repetitive. The expectations for learning and teaching for this school year are very different from what occurred with the emergency closure in the Spring of 2020.

We are moving up the last 2 Exploratories for the 10th graders. These were originally scheduled for in-person during the week of September 21st. Sophomores will complete these Exploratories remotely. We all agree that we need to get our Sophomores assigned to their shops as soon as possible and waiting until October isn't our best option.

Monday (9/14) - all students in grades 9, 11 & 12 will be following their Gold Week Schedule. Between 7:45 and 7:55, Juniors & Seniors will check into their Homeroom for attendance in their Shops. Grade 10 students will attend their Exploratory 1 and have attendance taken by that teacher. Grade 9 students will attend their A Block class, and have attendance taken in that class. The school day will begin at 8:00 am for all students, and end at Noon. **Reminder that for this school year, the academic schedule will not be rotating.**

Tues/Wed (9/15 & 9/16) will be Exploratory 1 for the 10th graders. Thurs/Fri (9/17 & 9/18) will be Exploratory 2 for the 10th graders. Seniors will be in remote Shop for the week. Grades 9 & 11 will be in remote academic classes for the week. Academic classes will be 35 minutes long.

Week of September 21st - Gold Week

Seniors will be in remote Shop for the week. Grades 9 and 11 will be in remote academics for the week. Sophomores will meet with their guidance counselor (to whom they were assigned last school year) and Ms. Mills to complete Shop selection on Monday (9/21) and Tuesday (9/22). **On Wednesday (9/23) all Sophomores will be in their Shops and may start remote learning in shop.** Monday, September 21st may be used as a make-up day for a 10th grade student who may have missed a day the prior week.

Week of September 28th - Gold Week

Grades 10 & 12 will be in remote Shop, Grades 9 & 11 will be in remote Academics.

The reason we are going with 3 Gold Weeks in a row to start the school year is because the school calendar is set up so that the 9th Grade Exploratory weeks are full weeks in nearly all instances. Freshmen get a full experience in each shop. Whether we are able to begin our hybrid schedule or not the week of October 5th, this week will be a Black Week - grade 9 in Exploratory and grade 11 in Shop, grades 10 & 12 in Academics.

Vocational/Academic Remote Learning Schedule for Monday, September 14, 2020

TIMES	Academic Schedule	TIMES	Vocational Schedule
7:45-7:55	Grade 9 to A Block for attendance via Zoom	7:45-7:55	Grades 11 & 12 to Shop for attendance via Zoom Grade 10 to Exploratory 1 for attendance via Zoom
8:00-8:35	A Block Grades 9 & 11	8:00-10:00	Grade 10 Exploratory 1 via Zoom
		8:00-12:00	Grade 12 Shop via Zoom
		10:05-12:00	Grade 10 Exploratory 2 via Zoom
8:40-9:15	B Block Grades 9 & 11		
9:20-9:55	C Block Grades 9	9:20-9:55	Grade 11 to Related
10:00-10:35	D Block Grades 9 & 11	10:00	Grade 11 Return to Academics (D Block)
10:40-11:15	E Block Grades 9 & 11		

11:20-12:00	F Block Grades 9 & 11		
Noon	All Students finished for today		

**Vocational/Academic Remote Learning Schedule for
Tuesday/Wednesday, September 15 & 16**

TIMES	Academic Schedule	TIMES	Vocational Schedule
7:45-7:55	Grade 9 to A Block Attendance via Zoom	7:45-7:55	Grade 11 to Shop for Attendance via Zoom
8:00-8:35	A Block grades 9 & 11	8:45-8:55	Grades 10 & 12 to Shop for Attendance via Zoom
8:40-9:15	B Block grades 9 & 11	9:00-1:00	Grade 10 Exploratory 1 Grade 12 Shop
9:20-9:55	C Block grades 9 & 11 (related class)	9:20-9:55	Grade 11 Related
10:00-10:35	D Block grades 9 & 11	10:00	Grade 11 return to Academics (D Block)
10:40-11:15	E Block grades 9 & 11		
11:20-12:00	F Block grades 9 & 11		

NOON	Grades 9 & 11 finished	1:00	Grades 10 & 12 finished
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**Vocational/Academic Remote Learning Schedule for
Thursday/Friday, September 17 & 18**

TIMES	Academic Schedule	TIMES	Vocational Schedule
7:45-7:55	Grade 9 to A Block Attendance via Zoom	7:45-7:55	Grade 11 to Shop for Attendance via Zoom
8:00-8:35	A Block grades 9 & 11	8:45-8:55	Grades 10 & 12 to Shop for Attendance via Zoom
8:40-9:15	B Block grades 9 & 11	9:00-1:00	Grade 10 Exploratory 2 Grade 12 Shop
9:20-9:55	C Block grades 9 & 11 (related class)	9:20-9:55	Grade 11 Related
10:00-10:35	D Block grades 9 & 11	10:00	Grade 11 return to Academics (D Block)
10:40-11:15	E Block grades 9 & 11		
11:20-12:00	F Block grades 9 & 11		
NOON	Grades 9 & 11 finished	1:00	Grades 10 & 12 finished

Attendance Information

In accordance with the laws of the Commonwealth of Massachusetts, all students required to attend school. Learning is a continuous process. Students must be in school punctually and regularly in order for successful learning to take place.

The Northeast Metropolitan Regional School Committee, realizing the importance of regular attendance as a factor in successful academic/vocational achievement endorses that the only acceptable reasons for being absent from school are those caused by personal illness or quarantine, death or serious illness in the family, weather so inclement as to endanger the health of a child, religious holidays, court appearances and other exceptional reasons approved by the School Administration. The Principal or her designee shall be responsible for viewing attendance records and initiating appropriate actions at the building level to address any work missed due to absences.

The Massachusetts Department of Education has issued very strict guidelines for student attendance – regardless of whether a district is fully remote or hybrid – that we must adhere to.

Remote learning attendance is of the same importance as in-person attendance and will be handled in the same manner. All Northeast Metropolitan Regional School Committee approved attendance policies will be in effect whether we are fully remote or implementing our hybrid schedule.

Absences From School

Because there is a direct correlation between good attendance and school achievement, attendance will be monitored closely and serious consequences will result when student absence is extreme. **Excessive absence is defined as fifteen (15) days of absences in any school year.** Documentation **MUST** accompany any illness of three (3) or more consecutive days (i.e., a doctor's note). While we are fully remote, documentation must be scanned and emailed to the Shop Department Head (grades 10, 11 & 12) or Ms. Rockwood (crockwood@northeastmetrotech.com) for Grade 9 students. **Parents/Guardians are EXPECTED to call the Shop Department Head (grades 10, 11 & 12) to report their student absent. Grade 9 Parents/Guardians are EXPECTED to call the Attendance line (781-246-1650 to report an absent student. Until the 10th graders have been assigned their permanent shop, parents/guardians should call to report an absence using the Attendance line (781-246-1650).**

Medical and dental appointments as well as permit/driving tests **SHOULD NOT** be scheduled during the school day. There are **NO** excused or documented days away from school.

Northeast Metro Tech High School students who take vacations or family trips that do not coincide with previously scheduled school vacation days will miss valuable class experiences that cannot be duplicated in any other way. Such planned absences are discouraged and should not be scheduled outside of the designated school vacations.

Absences from Class

All students are to attend all classes on their schedules unless excused by a member of the Administration or the Nurse's Office. There are to be NO exceptions. Unauthorized absence from class constitutes a truancy from class, and students found truant will be disciplined in accordance with the Attendance Policy.

Tardiness

Punctuality, or lack of it, is usually a result of habit. Excessive or even periodic tardiness in a school situation, besides disrupting the educational process for others, will seriously hamper the student's opportunities for future employment in industry. All students are expected to be in attendance by the start of school every day at 7:55 (when it's an Academic Week) and 8:55 (when it's a Shop Week).

Dismissals

An email stating the student name, ID number, year of graduation, date, reason, time of departure and/or return, from the parent/guardian, including a telephone number where the parent/guardian may be reached, **MUST** be sent to the Shop Department Head (grades 10, 11 & 12) or Ms. Rockwood (Grade 9) at the beginning of the school day.

Make-up and Extra Help

Students are required to make up all work missed due to absence. A student who has been absent will have two (2) weeks to make up work missed. Each teacher has a designated day (Monday-Thursday) on which he/she will be available at 2:45. If a student returns for make-up/extra help, teachers will remain until 3:25 p.m.

Vocational Make-up

We are working to develop a policy that makes sense for full remote learning/hybrid model for this school year.

Participation in Remote Online Learning Services

Remote learning services are being provided to your child by Northeast Metropolitan Regional Vocational Technical High School (Northeast Metro Tech) in conjunction with Northeast's efforts

to ensure continued education for our students during this unprecedented period of school closures due to the COVID-19 pandemic.

By accessing and allowing your child to participate in Remote Online Learning Services through Northeast Metro Tech, you are acknowledging that you have reviewed and agree to the following terms and conditions:

- You understand and agree that your child's image and voice will be transmitted over the internet and into other student's computers and homes, and that Northeast Metro Tech cannot guarantee or warrant complete confidentiality of your child's voice or image while participating in Remote Online Learning Services.
- You understand and agree that you, your child, or any individual present within your household are prohibited from disseminating, recording, capturing and/or disclosing materials, information, and/or images made available to you and your child through Remote Online Learning Services without prior written authorization of Northeast Metro Tech.
- Neither you nor your child will grant or facilitate any third party's access to the Remote Online Learning Services provided by or through Northeast Metro Tech.
- You also understand and agree that Northeast Metro Tech may audio and video record the Remote Online Learning Services it provides to your child and this document constitutes both notice of such audio and video recording and your agreement to it.
- You understand and acknowledge that the rules and expectations set forth in Northeast Metro Tech's policies and student handbook apply to, and are in effect during all remote learning services provided by or through Northeast Metro Tech.
- You agree that you shall not disrupt or interfere in any Remote Online Learning Service session in which your child is participating.
- You understand and acknowledge that Northeast Metro Tech's Computer Network and Internet Acceptable Use Policy (pg. 61 2019-2020 Student Handbook) and social networking rules apply to any individual accessing or participating in Remote Learning Online Services provided by or through Northeast Metro Tech.

By allowing you child to access and/or participate in Remote Online Learning Services, you acknowledge and agree to the terms and conditions set forth above.

Accessing X2 Aspen and Username and Password

Students need to email Mr. Cheffro (mcheffro@northeastmetrotech.com) if there is a problem with their username and/or password, or they do not have

All 9th graders were given their username and password when picking up their chromebook. If a student does not have a username and password, please email Mr. Cheffro at the email address above.

New 10th graders who need a school issued chromebook should email Mr. Tamagna (jtamagna@northeastmetrotech.com) to make arrangements for pick up. If a new 10th graders does not have a username and password, please email Mr. Cheffro at the email address above.

Parents/Guardians who need access to the Parent Portal in X2 Aspen should contact Mr. Cheffro at the email address above.

Students are able to access their schedules in X2. As you can well imagine, scheduling has been extremely challenging and we will continue to work on our schedule through the week-end.

Now that we are able to begin school, our school calendar will be available next week on our website.

We appreciate your support and understanding as we are doing our very best to provide a quality education for our students under these extremely unprecedented and challenging times.