



Robert Smith
Director

August 10, 2020

Dear VB Tech Parent/Guardian,

Hello! I hope that this letter finds you and your family well. You are receiving this letter because your son/daughter is enrolled in a Career & Technical Education (CTE) program at Van Buren Tech for the 2020-21 school year. I would like to take a moment to welcome you to VB Tech, share our Return to School plan, and ask for your assistance in communicating your son or daughter's intentions in regard to returning for in-person instruction later this month.

Over the past several months, the administrative team at Van Buren Tech has been working closely with each of our local school districts, the Van Buren/Cass Health Department, the Office of Career & Technical Education (OCTE) and the Michigan Department of Education (MDE) to ensure that we develop a comprehensive Return to School plan that takes into account student needs related to health protocols, technology, transportation, specialized instruction, and student learning. We all know that this school year will look and feel different; we realize that the idea of returning to school amid the pandemic is causing some stress and anxiety. Please know that we are taking every precaution that we can to ensure safety measures are in place to promote student and staff safety.

Per guidance from the MDE and OCTE, at this time there is NOT a 100% virtual instruction model for CTE. VB Tech students will begin the school year following a "hybrid" schedule that consists of a combination of in-person instruction and remote learning. To reduce class sizes and promote social distancing, program rosters have been split in half with one group attending VB Tech for in-person instruction on Mondays & Tuesdays and the other group attending for in-person instruction on Thursdays and Fridays. All students will be responsible for remote learning on the days they are not scheduled for in-person instruction. Specific schedules will be communicated to you via your son/daughter's local school district.

To ensure student and staff safety, a variety of safety & hygiene protocols will be implemented daily. Students will be required to take their temperature prior to leaving for school each morning AND complete a medical screening form each day. The screening form will be available on the school website beginning Monday, August 24th. In addition, acceptable face coverings will be required to access the building and random temperature checks will be taken upon arrival. Additional safety & hygiene practices include: restructuring classrooms with special personal protective equipment and spacing, maintaining six feet of social distance when feasible; and following proper handwashing procedures. During the first week of school, students will be trained in proper safety and hygiene protocol and practices. Additional information regarding safety & hygiene protocols and the Return to School Plan can be viewed on the school's website at www.vbisd.org/vbtech or on our VB Tech Facebook page. Please let us know if your son/daughter will be attending in person by completing the linked [survey](#). If you have any questions and/or concerns, please don't hesitate to contact my office (269-539-5325).

CTE Director/Principal
Van Buren Tech

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Special Services Fax: 269.539.5009; VBTC Fax: 269.674.8954; VBISD Conference Center Fax: 269.674.8030
Michigan Relay Center 1.800.649.3777 (Voice and TDD)

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