March 18, 2020

River Valley Technical Center Community,

Good evening, I hope this message finds you and your loved ones healthy and safe. We are in a unique time in our history as a country, state and technical center. RVTC will fully support Governor Phil Scott’s Continuity of Education Plan for the orderly dismissal of school and provision of alternate instruction. To that end, the River Valley Technical Center will begin Remote Learning for all RVTC students on Monday, March 23, 2020. Teachers have already begun this process with your students.

This letter serves to clarify procedures and expectations as the transition to Remote Learning takes place. Instructors will make initial contact with students through their RVTC email. Students should check that email account before noon on Thursday, March 19th. If students cannot remember their username and password to access their River Valley Technical Center email, they can call Chris Irish at 802-885-8307. If students need a device to use, they should contact their instructor as soon as possible; RVTC will be glad to provide a device for their Remote Learning needs. Arrangements will be made to get said device to students. Students will not be able to do Remote Learning using their phones only. They will need a computer or a Chromebook.

Below is a short list of the expectations for RVTC instructors in delivering curriculums in the Remote Learning environment. These expectations are provided because they exist as the foundation for student expectations.

- Communicate with all students every weekday.
- If students miss a day of communication or an assignment, please call or communicate with the parents/guardians.
- If after communicating with parents/guardians the student still has not responded, please notify Derek Williams, Cynthia Mischel or Terri Herzog.
- In a group email, communicate with parents/guardians once per week updating them on how Remote Learning is going.

The expectations for students in the Remote Learning environment are as follows:

- Communicate with instructors every weekday.
- Complete and submit all assignments on time.
- Be in digital attendance at the times their instructors appoint.

Terri Herzog, our Guidance Coordinator and Cynthia Mischel, our Special Needs Coordinator will be virtually meeting with students regularly to address both counseling and instructional needs. We are currently working with teachers to develop a schedule and will be reaching out to students in the near future; if contact has not already been made.
It is important for students to know that although the building of the RVTC is closed, the expectations laid forth in our Mission Statement “Educating Today’s Students for Tomorrow's Careers” are not closed; all of RVTC want students to engage with the Remote Learning environment with the same commitment that they would if they were present in the school. That participation in and interaction with online learning systems is the best way to garner student success with this platform. RVTC teachers are crafting lessons which will maintain a Continuity of Education within the current instructional environment.

I am sure there will be questions regarding the content of this letter. If so, do not hesitate to email me at sfarr@rvtc.org or call me at 802-885-8301.

Respectfully,

Scott D. Farr
Superintendent/Director