



WESTERN MONTGOMERY CAREER AND TECHNOLOGY CENTER

77 Graterford Road, Limerick, PA 19468
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www.westerncenter.org

Serving the Pottsgrove, Spring-Ford and Upper Perkiomen School Districts

Dear Parent(s)/Guardians,

The Western Montgomery Career and Technology Center staff and I would like to welcome you to the 2020-2021 school year! I look forward to seeing all of our students at WMCTC on Monday, August 31, 2020. I apologize in advance for the length of this letter. It contains a great deal of information so please be sure to read the entire document. This document and other important information can be found on our website at www.westerncenter.org.

We want this year to be a positive experience for both you and your student. With that goal in mind, we will be working to strengthen our community where your child can experience success and prepare themselves for their future endeavors. We recognize the important role that you, as parents, play in the education of your child and we believe that your support and input is essential to help us achieve that goal.

This year more than ever, it is important that we all work together to provide a safe learning environment for both students and staff. With this in mind, please note that we will be enforcing the Governor's Face Covering Mandate from July 3, 2020 within the WMCTC. Students will be **REQUIRED** to have an appropriate face covering (Cloth Mask or Shield) at all times. Students will be given ample opportunities for face covering breaks throughout their class period. If your student comes unprepared without a face covering one will be provided. Upon entering class students may have their temperature checked by their instructor. All programs have been equipped with contactless thermometers. It is also essential that everyone increase the frequency of handwashing and hand sanitizing. These items can be found throughout the WMCTC as we have prepared accordingly. Most importantly ***IF YOU ARE SICK, PLEASE STAY HOME!*** You will be able to follow along virtually and will have opportunities to make up any missed work. This is for the safety of everyone at the WMCTC. If you are exhibiting any of the following signs or symptoms we ask that you please do not attend face-to-face classes to help stop the potential spread of COVID-19.

Temp of 100.4 or higher, Fever or chills, Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Diarrhea, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting

Class times will vary a tiny bit this year as we will be running a modified schedule. To allow teachers to properly prepare and work with our blended learning online students there will be no face to face classes on Wednesday's. Our schedule will be as follows:

Monday	AM Classes: 7:50am – 10:15am	PM Classes: 11:00am - 2:10pm
Tuesday	AM Classes: 7:50am – 10:15am	PM Classes: 11:00am - 2:10pm
Wednesday	NO FACE TO FACE INSTRUCTION	
Thursday	AM Classes: 7:50am – 10:15am	PM Classes: 11:00am - 2:10pm
Friday	AM Classes: 7:50am – 10:15am	PM Classes: 11:00am - 2:10pm

Visit our website at www.westerncenter.org to access our student handbook which outlines the expectations of all WMCTC students. Please review the information with your student and help him/her to understand the importance of these guidelines. After reviewing the student handbook with your student, please sign (and have your student sign) the attached Handbook Receipt form to acknowledge that you have read and understand the WMCTC policies.

Included in this packet are detailed instructions on how to complete our back-to-school forms electronically. It is essential that these forms be completed no later than **AUGUST 30, 2020**. ***These forms must be completed prior to your student attending in-person classes at the WMCTC.*** Any student without completed forms **must attend** the WMCTC online classes. Access information to these classes will be provided by individual program teachers. If you have any difficulty completing these forms, please reach out to the Student Services Office by calling 610-489-7272 x208.

If you need to order **UNIFORMS**, visit our website and click on "***For Parents & Students***", then choose "***School Uniform Online Store***" to place your order. We highly encourage you to come in uniform to eliminate the need to utilize our locker room facilities. This will only enhance our Health and Safety Plans operating procedures.

There is also a very important **TRANSPORTATION SURVEY** that must be completed no later than Friday August 14, 2020 at 3pm (<https://forms.gle/seivUV1SMB4DYSyD9>). The link will also be available on our website. For parents wishing to drop off and pick up their students you can find our Student Drop Off Map on our website. Students who are able to drive, please contact Mrs. Yusko at ayusko@westerncenter.org or 610-489-7272 x208 to get detailed information regarding obtaining a parking permit.

For the foreseeable future students will not be eating lunch at the WMCTC. During the time they are here, they will remain in the classroom/program area for continued instruction. Note: In this packet is information to access your student's Food Account. Please keep those directions available for future use in the event changes are made to the lunch program

If you have questions, email us at info@westerncenter.org or call 610-489-7272 x 208.

Like our Facebook page to get up-to-date information on events at WMCTC.

Sincerely,



Christopher E. Moritzen
Administration Director

www.facebook.com/westernMontgomeryCTC
<https://twitter.com/WestrnMontcoCTC>

Western Montgomery Career and Technology Center, in accordance with Title IX of the Educational Amendments of 1972, will not discriminate in educational programs which it operates, or in admission or enrollment procedures on the basis of race, religion, sex, color, age, national origin, or handicap and provides equal access to the boy scouts and other designated youth groups. The Western Montgomery Career and Technology Center is an equal opportunity employer and educational institution. We assure that procedures and practices are followed to provide equal access to all programs. Any questions concerning the application of Title IX, compliance or complaints may be referred to Donna Wilson, Compliance Officer, at 77 Graterford Road, Limerick, PA 19468 610-489-7272, ext. 203