



Gary Mattia and James Fazzone,
School Principals

August 19, 2020

Dear Mercer County Technical Schools Community,

On August 18, 2020, a Resolution was approved by the Mercer County Technical Schools (MCTS) Board of Education indicating that MCTS will re-open on Wednesday, September 2, maintaining 100% virtual instruction for all students through **Monday, November 9.**

Scheduling Information:

Through November 9, MCTS will utilize a Remote Teaching and Learning model. The Remote classes will reflect the teaching and learning instructional time that traditionally takes place during the regular school period and the regular school day. This means that for a 90-minute academic instructional block for Academy Students, a 90-minute academic class, or Shared-Time Half-Day session, teachers will conduct that time online in Google Classroom.

For shared-time Career and Technical Education (CTE) program students, AM first-year program sessions are Monday – Friday, 8:00 AM – 10:30 AM. For PM second-year programs, sessions are Monday – Friday, 12:00 PM – 2:30 PM.

For full-time Academy students, MCTS will maintain its previous, regular A/B block schedule of Monday and Wednesday “A Day” classes, Tuesday/Thursday “B Day” classes, and alternating A/B Fridays 8:00 AM - 2:30 PM. A schedule of A/B Fridays through November 5 will be posted on the MCTS website. Friday, September 4 will be an “A” Day. **At this time, the hybrid schedule previously sent with A and B cohort groups for in-person instruction and remote Wednesdays will be suspended until further notice.**

Full-time Academy students may view their daily class schedule through PowerSchool starting the last week of August. This schedule will show individual A and B classes and meeting times. Please remember that you must have completed PowerSchool Registration in order to view your schedule.

Complete your PowerSchool registration with the following steps:

- 1) Go to <http://www.mcts.edu> and click on “Registration” in the green area at the top of the page.
- 2) Enter your “Snapcode” to begin the registration process. Each enrolling student has their own unique, one-time use Snapcode. Snapcodes have been emailed to each incoming student.
- 3) If you started the process but did not submit, click on “Continue Your Work” and sign in using your email address and password. If you do not know the password, click on “Forgot Password?” to reset and complete the registration.

If you need assistance completing your Registration, please contact your building Principal.

IT Information:

For first-year shared-time CTE programs, and 9th grade Academy students, your MCTS email and all other virtual services can be accessed through Google. Please access the following link covering instructions for first time access, [Instructions on Accessing your Student Google Account 2020](http://bit.ly/gaccount). (<http://bit.ly/gaccount>)

In the event you are in need of a device for virtual instruction or do not have internet access, please fill out the following Google Form as soon as possible: [Device Request Form 2020](http://bit.ly/mctsdeviceform) (<http://bit.ly/mctsdeviceform>) . **Please only fill this form out if you are in need of a device or internet access.** You will receive further communication regarding device distribution dates/times.

Please feel free to also watch this Student Orientation video to be used as a resource in transitioning/using Google Services: [Student Web Based Orientation](http://bit.ly/studentmcts). (<http://bit.ly/studentmcts>) For any student-related technical questions, please email studenthelpdesk@mcts.edu.

We understand that this school year has presented an unprecedented amount of challenges for our entire MCTS community and appreciate your continued patience and support as we promote safety for all students and staff. We will keep you updated on any and all changes as they take place.

As always, if you have any questions, concerns, or comments, please contact your building Principal.

Thank you and continue to stay well and safe.

Sincerely,

Mr. Gary Mattia, Interim Principal, Assunpink Center

Dr. James Fazzone, Interim Principal, Arthur R. Sypek Center