



**Lehigh Career & Technical Institute**  
**Virtual Learning Model**  
**Half-Day Schedule for Career & Technical Education (CTE) Programs**  
**Full-Day Schedule for Students Enrolled in the Academic Center**

Schedule		Curriculum	
<b>Half-Day CTE Courses: AM and PM Sessions</b>	Monday thru Friday - Students are assigned to attend either an AM or PM session as follows:	<b>Remote Learning</b>	Schoology is used for all CTE programs and academic courses
	AM Session 8:00 AM - 11:15 AM PM Session 11:45 AM - 2:45 PM		The school year will begin with asynchronous learning but LCTI teachers will begin to include synchronous learning opportunities as the year unfolds.
<b>Full Day - Academic Center</b>	Students enrolled in the Academic Center attend classes for a full-day spending half of the day in a CTE program and the other half of the day in academic courses.	<b>Daily Assignment</b>	Timely submission of daily assignment is required.
	Students enrolled in the Academic Center attend classes for a full-day spending half of the day in a CTE program and the other half of the day in academic courses.	<b>Instructional Support</b>	Instructional support is offered by teachers and Instructional Assistants.
<b>Rotations</b>	All new students will participate in Rotations, an exploratory experience from September 1 - 28, 2020.	<b>CTE Curriculum</b>	Teachers will prioritize learning with a focus on completing content and industry certifications
	All new students received their first choice as one of their rotation selections.		All students will follow the CTE program and/or academic course scope and sequence for their appropriate level (i.e. Level 1, Level 2, Level 3, or Level 4) of learning.
	When Rotations conclude, students will be assigned to one CTE program.	<b>Program Tasks/Practical Skills Application</b>	While practical applications will exclude hands-on task learning in the remote environment, students will still apply concepts through discussion and written posts, by reading about and researching content, and through simulation applications when available.
<b>Schedules</b>	Can be accessed using Skyward (how to login information was mailed to every student)	<b>Program Tasks/Practical Skills Application</b>	Students will have an opportunity make-up any practical skills when they return to an in-person schedule.
		<b>Half-Day Academic Courses</b>	Students, in grades 9 – 12 and enrolled in academic courses at LCTI, will continue to receive academic instruction through the Schoology platform.
Communication / Support Services		Work Based Programs	
<b>Communication</b>	The LCTI web page and its social media sites are tools used to communicate with all stakeholders.	<b>Work-Based Experiences/Co-op</b>	When Lehigh County is in the designated yellow (moderate spread) and green (low spread) phases, students eligible for cooperative learning experiences will be permitted to participate with parental approval.
	The telephone mass communication tool, Skylert is used to share specific messages with parents, students, and all staff.		Students will follow all policies and procedures pertaining to cooperative education.
	LCTI reinforces in these messages the importance of students (and parents) checking the LCTI website for more detailed information.		Employers will also need to provide their COVID plans and precautions in place to minimize employee exposure.
	When needed, LCTI will send information in letters mailed to student and parent addresses.		Students enrolled in a cooperative experience will continue to use Schoology for school-related communication, lessons, and assessments.
	Students are also encouraged to use their LCTI school email address to communicate with teachers and other LCTI staff.		
<b>IT Support</b>	Students can contact LCTI IT support for LCTI issued device and for online curriculum access by going to <a href="http://www.lcti.org">www.lcti.org</a> and clicking on IT Helpdesk	<b>Diversified Cooperative Occupations (DCO) program</b>	Students enrolled in this program will also be eligible to participate in work-based experiences, with parental permission, when Lehigh County is in the designated yellow (moderate spread) and green (low spread) phases.
<b>Special Education Supports</b>	LCTI staff will provide reasonable and appropriate special education support, to students through virtual or other means, in a good faith, best effort to provide continuity of education for all students identified as requiring special education services during the periods of remote, hybrid, and on-site learning models.		Employers will also need to provide their COVID plans and precautions to minimize employee exposure.
<b>Special Education Supports</b>	Instructional Assistants will be in communication with students identified as needing special education support to provide further assistance.		Students enrolled in DCO will participate in LCTI content using the Schoology platform.
<b>Special Education Supports</b>	If parents have questions or concerns, they should reach out directly to the teacher or special education facilitator at any time.		
<b>Special Education Supports</b>	These staff will provide assistance or refer the student's needs to the Supervisor of Special Education.		