



LEADING  
LIFETIME  
LEARNING

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November 24, 2020

Dear Career-Tech Center School Community,

On November 15, Michigan Department of Health and Human Services issued [Emergency Order MCL333.2253](#) calling for a three-week pause of in-person instruction for all Michigan high schools beginning Wednesday, November 18 through Tuesday, December 8. During this time, all high school instruction, **including at TBAISD Career-Tech Center** continues to occur remotely.

Our CTC instructors communicate regularly with students regarding class procedures and routines during this remote learning timeframe. We emphasize that students **are expected to fully engage**, participate and cooperate with CTC remote class requirements in order to gain the best possible educational benefits. Career-Tech Center instructors and staff are well-prepared for remote instruction and you can rest assured that students will continue to receive excellent guidance and support. The faculty and staff have been actively conducting google meet sessions, posting videos, uploading program-related content, and messages to their remote learning platform.

Please note, the executive order(s) from the spring semester froze student grades and disallowed student grades to be reduced, however, the same policy is not being enforced at this time. Consequently, it is of great significance that each student engage and participate in the distance learning expectations outlined by their CTC instructor/program.

Our goal is to help our school and community stay safe and healthy. We are hopeful that this three-week pause of in-person instruction will reduce the spread of COVID-19 and enable us to safely welcome students back for in-person instruction.

To support this goal, we remind our school families to continue following safety protocols to slow the spread of COVID-19. Please limit social gatherings now and during holiday celebrations, frequently wash hands, social distance, and wear a mask as recommended. Everyone should monitor for symptoms such as fever or chills, cough, shortness of breath, difficulty breathing, fatigue, muscle/body aches, headache, new loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting, or diarrhea. Stay home if you feel sick and [get tested](#) for COVID-19 if you are experiencing these symptoms.

We recognize the challenges these changes bring to students and families and we sincerely thank you for your patience and cooperation. If you or your student is experiencing difficulties with remote learning or access to school support services please call or email me with more information so we can fully understand and find solutions to your challenges. Any further information regarding school changes will be shared through our School Messenger communication system and website at [www.tbactc.org](http://www.tbactc.org).

Sincerely,

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