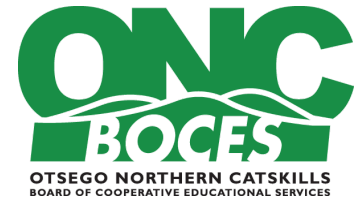


William H. Ball
Director of CTE, Alternative Ed. and Adult Ed.



Northern Catskills Occupational Center
2020 Jump Brook Road,
Grand Gorge, NY 12434
(607) 588-6291 ext. 2605

Otsego Area Occupational Center
PO Box 3821914 Co. Hwy 35, PO Box 57
Milford, NY 13807
(607) 286-7715 ext. 2605

August 21, 2020

Dear Parent/Guardian:

The purpose of this letter is to inform you of the procedure for requesting full remote (virtual) instruction for your child(ren) for the start of the 2020/2021 school year.

As we seek to finalize program plans at our centers, our final enrollment numbers will figure prominently into our ability to plan. Outlined below are the models of instruction we will be providing:

- **In-Person Instructional Model:** For all classes that **can meet** NYSDOH safety guidelines, in-person instruction will be scheduled. Students will receive four days of on-site instruction (M, T, Th, F) and one day of remote instruction (W).
- **Hybrid Instructional Model:** For all classes that **cannot meet** NYSDOH safety guidelines for in-person instruction for all of their students, a hybrid model will be scheduled. It provides a means to create smaller class sizes to meet NYSDOH guidelines. Students will receive two days of on-site instruction (M, T or Th, Fr) with the other three days, including Wednesday, of remote instruction.

If your child is in a high-risk category, or lives with an individual(s) in a high-risk category, or if you simply feel uncomfortable with having your child attend in-person instruction due to the existing Covid-19 climate we are prepared to provide:

- **Virtual Instructional Model:** Accommodations for students requiring virtual instruction will be made to the greatest extent practicable. Special education services will also be provided to the greatest extent practicable. ****Students requiring this mode are recommended to finish the First 10-Week Marking Period using this model (November 12, 2020). Contact your Building Principal to discuss individual circumstances.**

If your family would prefer to begin the school year in the Virtual Instructional Model, please notify your child's Building Principal at OAOC, rdemars@oncboces.org, or NCOC, ctrask@oncboces.org, by Wednesday, August 26 through email, or by using the quick link address provided below. <https://bit.ly/VirtualRequest>.

Sincerely,

William Ball
Director of CTE, Alt. Ed. & Adult Ed.

Jason Sanchez
Director of Special Education