



# Essex County Schools of Technology BOARD OF EDUCATION

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March 13, 2020

Dear Student:

Due to the outbreak of the coronavirus all schools: Newark Tech, Payne Tech and West Caldwell Tech will be moving to Online Instruction from March 16 - March 27, 2020. All student-related activities such as field trips, college visits, athletics and other extracurricular activities that operate in Essex County Schools of Technology will be cancelled. The situation is being monitored closely and you will be informed prior to March 27, 2020 if continued closure is necessary.

Your instructors have created at least two weeks of learning tasks in each subject area, which you can access and complete online via Google Classroom, Moodle or any learning platform your teachers are using. If you do not have Internet access you will be provided with hard copies of assignments. You are expected to complete all assignments on a daily basis which will be assessed so that they can be awarded the appropriate credit..

During the period in which the schools are closed, breakfast and lunch will be provided on a daily basis at our Payne Tech, 498 – 544 West Market Street, Newark NJ 07107 during the following times:

9:00 am - Freshman  
10:00 am - Sophomores  
11:00 am - Juniors  
12: 00 pm – Seniors

### Student Expectations

- Confirm attendance in Homeroom (A, B days) every morning
- Notify (email) School administrators if they do not have Internet at home
- Follow your daily bell schedule
- Sign in to online classes for attendance
- Check gmail and outlook emails, and including SPAM/JUNK folders, to access online classes, including home room.
- Communicate with teachers and administrators when asked
- Submit assignments
- Attend virtual assemblies and meetings when required

We appreciate your understanding and cooperation during this time as we work together in taking the recommended steps to maintain your education while protecting the safety of our school communities.

If you have questions, please contact your school administrator.

Sincerely,

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Dr James Pedersen  
Superintendent of Schools

DR. JAMES M. PEDERSEN  
SUPERINTENDENT

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ASSISTANT SUPERINTENDENT OF  
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**ESSEX COUNTY VOCATIONAL TECHNICAL SCHOOLS WAS ORGANIZED IN 1923**

**60 NELSON PLACE, 1 NORTH, NEWARK, NJ 07102 -TELEPHONE (973) 412-2050 - FAX (973) 242-3041**

**[www.essextech.org](http://www.essextech.org)**