

# Shawsheen Valley Technical High School

100 Cook Street, Billerica, Massachusetts 01821-5499

Internet Address: [www.shawsheen.tec.ma.us](http://www.shawsheen.tec.ma.us)

MELANIE HAGMAN  
*Interim Superintendent-Director*

Tel.: (978) 667-2111  
Fax: (978) 663-6272

March 17, 2020

Dear Shawsheen students and families,

Earlier today, Interim Superintendent-Director Melanie Hagman issued a letter to our community providing an overview of Shawsheen Valley Technical High School's plan to support students for the duration of the state-mandated school closure due to Covid-19. I am following up on that communication to provide details on how students can continue their learning at home. Central to our mission at Shawsheen is preparing students for adult life in a competitive world. The ability to adapt and remain flexible is essential for success in our evolving world, and we are all being challenged to exhibit those qualities in the midst of this current situation. Together, I know we can rise to this challenge and best support students during this uncertain time.

**Previously assigned work from quarter 3:** We just published mid-term progress reports for the third quarter, in the Aspen Family Portal, at the end of last week. Students are encouraged to complete and submit any pending work that was previously assigned and to make-up and/or revise any assignments that they missed or did not fully complete earlier in the quarter. Teachers will email students by early next week with additional details, and students are encouraged to reach out to their teachers with their questions.

**Resources to continue student learning:** It is important for students to engage in work regularly throughout the closure to continue to practice and sharpen the skills they have been developing. To this end, we will be providing students with access to resources to help continue their learning for the duration of the closure. In the coming days, we will send out a list of educational resources that students and families can utilize. By early next week, teachers will be in touch with additional resources that students can access. Please note that in accordance with guidance from the Department of Elementary and Secondary Education, the resources provided should not be seen as an attempt to replace the traditional school day. Students will not be graded on these materials but I strongly urge students to take advantage of what we offer to re-inforce the skills and knowledge that will support them to reach their full potential on the career paths they plan to pursue.

**Co-op:** Since school is closed, students are not required to report to their co-op jobs. Co-op employers have been made aware of this and if any student chooses to report to their job during this time, it should be done with the permission of their parents/guardians and the understanding that this is not required by the school. Either way, we encourage students to contact their employers, if they have not done so already, to confirm their plans as it will help students practice communication skills essential to developing a strong work ethic.

**Access to staff:** Email is the best way to connect with staff during the closure. Staff will check and respond to emails regularly on weekdays during normal school hours. Email addresses can be found here: <https://www.shawsheentech.org/domain/54>

**Guidance supports:** The Guidance Department will be implementing plans to connect with and support students remotely throughout the closure. Counselors will be available to students to communicate via email, they will also check in regularly.

**Special Education supports:** Special Education Staff will be working with general education teachers to support learning in a variety of ways. They will be available to students for questions, clarification, problem solving, and discussions via email. Special Education Staff will be working to modify, scaffold, provide supplemental tools, and differentiate activities for students so they are able to access learning. These practices will assist with re-entry to school, continued connectedness to learning, and maintaining continuity of learning so our students have the opportunity to experience education.

**Access to the building and resources – *this week only*:** Students may access the building this week, *by appointment only*, to retrieve materials they will need during the closure. Please email Diane Cedorchuk at [dcedorchuk@shawtech.org](mailto:dcedorchuk@shawtech.org) by noon tomorrow, Wednesday, March 18 if you need to access the building and she will confirm an appointment date and time for you to do so this week. If any student does not have access to a mobile device during the closure and is in need of one, we have a limited amount available to sign-out to students in need. Please indicate this need in your email.

**Additional Information:** I will continue to be in contact later this week and throughout the closure to check-in and update you on information as it develops. Please contact me by email anytime with questions.

**Self-care during the closure:**

The Covid-19 pandemic is an unprecedented experience for all of us and, with its constant presence in the news and social media, is causing stress and anxiety for people of all ages. As much as I encourage students to engage in learning activities during the closure, I also strongly encourage students (and their families) to practice self-care, while always adhering to social distancing recommendations. Take a long walk on a nice day, call friends and family to check in on them, enjoy naps in the afternoon, and put time into something you enjoy that you normally don't have time for. Take care of yourself and one another. We are all in this together.

Best,  
  
Jessica Cook  
Principal  
[jcook@shawtech.org](mailto:jcook@shawtech.org)