



HUNTINGDON COUNTY

Career and Technology Center

11893 Technology Drive • P.O. Box E • Mill Creek, PA • 17060-0905
Phone: (814) 643-0951 • Email: admin@hcctc.org • Website: www.hcctc.org

Training Tomorrow's Workforce Today...

Directors Message
August 13, 2020

Dear HCCTC Parents, Students and Staff:

The Huntingdon County Career and Technology Center Administration, Pandemic Team, and Joint Operating Committee has approved and implemented the HCCTC Reopening Health and Safety Plan.

On Wednesday August 26th, 2020, The HCCTC will reopen for all students using in-person instruction. Regardless of your student's individual home school instructional method, HCCTC will be using in-person instruction. We have the means and space to promote social distancing when masks are not in use. This means that all students are to attend their regularly scheduled session at the HCCTC as long as they follow the set guidelines;

- Students drivers will be required to complete driving request forms from the HCCTC prior to driving and agree to follow all driving policies.
- Students being dropped off or driving will be required to checking through a screening station before entering any classroom.
- If a student is transported to the HCCTC via bus from the home school, they will not be required to go through the screening, assuming the home school performed a screening, but will be required to keep the face covering on from the bus to the program area.
 - Please remember, bus Transportation may not be available if the home school is in remote learning mode.
- You will be required to wear a face covering once you exit your vehicle until the time at which you can safely social distance in your program area.
- No student with a temperature and new and unexplained COVID like symptoms will be permitted in the program areas and directed to a separate quarantine area.

Faculty will be encouraged to operate in a manner that will allow them to be prepared for both in person and virtual instruction each day. However, you are encouraged to attend in person each day. Students are drawn to the technical education because of the foundation of any of these programs is the hands on learning aspect of instruction. Many of the programs can only support approximately ¼ of the Program Task list in an online virtual format. Therefore as the HCCTC Administration, Faculty and Staff, we will work hard to ensure that we can effectively meet the needs of your children's learning as well as their safety.

The HCCTC Reopening plan can be found on our website along with other COVID guidance and procedures. In an overview, the following guidelines have been implemented:

- Face coverings will be worn in all hallways and in the classroom or shop areas where social distancing cannot occur.
- Frequent breaks for handwashing will be built into the daily schedule.



HUNTINGDON COUNTY

Career and Technology Center

11893 Technology Drive • P.O. Box E • Mill Creek, PA • 17060-0905
Phone: (814) 643-0951 • Email: admin@hcctc.org • Website: www.hcctc.org

Training Tomorrow's Workforce Today...

- Social distancing will occur in the classrooms and hallways.
- Visitors will be limited to the lobby area unless otherwise approved.
- Cleaning will occur daily for high touch areas between sessions and daily for all facilities at the end of the day.
- Faculty, staff, and students will be trained on proper masking, cleaning, handwashing, symptom recognition and other CDC recommended COVID prevention methods.

In the event that a partial county shutdown should occur, The HCCTC JOC has also approved an emergency instruction plan to allow for only one school to be in the building at a time with full cleaning protocol to occur between each session. For Example,

DAY A	AM Session JVHS – In Person Learning MUAHS – Remote Learning	PM Session HAHS – In Person Learning SHCHS – Remote Learning
DAY B	AM Session JVHS – Remote Learning MUAHS – In Person Learning	PM Session HAHS – Remote Learning SHCHS – In Person Learning

It is the goal of the HCCTC to maintain a safe and highly efficient learning environment for all the faculty, staff, students, parents, visitors, and community. Visit our Website or Facebook page for updates. Feel free to contact us if you have any questions or concerns.

Thank You,

A handwritten signature in black ink, appearing to read 'R. Anthony Payne'.

Dr. R. Anthony Payne
Executive Director
Huntingdon County Career and Technology Center.