



David Wicks
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Dear Student and Parent/Person in Parental Relation:

Greetings from the Bixhorn Technical Center (BTC)! Congratulations on your acceptance into one of our programs. We are excited to welcome you to our campus and share this journey with you as you learn, grow and discover your true potential. We are certain that your experience at BTC will prepare you to be both college and career ready!

Our first day open to students is **Tuesday, September 8, 2026**. Your specific arrival plan will be determined by your home school district's transportation and schedule, so please be sure to follow their designated timeline. As a reminder, our morning session runs from 7:45 a.m. to 10:15 a.m. and our afternoon session runs from 12:00 p.m. to 2:30 p.m.

I strongly believe in the profound impact of Career and Technical Education (CTE). High school students thrive when given the opportunity to engage in learning with a purpose, stepping into an environment built on our core pillars of Dignity, Respect and Honesty. Each day at BTC, students participate in specialized programs designed to cultivate high-level professionalism, a dedicated work ethic, transformative learning and strong leadership skills. Here, you will find an encouraging, supportive team of passionate, dedicated and caring faculty and staff who love what they do and are fully invested in your success. We foster a community where every individual is valued and supported every step of the way.

The following paragraphs will help prepare you for a successful journey with us.

CTE "Back-to-School" Clothing & Supplies: Preparation looks a little different in CTE. While standard school supplies are still necessary, students will also be required to wear trade-specific items, which in many cases include uniforms and/or proper protective clothing and footwear. Your teachers will provide specific insight on where and what to purchase during the first week of school. Students are not required to purchase trade-specific tools or uniforms beforehand.

Attendance Expectations & Board Policy Alignment: Since our programs center on immersive, hands-on learning that cannot be replicated outside of our shops and labs, regular attendance is critical. Missing a 2.5-hour instructional block is a significant loss of practical training and workplace development. In alignment with ESBOCES Board Policy 6110: All absences are initially recorded as unexcused until proper documentation is provided. Parents/person in parental relation must submit a written note, email or



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medical excuse to the attendance office upon the student's return verifying an approved reason. Excessive absences may jeopardize a student's academic standing, prevent successful completion of program requirements and limit eligibility for valuable work-based learning opportunities and industry internships. Please review the enclosed *FAQ: Student Attendance* document for more information.

Personal Electronic Devices/Cell Phone Policy: To maintain a safe, highly focused and distraction-free learning environment that mirrors real-world workplace expectations, ESBOCES enforces Policy 6221 (Student Use of Internet-Enabled Devices During the Instructional Day). Cell phones, smartwatches, tablets and other personal internet-enabled devices are **not permitted** to be used during instructional time. Please review the enclosed *Internet-Enabled Devices Policy Notice* for complete guidelines.

Transportation & Driving Policy: All sending school districts provide dedicated transportation to and from our center and students are expected to utilize it. Students are prohibited from driving to school unless they have applied for and been granted an official student driving pass by BTC administration due to an extenuating circumstance. Please review the enclosed *Student Driving Policy Notice* for full details and disciplinary guidelines.

First-Week Packets: During the first week of school, students will receive an opening day packet containing crucial forms that must be completed, signed and returned immediately as well as other important information that needs to be reviewed. Home collaboration is greatly appreciated.

At BTC, we don't just prepare you for what's next, we prepare you to make an impact. We challenge every student to embody our core message: **BTC: Be the Change**. Through hands-on experiences and a commitment to excellence, you will develop into an individual who champions responsible and active citizenship in both your career and your community.

Feel free to visit our website at www.academyli.org or call our main office at [\(631\) 286-6500](tel:6312866500) with any questions. We look forward to an amazing, inspiring year of learning and growing together. Enjoy the rest of your summer!

Sincerely,



Nicole M. Zergebel

Principal

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