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DAUPHIN COUNTY TECHNICAL SCHOOL

August 18, 2021

Dear Parents/Guardians:

Welcome to the 2021-22 school year! Thank you for your patience as we continue to respond to the COVID-19 pandemic to keep our school open for in-person instruction. While we are in the business of educating, our first priority is the safety of our students and staff. Please see our [Health and Safety Plan](#) for details. We are planning for full-time in-person learning!

This letter is intended to provide you with information that will support your student's successful start to the 2021-2022 school year:

New Student Orientation - Thursday, August 26 - Drop-In between 3:00pm-7:30pm (New Students ONLY)

- Auditorium - "Back to School" video streaming
- Gymnasium - New Laptop Computer Distribution
- Wolverine Pride School Store - DCTS T-shirts for sale
- Self-Guided Tour - Receive your class schedule and do a walk through

First Day of School

- 9th and 10th grades report to school Monday, August 30 @ 7:45am - 2:55pm
- All Grades report to school Tuesday, August 31 @ 7:45am - 2:55pm.

Masks - COVID-19 Vaccine

All students must wear a mask on the bus to and from school. Currently, our Health and Safety Plan allows masks to be worn by students and staff on a voluntary basis unless mandated by the Governor, CDC, or the State Department of Health. Paper surgical masks, and other personal face coverings, such as neck gaiters, are permissible. The DCTS uniform policy prohibits face coverings with the following references: drugs, alcohol, weapons, hate speech, politically divisive slogans, sexual innuendos, vulgarity, and profanity.

Student Laptop Computers

All returning DCTS students kept their laptops over the summer. Students should boot up their laptops to make sure they are working properly before the first day of school. If your student's computer is not working properly, contact our HelpDesk in either of the following ways:

- In-person Help Desk: Monday – Friday: 8:00 a.m. to 3:00 p.m.
Report to the front office with the DCTech issued device and ask for the IT Department. Someone will assist you from there.
- After-hours assistance can be arranged by calling the helpdesk at (717) 652-3170 Option 4.

Free/Reduced Student Breakfast and Lunch

Applications for free or reduced meals will be included in the first day packet and should be submitted as soon as possible to our Business Office for processing. If you have questions regarding the application, please call Mrs. Homoki at 717-652-3170, ext. 7444. See the video [Cafeteria Procedures](#) for details.

Schoology

Schoology is the learning management system utilized by DCTS. Our teachers have been extensively trained in its use. Teachers and students use this platform to interact and engage with one another and numerous resources. Families are also encouraged to monitor instruction and learning via the parent/guardian portal. See the video tutorial [Schoology Access](#) for details. New students will receive connection information on New Student Orientation night.

PowerSchool

DCTS utilizes PowerSchool to maintain student information such as attendance, grades, discipline, and demographics information. Families can access all of this information online from home. Your PowerSchool credential is unchanged from last year; however, if you cannot locate your PowerSchool access credentials, please contact our School Counselors Office and speak to Mrs. Felty at 717-652-3170 ext. 7432 for assistance. See the tutorial video [PowerSchool Access](#) for setup details. New students will receive connection information on New Student Orientation night. **During the first week of school, parents and students, please log in to Powerschool and complete all information under the FORMS tab.**

Demographic Information

If you would like to make changes to your demographic information in Powerschool (i.e. address, phone number, emergency contact, etc.), please call Mrs. Felty in the School Counseling office at (717) 652-3170 ext. 7432.

If you move into a different school district, please provide this information to 1) your former district, 2) your new district, and 3) DCTS. If you need help with this process, please contact Mrs. Felty at (717) 652-3170 ext. 7432.

Transportation Reminder

Your district of residence provides bus transportation to Dauphin County Technical School. If you have questions concerning transportation, please see [Transportation Contact Information](#) for details.

Student Arrival

- Building opens at 7:15am
- Bus drop off on cafeteria side of building - Wait in cafeteria until 7:35am
- Parent drop off at main entrance - Wait in auditorium until 7:35am
- Student Drivers - Use entrance by electronic sign and park in lot to the right as you enter

Student Departure

- School ends at 2:55pm
- Bus pick up on cafeteria side of building
- Parent pick up in Parent Pick Up Lot on cafeteria side of building
Drivers are not permitted to line up in the fire lane or through lane while waiting for students. Please utilize one of the spaces in the Parent Pick-Up lot.

Thank you for choosing a career and technical education for your student. We look forward to a great year! If you have further questions, please contact the main office at (717) 652-3170 and you will be directed to someone who can help you.

Sincerely,

Karen Pflugh

Dr. Karen Pflugh
Administrative Director