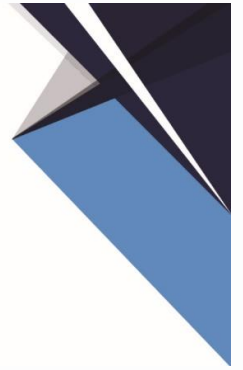




Caddo Kiowa  
Technology Center



# Caddo Kiowa Technology Center

## Guide to Distance Learning Plan

405-643-5511

[www.mycktc.com](http://www.mycktc.com)

Tony Hancock, Superintendent

Jennie Nunn, Assistant Superintendent

 405-643-5511  405-643-3014  [www.mycktc.com](http://www.mycktc.com)

 PO Box 190, 1415 N 7th Street, Fort Cobb, OK 73038



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## **Overview and Purpose:**

- The purpose of this guide is to provide answers and expectations during our time of distance learning.
- The goal is to provide continuous learning for students and a sense of stability to our students and their families.

## **Expectations:**

- Students complete assignments given by their teachers via distance learning, which includes virtual or packet form.
- Attendance will be taken daily by teachers.
- Packets will be provided for students upon request.

## **How to pick up packets/textbooks if needed:**

- Packets/textbooks will be available upon student request and delivered to partner schools starting Monday, April 6, 2020 for pick-up.
- Students who live within close proximity of the technology center will be able to pick up packets/textbooks on Monday, April 6, 2020 in building 100 from 9:00am - 11:00am (no more than 5 students at one time).

## **How to communicate with teacher:**

- Teachers will make initial contact with their students the week prior to April 6<sup>th</sup> to determine distance learning needs.
- Teachers will be available for students via phone, email or distance learning platform.
- Students will be expected to communicate with their teachers daily for attendance purposes.



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## **Will assignments be graded:**

- Yes, assignments will be graded and entered weekly.
- Students may check their grades on the Student Grade Portal under the student tab on our website [www.myctc.com](http://www.myctc.com)

## **How to submit assignments:**

- Students will submit work online if utilizing an online platform.
- Students with packets may submit work to teachers by phone (taking a picture of completed work) or email.
- Students who are not able to submit work by one of the following above will need to make arrangements with their teacher to collect completed assignments.

## **How to get personal belongings:**

- Students may collect personal belongings during the week of May 18<sup>th</sup> by contacting their teacher to schedule an appointment (no more than 5 students per classroom/program area)

## **Major Events:**

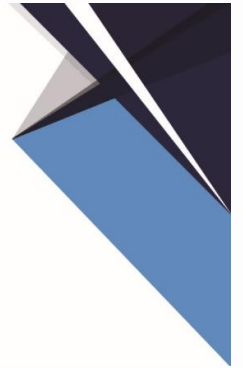
- Last day of school for CKTC is May 15, 2020 (with the exception of adult only programs - please contact your teacher for the final day to turn in assignments)
- All assemblies are cancelled.

## **Enrollment for 2020-2021:**

- If you have any changes to your previously submitted enrollment form, please contact our Student Services Director.  
Staci Repp: 405-643-3256 or [srepp@myctc.com](mailto:srepp@myctc.com)
- Any student wishing to apply to CKTC may go to [www.myctc.com](http://www.myctc.com) for the application process.



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## Questions and Contact Information:

Main campus line: 405-643-5511 website: [www.mycktc.com](http://www.mycktc.com)

Tony Hancock, Superintendent 405-643-3230 [thancock@mycktc.com](mailto:thancock@mycktc.com)

Jennie Nunn, Assistant Superintendent 405-643-3250 [jnunn@mycktc.com](mailto:jnunn@mycktc.com)

Staci Repp, Student Services Director 405-643-3256 [srepp@mycktc.com](mailto:srepp@mycktc.com)

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