



## INDIANA COUNTY TECHNOLOGY CENTER

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Dear ICTC Families,

Thank you for your patience and understanding during this unprecedented time as we navigate the best way to continue to educate and work with your students, especially our students with special needs.

As part of the ICTC's Continuity of Education Plan, we would like to allow all activities given to our students to remain accessible to all, especially those who receive special services in one way or another. These activities are meant to provide educational opportunities for all of our students. Our instructors have provided these assignments that are relevant to each of their program areas.

Instructors have provided their students with different activities in many different ways: packets, Google classroom assignments, emails, and our quarterly AES assignments. In many cases, your student will need to access their ICTC email accounts. To ensure that all students can access these materials, with any available assistance or accommodations that may be necessary, please feel free to reach out to your student's instructor, as well as, I am available to provide assistance. I have been contacting some families, and will continue to do so, to check on your students to see how they are navigating their learning at home.

Our sending schools will continue to hold annual IEP meetings where myself or another ICTC representative will continue to participate. Since these meetings cannot be held in person at this time, we will be working together to have phone conferences or other methods of virtual meetings (ex: Zoom, Google Hangouts) with you and your student.

Please do not hesitate to reach out with any questions or concerns, especially those regarding your student's program assignments/activities. I can be reached by email at [tshaffer@ictc.edu](mailto:tshaffer@ictc.edu) or leave a voicemail at 724-349-6700 ext. 154 and I will get back to you. Please let me know any way that I may be able to help.

We will continue to follow the guidance provided to us by the Pennsylvania Department of Education, the United States Department of Education, the Office for Civil Rights, and the Office for Special Education and Rehabilitative Services in order to make our best efforts to provide all students access to meaningful educational opportunities. I hope to see you all again soon.

Take care,

Toni Shaffer

ICTC Special Education Learning Facilitator

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