



Oil City Area School District

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Lynda G. Weller, D.Ed.
Superintendent

Susan L. Fisher, CPA
Business Manager

Shirley D. McLaughlin
Board Secretary

Re: Written Notice regarding implementation of your child's Section 504/Chapter 15 Service Agreement during the COVID-19 Closure

Dear Parent(s):

Your child has previously been identified as a "protected handicapped student" within the meaning of Section 504 of the Rehabilitation Act of 1974 ("Section 504") and Chapter 15 of the Pennsylvania Department of Education regulations ("Chapter 15"). Under Section 504 and Chapter 15, protected handicapped students receive related aids, services and accommodations as outlined in a Section 504/Chapter 15 Services Agreement ("504 Plan") to allow your child equal opportunity to participate in and obtain the benefit of the Oil City Area School District's programs without discrimination and to the maximum extent appropriate to your child's abilities.

As you know, Governor Wolf has closed all school districts in the Commonwealth of Pennsylvania for the remainder of the 2019-2020 school year in response to the COVID-19 pandemic. During the period of closure, school districts are required to make good faith efforts to offer a "continuity of education" to students using alternative means. You can review more detailed information about Oil City Area School District's Continuity of Education Plan on the District's website, at www.OCASD.ORG.

The Oil City Area School District has provided and will continue to provide a continuity of education to its students through offering enrichment and review activities that reinforce and extend your child's prior learning. These enrichment and review activities necessarily will be offered through a variety of modalities (*Online Enrichment Platform called Padlet, Google Classroom, Zoom, telecommunication, email, and opportunities for materials to be sent home to students*) that are different from the traditional classroom setting.

The purpose of this letter is to provide you with written notice of why and how the Oil City Area School District's implementation of your child's 504 Plan will necessarily be changing in the temporary period of time the Oil City Area School District remains closed due to the COVID-19 pandemic.

Please understand, the Oil City Area School District is not proposing to revise your child's current Section 504 Plan. That Section 504 Plan remains in effect and the Oil City Area School District will resume the implementation of your child's 504 Plan when schools re-open. Any interim changes to the delivery of your child's Section 504 Plan shall remain in effect only during the period of emergency school closure.

You may be contacted during the closure period to participate in a virtual or telephonic Section 504 Plan revision meeting. This would be a standard (non-COVID-19 related) Section 504 Plan meeting. The purpose of this Section 504 Plan meeting is not to discuss this interim implementation plan but will focus on what programming will be in place for your child during normal operations when school reopens.


The below education plan takes into consideration the specific type of aides and accommodations that are offered in your child's current 504 Plan in conjunction with the current limitations on normal school operations resulting from the COVID-19 pandemic, pending government orders and mandates as of the date of this notice and health and safety concerns.

- The District's online enrichment platform (*padlet*) contains helpful resources and suggestions for accommodations and modifications that could be implemented with the enrichment and review activities.
- Teachers will support and/or provide enrichment materials and review through online classroom platforms (*padlet*: <https://padlet.com/msiembida/mkuawp7scbes> ; *Google Classroom* and/or *Zoom*) and/or through distribution of paper packets if requested.
- Your child's teacher(s) will have (telephone or video) office hours available for students to access at specific times. You and your child will be notified how to access your child's teacher(s) for office hour support.

If you have questions or concerns about your child's ability to access the educational enrichment resources and instruction being made available to him/her and/or the Oil City Area School District's implementation of the relevant components of your child's Section 504 Plan during the execution of the Oil City Area School District's Continuity of Education Plan, please communicate those questions or concerns to your child's principal. The Oil City Area School District will make all reasonable efforts to work with you to address your issues or concerns during this challenging time.

Once school resumes, your child's Section 504 team will be convened to analyze the consequences, if any, the district-wide closure had on your child's ability to access the education services offered throughout the closure period and to determine whether any additional education services are necessary to adequately address those consequences.

Yours in Education,


Craig Kasunic

Oil City Area School District's 504 Coordinator