



# Parkway West Career and Technology Center

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Executive Director

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October 22, 2020

Dear Parents, Guardians, and Students,

I am writing to provide you with important information regarding changes to the learning format offered at Parkway West Career and Technology Center (PWCTC). PWCTC's first priority is the health and safety of our students, staff members, and shared communities. We have and will continue to invest a high-level commitment to ensure the health and safety of all while providing the highest quality of education possible.

Our planning process continues to include the ever-changing guidance from the Allegheny County Health Department, the Pennsylvania Department of Health, the Pennsylvania Department of Education and the Federal Government.

Since our first day of in-person learning on August 24, 2020, we have worn masks, socially distanced, asked students, and staff to do daily health monitoring, disinfected bathrooms and high touch areas throughout the day, and limited access to our school buildings. While it has not been ideal, it has provided our students an opportunity to interact with instructors and classmates and receive hands on instruction.

Continuing to meet our health and safety guidelines has been an important step in working toward more frequent in person instruction. **Pending any significant changes regarding the Coronavirus status for Allegheny County, we plan to begin in person instruction four days a week, starting Thursday, October 29, 2020.** All students will continue to learn in a virtual format on Wednesdays. We will continue to monitor CDC guidelines and Allegheny Health department recommendations. Even as we increase the frequency of in person instruction, we will continue offering full virtual learning option through the end of the school year.

The crisis has demanded incredible flexibility and patience from you and your children, and I am in awe of how you have risen to the challenge. I am deeply grateful for each of you, and for the dedication, you have shown to your children and community as a whole.

We are looking forward to seeing our students four days a week. It is important to remember, that although we are moving to a four day a week schedule, the number of in-person days is at the discretion of each student's home school district. Due to the increased number of students on campus every day, it is important to know that six feet of social distancing **cannot** be consistently maintained. Although we will make every effort to meet six feet of social distancing when possible, there will be times when this is not possible. Let us all take care and stay safe, so we can make this plan a reality.

As the COVID-19 situation continues to evolve, PWCTC will adjust instruction accordingly, which could include full live in-person or full virtual instruction. All updates and announcements will be communicated to parents/guardians and students using the Sendit calling system, PWCTC website, Parkway West App and social media accounts (Facebook, Instagram, and Twitter). We are in unprecedented time, but I am confident that together we can provide the best education possible to all students.

PWCTC has established an email for school reopening questions that will be monitored by administrators and student support staff. If you have any specific questions, please email [schoolreopening@parkwaywest.org](mailto:schoolreopening@parkwaywest.org). Additionally, you can call the school at 412-923-1772.

Sincerely,

A handwritten signature in dark ink, appearing to read "D. Copeland". The signature is fluid and cursive, with the first letter being a large capital "D".

Dr. Darby L. Copeland