

Hello DSA Families,

We hope that this letter finds you well and finding a new rhythm to life during this extraordinary time. We are reaching out to share with you how the DSA 504 Team and teachers are working to support students who receive 504 accommodations during this period of online instruction. We are working closely with DPS as they receive guidance from the Federal Government and the Colorado Department of Education, and have been given a process that will include auditing all of our current 504's to identify if a contingency plan needs to be created. A contingency plan may not be needed for all students because their current accommodations can transfer to the online classroom with no modifications needed. So, in preparation for that, last week we worked with teachers to provide guidance on how to implement several of our most frequently used accommodations during online instruction, so they could begin their planning with that in mind.

As a result of the high numbers of students we support, we ask for your patience as we begin the auditing process.

What you can expect:

1. Upon completion of your student's audit, Mr. Coral, our counseling secretary, will be reaching out to you to set a meeting/conference call with one of our 504 Team members to review the outcome of the audit and contingency plan that was developed.
2. A meeting/conference call with a 504 Team member to go over the audit and contingency plan.
3. DSA 504 Team will share the outcomes with teachers for implementation.

If the audit of your student's 504 reveals no changes need to be made, you will receive an email from the 504 Team stating a contingency plan was not needed, and they will share with you how to reach out if you have any questions as our phone numbers have changed during this time.

How you can support:

1. Support your student in identifying an area in your home most conducive to them to engage in online instruction.
2. Work with your student to share their feelings and needs as instruction begins. This is new for all of us.
3. Encourage your student to take breaks as needed. Our teachers are aware that this will be new and challenging for our students and they have planned with this in mind.

We know this is a time of many questions. Please know we are working everyday to be responsive in this area and will be able to answer more questions as our 504 Team meets.

Thank you for your patience and support of your student during this time.

Sincerely,

Aspen Burkett and the DSA 504 Team