



STEEL CENTER

for CAREER & TECHNICAL EDUCATION

565 N. LEWIS RUN ROAD
JEFFERSON HILLS, PA 15025
PHONE: 412-469-3200
FAX: 412-469-3209
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Dear Students and Families,

On a Flexible Instruction Day, students who do not have access to technology will be provided with a paper instructional packet. This packet contains the assignments for the day and serves as the student's instructional work.

It is the student's responsibility to complete the packet and return it to school the next school day. The completed packet will be used to verify participation and count the student as present for the Flexible Instruction Day.

Students are required to check in during the Flexible Instruction Day using one of the following methods:

- Contact the classroom teacher through Remind or email
- Join a virtual meeting, if able
- Call the school @ **412-469-3200** to check in for the day

If a student has trouble understanding the assignment or completing the packet, they should contact the school @ **412-469-3200**. School staff will work with the classroom teacher to assist the student and troubleshoot any issues.

It is important that students make every effort to complete the assigned work and communicate with the school to meet attendance and instructional requirements for the Flexible Instruction Day.

Thank you for your cooperation and continued commitment to learning.

Sincerely,

Assistant Director/Principal
Steel Center for Career and Technical Education