



1900 Springlake Drive • Oklahoma City, OK 73111 • 405-424-TECH • www.metrotech.edu

3:17 PM, November 13, 2020

Dear Metro Technology Centers Students, Parents and Staff,

We are in unusual times as we establish protocols to safely protect individuals on our campus during the COVID-19 pandemic. As a district, we have worked with the Oklahoma City – County Health Department and the Oklahoma State Department of Health (OSDH) in creating and implementing Safe at Work and Return to Campus Protocols and Procedures.

We desire to inform you based on these guidelines and for the safety of our staff and our students we will begin delivering instruction in Format 3; Remote Online learning only through January 4, 2021.

Our response team responded quickly; moving through our established procedures to ensure we keep our staff, students, and visitors as safe as possible. We have established Health & Hygiene Requirements of social distancing, wearing protective face coverings, and creating socially distanced work environments.

We have followed the districts COVID-19 Response plan in order to appropriately communicate and respond to this situation.

As with any adjustment to our schedules, students should contact their instructors for further guidance. All Directors and Chief Officers will be working with their staff to determine work schedules and locations.

Members of our community with further questions or concerns should contact the Chief Officer, Environmental Safety and Regulatory Affairs, Melanie Stinnett at melanie.stinnett@metrotech.edu. Our Return to school guidelines and safety protocol information can be reviewed at www.metrotech.edu/return-to-campus

More than ever, in these times, it is important to keep safe, clean, and calm.

Sincerely,

Aaron Collins, Superintendent/CEO