May 18, 2021

Dear Franklinville Families,

We hope you and your family are happy and healthy. We have created a Home Instruction Guide to help our families navigate through the process of the home instruction experience. Enclosed you will find a copy of this guide.

Please contact our office if your child has any special education needs or concerns. Requests for services must be submitted in writing by June 1, 2021.

Your Letter of Intent should be submitted by July 1, 2021. Your Individualized Home Instruction Plan (IHIP) should be submitted no later than August 15, 2021, or within 4 weeks of receiving a response to Letter of Intent from the school.

If you have any questions or concerns please contact the Pupil Personnel Services and Instruction office by sending an email to [srudnicki@tbafcs.org](mailto:srudnicki@tbafcs.org) or [kjobe@tbafcs.org](mailto:kjobe@tbafcs.org) or by calling my office at (716) 676-8019.

Sincerely,

Warren Scott Rudnicki

Director of Pupil Personnel Services & Instruction