




DEPARTMENT OF EDUCATION

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To: Special Education Directors
Charter School Special Education Coordinators
Charter School Heads

From: Mary Ann Mieczkowski 
Director, Exceptional Children Resources

Date: April 7, 2020

Re: Material Request for Students who are Blind/Visually Impaired/Print Disabled
During COVID-19 building closures

As LEAs continue to provide remote learning supports to their students, we want to let you know that the **Accessible Instructional Materials (AIM) Center** and **Division of the Visually Impaired (DVI) Materials Center** continue to operate as normal. The established Digital Rights Manager (DRM) process still applies. Designated DRMs should work with classroom teachers and TVIs, as appropriate, to determine what materials are required in accessible formats. As the UofD campus is closed, any physical materials to be converted would need to be sent directly to AgoraNet.

Agora Net Contact Information:

Delaware AIM Center
c/o AgoraNet, Inc.
314 E. Main St., Suite 1
Newark, DE 19711
Phone: (302) 595-9355
Fax: (302) 595-9353
info@aimdelaware.org

DOE is currently working with the AIM Center to compile a list of resources on making teacher made materials accessible. These resources will be posted on the [DDOE's Remote Learning Resources for Districts and Charter Schools](#) as soon as possible. Also, the National Center on Accessible Educational Materials (AEM) at CAST is offering free webinars on access and distance education for educators, parents, and those involved in remote instruction. Learn more about AEM Center resources on their [Access & Distance Education](#) page. Register today to attend or get access to the recordings for their webinars.

Teachers of the Visually Impaired (TVI) have been working collaboratively with classroom teachers and parents to provide supports to their students. Please continue to work with the TVIs within your LEA's process for providing accessible materials. If you have any questions regarding TVI support, please contact Erin Weaver, Statewide Coordinator of Education Services for the Blind & Visually Impaired: (302) 255-9828, erin.weaver@delaware.gov.

DVI Materials Center Contact Information:

State Mail Drop H-150

***** NEW ADDRESS ****

Division for the Visually Impaired

1901 N. Dupont Highway

Attn: Instructional Materials and Resource Center

Biggs Building, Door #6

New Castle, DE 19720

DVI: (302) 255-9800

Thank you so much for your collaboration in this process. We want to support our students in the best way possible.

cc: Sandra Miller, Director, Division of Visually Impaired
Beth Mineo, Director, Center for Disabilities, University of Delaware
Erin Weaver, Coordinator of Education Services, Division of Visually Impaired
LEA Digital Rights Managers
Teachers of the Visually Impaired, Division of Visually Impaired