

Traceable Communication System Office of Career and Technical Education (OCTE)

Area Technology Centers (ATCs)/Career and Technical Student Organizations (CTSOs)	System Component	One-way or Two- way?	Audience/Users	Purpose	Notes
ATCs/CTSOs	School email, Kentucky Department of Education (KDE) email	Two-way	School staff, students, parents, CTSOs.	Communication of important messages, events, and general school-related communication between teachers/staff/volunteers and students/parents/families.	
ATCs/CTSOs	Infinite Campus (IC)	One-way	School staff, students, parents, CTSOs.	Communication of important messages, events, and general school-related communication between teachers/staff/CTSOs and students/parents/families.	

OCTE staff may also communicate with a student using the student's local board-approved traceable communication system.