



NASHOBA

Regional School District

50 Mechanic Street Bolton, Massachusetts 01740

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Dear Parents, Guardians and Caregivers,

As you likely know, Governor Baker has closed school districts in Massachusetts for the remainder of the school year due to COVID-19 pandemic. I am writing today, to inform you that given the closure, the Nashoba Regional School District is preparing to hold virtual IEP meetings. The priority of these meetings, as endorsed by the Department of Elementary and Secondary Education, will be focused on holding annual review meetings which were missed since the initial closure of March 13, 2019 and continue through the end of the current academic school year. In addition, the second priority will be to schedule transition meetings for students who are moving from elementary to middle school or middle school to high school. If your child has an annual IEP meeting that was scheduled on or after March 13, 2019 you will be receiving an invitation to attend their meeting in a virtual format.

At this time, any initial or re-evaluation meetings will not be held, as in many instances there are several reports that would need to be reviewed and all team members may not be available, or the testing may not have been completed prior to the school closure. Once the schools re-open, the timelines will commence as is required by state and federal regulations. In the event we can utilize the schools during the summer; we may be offering testing times to complete evaluations. This will depend upon determinations made by Governor Baker.

Parents, guardians and caregivers will receive an invitation via email from TEAM Chairperson to join a Google Meets or ZOOM meeting. This invitation will come in the form of a calendar invite to your email address on file. Please save this email as it will contain the meeting invitation code you will be required to use in order to join the meeting. Any parent, guardian or caregiver that does not have access to email or internet can receive the Google Meeting/ZOOM call-in phone number and code by contacting their child's TEAM Chairperson.

Instructions for joining a meeting:

If using a Computer to Join a Virtual Meeting-

There is a Joining Info listed under Join Hangouts Meet/ZOOM invitation. You can join the virtual meeting by selecting the link provided.

If using a Cell Phone/Tablet to Join a Virtual Meeting-

You can download the Google Meets or ZOOM App for free on any device. You will see Joining Info listed under Join Hangouts Meet or ZOOM and can join the virtual meeting by selecting the link provided.

If Joining a Google Meeting or ZOOM by Phone-

Dial the phone number attached to the invite in your email. This will assist you with Joining by Phone.

While it is not our typical process to send a **draft** IEP, we feel this is a necessary step during this crisis. As a result, we will email the draft IEP to parents the day prior to the meeting.

Please know that your student's TEAM Chairperson will keep track of all required documentation during the meeting. We will be sending the final IEP to you via the Pupil Personnel Office following the meeting. You will receive an email copy of the Service Delivery Proposal Sheet shortly after the meeting.

Please be advised that the following statement will be enclosed in the meeting invitation and agreement to meet indicates that: The parties hereby agree to hold the IEP Team meeting remotely. The parties acknowledge and agree that the IEP Team meeting is being held remotely due to Governor Baker's Executive Order dated April 22, 2020 which prohibits in-person instruction and educational operations for the remainder of the school year due to the Executive Order. By participating in the remote IEP meeting, the participants agree not to save, record, share, or post the IEP meeting. The parties acknowledge that, due to rapidly evolving events in connection with the current state of emergency, they have not been able to fully determine the extent to which the remote meeting platform complies with Massachusetts student privacy and digital privacy laws, as well as the Family Education Rights and Privacy Act. The District will take all reasonable measures to preserve your privacy and the privacy of your child, and each of our educators will continue to maintain the privacy of your child's student record information. The Parents/Guardians agree to excuse the District from potentially having all service providers' available and strict performance of IEP timelines which are not feasible pursuant to governmental directives arising from or related to COVID-19 pandemic issues.

The district will continue to provide students with remote learning opportunities. Our special educators will continue to contact parents and guardians to provide support with the specialized learning needs of our students.

I would like to thank all parents, guardians and caregivers for their flexibility and understanding during these extraordinary times, should you have any questions, or require additional information please don't hesitate reach out to your TEAM Chairperson by email. Please take care and be safe.

Sincerely yours,

Joan M. DeAngelis, Director of Pupil Personnel Services