September 4, 2020

Dear Parents/Guardians,

We are so pleased to be welcoming your children back for another school year! This letter will summarize information from our District Reopening Plan and the Parent Zoom meetings held in August regarding Pupil Personnel Services, which include Special Education, Section 504, Academic Intervention, English as a New Language, and Related Services (OT, PT, Speech, Counseling). Whether your child is attending in person or remotely, all services will be provided as planned.

**Special Education:** Students in our Special Classes will be attending school in person full time. Students receiving Special Education services in an inclusion model (integrated co-teaching or consultant teacher) will participate in remote instruction. IEP programs, services, modifications, and accommodations will be implemented as agreed upon at Annual Review Meetings in the spring. Special education teachers will informally assess students in the first few weeks and gather baseline data to determine whether goals remain appropriate. You child’s special education teacher will contact you if an IEP change is recommended.

**Section 504:** Students with 504 Plans will participate in remote instruction. Classroom teachers are responsible for implementing accommodations listed on their students’ 504 Plan. If you have any questions about your child’s plan, please contact their teacher and/or me directly.

**Academic Intervention:** Students receiving AIS in ELA or Math will participate in remote instruction. Students have been scheduled for these services based on teacher recommendations from the spring. Students may be added to AIS classes throughout the year if classroom teachers are concerned with their progress. Parents will be notified of their child’s intervention services.

**English as a New Language:** English Language Learners will participate in remote instruction. They will receive services directly from their ENL teacher whether in their classroom or as a separate class.

**Related Services:** OT, PT, Speech, and Counseling will be provided in person for students in full-time Special Class. Related services will be provided remotely for all other students, whether receiving through special education or intervention. If your child is learning remotely, the service provider will contact you within the first few days of school to let you know the scheduled day and time of your child’s service. If you would like your child to receive related services in person and are able to bring him or her to the school building at that scheduled time, that may be arranged with the service provider and building principal. Transportation for related services only will not be provided by the district at this time. Service providers will informally assess students in the first few weeks and gather baseline data to determine whether service frequency, delivery, and goals remain appropriate. You child’s related service provider will contact you if a change is recommended.

Janine Babcock, Director of Pupil Personnel Services  
Roseann Kemp, Secretary Ext. 1310  
Renee Dallmann, Secretary Ext. 1311
Astor Mental Health Clinic: The district continues to have two full-time Astor therapists who provide fee-based individual and family therapeutic services through a satellite clinic. They are providing services both remotely and in person and are taking new cases. For more information, please contact Site Supervisor Amy Duncan at Seymour Smith: 518-398-3000 ext. 3322

McKinney-Vento Homeless Education Resources: If your family is living in a temporary housing situation, your children have important educational rights under the McKinney-Vento Act, a federal law. If you have questions, please contact me directly.

I greatly appreciate your support and cooperation as we work together to provide the best and safest learning environment for your children. Please know that our faculty and staff are all excited to start the new school year even if it does not look “normal” for now, and we all look forward to seeing our kids again in whatever way possible. If you have any questions or concerns, please do not hesitate to contact me by email at j.babcock@ppesd.org or by phone at 518-398-7181 ext. 1310.

Sincerely,

[Signature]

Janine Babcock
Director of Pupil Personnel Services