

March 27, 2020

Dear parents/guardians,

I hope this letter finds your family safe and healthy during these unusual circumstances. While School District of Greenfield (“District”) staff would all prefer to have your student in front of us learning in person, we know we must adapt to the current COVID-19 situation to keep students and staff safe. As District regular education teachers, special education teachers, and related service providers shift to a virtual instruction format, we hope to provide your family with some guidance regarding what special education services might look like during the COVID-19 situation. Please know that this is new territory for all of us, and we hope to navigate this new experience with parents/guardians as our partners. We understand every family is managing unique work and family obligations. We also recognize that this may be a stressful and uncertain time. Please know that the District is committed to maintaining a supportive relationship with your family and your student.

This communication details guidance regarding the District’s steps for providing special education services, supports, and related services under these exceptional circumstances.

-District special education staff will collaborate with classroom teachers to determine what educational opportunities will be provided to the general student population K-12, via on-line learning, during these exceptional circumstances;

-Special education staff will consult with classroom teachers to make sure that, during this school closure, your student will have equal access to the same educational opportunities as the general student population during these exceptional circumstances. This includes the provision of FAPE. Please keep in mind that the determination of how FAPE is to be provided may need to be different during this national emergency;

-Special education teachers will contact parents/guardians to discuss their student’s IEP instructional services in this unusual learning environment;

-Special education teachers will reach out to parents/guardians, via an email communication, beginning the week of March 30, 2020; and

-District staff will continue to hold IEP meetings when needed via virtual meetings (i.e., phone or Zoom conferencing).

The District recognizes that each student and situation is unique. Special education case managers will collaborate with parents/guardians to come up with a service schedule that is reasonable and manageable given these exceptional circumstances, as well as the educational opportunities being provided via a virtual format to the general student population.

The District realizes that parents/guardians will likely have many questions, and we will do our best to communicate the information we have. The main points of contact during the school closing will be your student’s regular and special education teachers. Please watch for communication from your student’s special education teacher or IEP case manager. We value your support, collaboration, and understanding during this time.

With much appreciation,

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