
JAMESVILLE-DEWITT CENTRAL SCHOOLS

PUPIL PERSONNEL OFFICE
TECUMSEH ELEMENTARY SCHOOL
901 NOTTINGHAM ROAD
JAMESVILLE, NY 13078
TEL: 315-445-8380 FAX: 315-445-8407



TRACEY MENAPACE, DIRECTOR
TIM RISTAU, ASSISTANT DIRECTOR

April 2, 2020

Dear Parent/Guardian,

The District is committed to meeting the needs of our students with disabilities to the maximum extent feasible during this unprecedented public health crisis. The District is also responsible for protecting the health and safety of our students with disabilities and those individuals providing special education and related services to our students.

During the school closure, the Special Education Department will continue to hold annual review meetings. We are working in collaboration with families to schedule or reschedule meetings. Meetings are being conducted via teleconference. Families will be contacted with specific dial-in information.

Evaluations present unique challenges during this public health crisis because it is not currently safe for our students or our staff to be interacting with one another in person. Consistent with guidance issued by the New York State Education Department, the District will continue to adhere to regulatory timelines with respect to any evaluations that can be completed without the need for face-to-face assessment. However, we have no choice but to delay evaluations that require face-to-face assessment or classroom observation until the District is advised by public health officials that it is safe to resume face-to-face contact between students and staff.

Pursuant to regulations of the New York State Education Department, every initial eligibility evaluation must include a classroom observation, as well as standardized psychoeducational testing that must be administered face-to-face and that cannot be administered remotely. For this reason, it is simply not feasible for the District to complete any initial eligibility evaluations while our schools are closed due to the COVID-19 crisis.

In some cases, it may be possible for the Committee on Special Education to conduct a reevaluation by reviewing existing evaluation data, without the need for in-person contact with the student who is being evaluated. The District will make every effort to adhere to regulatory timelines with respect to reevaluations for which face-to-face contact with the student is not required. However, where a reevaluation requires face-to-face contact between a student and the evaluator, the evaluation will likewise need to be delayed while our schools are closed due to the COVID-19 crisis.

Thank you for your patience, understanding, and cooperation as the District continues to navigate the evolving COVID-19 situation.

Sincerely,

A handwritten signature in blue ink that reads "Tracey Menapace".

Tracey Menapace
Director of Pupil Personnel Services
Jamesville DeWitt Central School District
315-445-8380