



IRVINGTON PUBLIC SCHOOLS SPECIAL SERVICES DEPARTMENT

*Patricia Dowd, Director
Lystrea Crooks, Supervisor*

1324 Springfield Avenue
Irvington, New Jersey 07111
Phone: (973) 399-6800 Ext.1920
Fax (973) 399-4726

March 23, 2020

Dear Parents/Guardians,

Families of students with disabilities may be concerned about how IEP meetings will be convened and how timelines will be met. During a time of “social-distancing” because of COVID-19, Irvington has decided to host remote IEP meetings in order to meet the timeline requirements set forth by the Individual Education Program.

Through the Individuals with Disabilities Education Act of 2004 (IDEA), the use of remote conferencing for IEP meetings is allowable and encouraged (34 CFR § 300.322(c)). Furthermore, IDEA permits phone or web conference IEP meetings if parents and the school district agree to use alternative methods of meeting participation (34 CFR §300.328).

Therefore, as of March 17, 2020, face to face IEP meetings in Irvington will now be conducted remotely through phone conferencing until Irvington Public Schools are back in session. Following the completion of the IEP meeting the Case Manager will electronically share the IEP with you, for your review.

Parents/Guardians may contact their Child Study Team members or Classroom teachers at any time between 8:30 am to 3:00 pm, Monday through Friday via email. Information on emails as well as a Special Education Teacher Helpline is all posted on the Irvington Public Schools Website.

Please stay safe, be patient, and know that we are here to support you and your child in this emergency situation.

Sincerely,

Patricia Dowd
Patricia Dowd
Director of Special Services

Lystrea Crooks
Supervisor of Special Services

For a copy of the New Jersey Department of Education Parents Rights in Special Education please click on the link below:

[https://www.state.nj.us/education/specialed/fmr/RevisedParentalRights\(PRISE\).pdf](https://www.state.nj.us/education/specialed/fmr/RevisedParentalRights(PRISE).pdf)