

# ERVING SCHOOL UNION #28

ERVING, LEVERETT, NEW SALEM, WENDELL, SHUTESBURY

---

**JENNIFER J CULKEEN**  
SUPERINTENDENT OF SCHOOLS

PRUDENCE MARSH, Ed.D.  
DIRECTOR OF STUDENT SUPPORT SERVICES

BRUCE C. TURNER  
DIRECTOR OF FINANCE AND OPERATIONS

18 PLEASANT STREET  
ERVING, MA 01344  
413 423-3337  
FAX 413 423-3236  
www.union28.org

March 16, 2020

Dear Parents/Guardians:

As you are aware, Erving School Union #28 districts have taken preemptive measures to close schools beginning Monday, March 16<sup>th</sup> with a tentative return date of Tuesday, April 7<sup>th</sup>, in response to concerns given the unprecedented situation created by the spread of COVID-19 (Coronavirus). You will continue to receive regular updates from Superintendent Culkeen. If there is additional information specific only to special education, we will share that with you.

These are extraordinary times. Information and guidance from local, state and federal authorities has resulted in decisions and actions that will continue to evolve in response to the quickly changing environment. Please see the guidelines issued by the Office of Special Education Programming: OSEP Guidance issued March 2020. At this time, the following Erving School Union #28 guidelines are in effect:

### **Communication**

Your child's special education liaison/contact person will be collaborating with your child's classroom teacher to provide access to appropriate enrichment activity options for your child, and will remain in contact with you by email and/or phone during this period of closure.

### **Counseling**

If your child is in crisis, or an imminent threat to themselves or others, you should call 911. Crisis services for our community are provided by Clinical & Support Options (CSO) and can be reached at 413-586- 5555. The CSO Crisis Programs provide behavioral health assessment, intervention and stabilization for youth, families and adults 24 hours/day, 365 days/year.

### **Referrals/Initial Eligibility**

The Erving School Union #28 districts, along with other schools in the state, will freeze evaluations, referrals, and related meetings. As soon as schools open again, the timelines will commence as is required by state and federal regulations.

### **Annual Reviews/Evaluations in Process**

During school closure, the Erving School Union #28, along with other schools in the state, will freeze evaluation, referral, annual review, and 504 meetings for students on IEPs and 504 Accommodation plans during school closure. As soon as schools open again, the timelines will commence as is required by state and federal regulations.

### **Home/Hospital Tutoring**

Erving School Union #28 assures that all programs, activities and employment opportunities are offered without regard to race, color, gender, gender identity, age, creed, homelessness, religion, national origin, sexual orientation, disability and pregnancy or pregnancy related conditions.

Home and Hospital Tutoring occurs outside of the school buildings. As a practice, our districts do not provide tutoring when school is not in session. In addition, because of the social distancing recommendations from the CDC and Departments of Public Health, we will not provide tutoring during the school closure.

We are in communication and following guidance from the state and federal officials and will share special education updates in a timely manner.

My very best to you and your family,

Dr. Prudence Marsh  
Director of Student Support Services