



# Methuen Public Schools

Central Administration  
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Dear Parent/Guardian/Caregiver,

Thank you for your patience as we work through the logistics of this ever-evolving situation surrounding COVID-19. Because Methuen Public Schools has closed, we are currently treating this time period as we would any closing or vacation. Based on guidance from the U.S. Department of Education and the Massachusetts Department of Elementary and Secondary Education, if districts are not providing full school-day educational services to the general student population, then, we will also not be providing services to students with disabilities during this time. Although we are not in session, it would be valuable for students to maintain their skills and participate in enrichment activities. Special education teachers and related service providers will be reaching out to students and families and providing educational resources. It is imperative that the connection between teachers/related service providers and students/families is maintained. Upon re-entry to school, Teams will engage in discussions regarding the need for additional services for students on an individual case-by-case basis. We hope that our district and the greater Methuen community remain protected from this extraordinary situation.

These are extraordinary times and the information and guidance from local, state, and federal authorities has resulted in decisions and actions that need to be nimble to adapt 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 district guidelines are in effect.

#### **New Referrals/Initial Eligibility:**

Methuen Public School, along with other schools in the commonwealth, will freeze evaluation, referral, and plan distribution timelines for all students in a referral cycle during school closure. This means that as soon as schools open again, the timelines will commence as is required by state and federal regulations.

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

Methuen Public Schools, along with other schools in the commonwealth, will freeze evaluation, referral, annual review and plan distribution timelines for all students on IEPs and 504s during school closure. This means that as soon as schools open again, the timelines will commence as is required by state and federal regulations. Additionally, at that time we will be working with families to understand the impact of the closure on students.

#### **Home/Hospital Tutoring:**

Although Home and Hospital Tutoring occurs outside of the school buildings, as a practice, Methuen Public Schools does not provide tutoring when school is not in session. For students currently on approved home or hospital tutoring, sessions will not be conducted until school resumes.

#### **Home Services:**

Creative Behavioral Solutions has contacted me and we would like to continue home services for the continuity of the students. With that being said, we are also leaving it up to the individual service provider and families on whether or not they are comfortable entering/having people enter the home during this

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closure. The District and Creative Behavioral Solutions will monitor each case individually, evaluate the impact of the closure/interruption of services, and if needed, propose a plan for additional services. More information will follow. \*For students who receive home services through CREST Collaborative, services will not be provided during this closure.

**Out of District Placements:**

Transportation will be provided for students who attend special education private placements if their school is in session.

We are in constant communication with our liaisons at both the state and federal level, and will communicate any updates as a district and department in a timely manner. Again, thank you for your patience and understanding. We wish you and your family well during this trying time.

Sincerely,

Gina R. Bozek, M.Ed, CAGS  
Director of Student Services

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