

March 25, 2020

Dear Parents and Guardians,

We hope this communication finds you and your family healthy. We know that this has been an abrupt transition and that finding a routine in a new reality we are all living is quite challenging. We, as a team, hope that you are finding a way to find joyful moments with your children, getting outside and enjoying the sunshine, and beginning to get into a flow in your household.

We wish to take a moment to share the Special Education Plan as Alameda Unified School District (AUSD) transitions to the provision of remote learning opportunities for our students as necessitated by the suspension of in-class instruction that began March 16, 2020. Our Special Education Leadership team also wishes to assure you that school district staff are committed to supporting our AUSD students with disabilities under these unique and extraordinary circumstances. The welfare of our students and families is very much on our minds. The Special Education Department has been working as quickly as possible to put supports in place. In the meantime, and as shared previously, resources are available on [AUSD's Online Learning Portal](#) page. Note that there is also a link to special education supplemental resources on that page as well.

Transition from In-Class Instruction to Remote Teaching and Learning

It has been necessary to suspend in-class instruction to prevent/contain the spread of COVID-19. As of March 16, 2020, Superintendent Scuderi dismissed students from regular attendance for students and families to "shelter in place." In addition, as of March 17, 2020, Alameda County Health has ordered that only essential services are continuing until April 7, 2020. Governor Newsom declared a state-wide shelter in place on Thursday, March 19.

During this time, please know that AUSD's Special Education Department, in collaboration with the Teaching and Learning Department, is working to provide distance learning opportunities and other types of learning activities as soon as possible. (Please see our Special Education Plan timelines below.) Teachers and related services staff are currently being trained on online platforms in order to deliver learning opportunities and related services support.

Individual Student Plans

Plans for serving our students with disabilities will be communicated directly to families through their respective Case Managers and Related Services providers. In the coming week teachers will schedule learning opportunities for students, while Related Services providers will provide consultation. The providers may consult by phone and/or through online platforms at scheduled times.

The various types of related support providers to be made available for students may include (based on what students previously received) speech and language, occupational therapy, physical therapy, counseling and adapted physical education.

Timeline for Learning Opportunities and Services

Week of 3/22: Teachers and related services providers are being trained on google classroom and other online learning/virtual meeting platforms. Education specialists will collaborate with general education teachers for those students who access general education to plan support. Staff will collaborate to set schedules to provide online support and consultation.

Week of 3/30: No learning opportunities provided as this is Spring Break. However, the online portal will still be available for parents and students to access.

Week of 4/7: Distance learning and education specialists will start with learning opportunities and modification to support student work. Related service providers will begin to develop a consultation schedule with families and staff.

Week of 4/14: Related service providers will begin delivering consultation.

IEP Meetings

We understand that IEP meetings can be held via teleconference or video conferencing with consent from the parents or guardian. We have a lot more to consider as we develop plans to provide IEPs remotely; this may take longer and will likely start-up at the end of April. For now, IEPs must be postponed. We will provide further updates as we progress. Our current focus is to engage students in learning opportunities and provide support to students and families.

When school is re-opened, the District will then continue with pending assessments and all services as agreed upon by the last signed IEP. The Special Education department and IEP team will work as quickly as possible to schedule and hold in-person IEP meetings that were postponed due school closure.

Evaluations/Assessments

Evaluation/assessment timelines have been paused by the California Department of Education at this time. Requests for records, with the accompanying timeline of 5 business days to produce the records, will also need to be paused, as staff is not available on site to retrieve records.

Any records requests received during the time of shelter-in-place also will be responded to when the District returns to regular operations.

Please email the special education coordinators below if you have any questions regarding this letter.

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Coordinator: Grades 6 -12, Adult Transition,
and Non-Public Schools

Coordinator for Preschool and Elementary

Thank you again. Take very good care and our staff will be in touch soon!

Sincerely,

Pam Kazee

Kirsten Zazo

Pam Kazee

Kirsten Zazo

AUSD Director of Special Education

AUSD Chief Officer of Student Support Services

CC: Superintendent Pasquale Scuderi
AUSD Site Administrators
SELPA Director Katy Babcock
Special Education Management Team

