May 24, 2020

4 Pages

**Parent Settlement Agreements during COVID-19 / Transportation Contracts**

Dear Parent(s)/Guardian(s):

As you are aware on March 16, 2020, Governor Phil Murphy signed “Executive Order 104”, implementing aggressive social distancing measures to mitigate further spread of COVID-19 in New Jersey. Included in the directive, Governor Murphy indefinitely closed all public, nonpublic and private preschool, elementary and secondary schools beginning on March 18, 2020.

Without prejudice, but in an effort by the District to help facilitate your child’s Settlement Agreement, **IF your child is receiving Educational Services from his/her Nonpublic School:**

1. The **Lakewood School District** will render payment and/or reimbursement for related services, in accord with your Settlement Agreement, provided that the services are being rendered via Interactive Video Conferencing (Zoom or the like) (Audio alone is NOT enough.), or in person provided COVID-19 complaint.;

2. The Lakewood School District will render payment and/or reimbursement for Educational Instruction, *if contained within your Settlement Agreement*, as long as the proper documentation is provided ie. logs of sessions, attendance, etc. at the rate of $40.00 / hour;

3. The Lakewood School District will render payment and/or reimbursement with regard to 1:1 personal aides (Paraprofessionals) provided the aide/paraprofessional follows the same District guidelines as the District “Job Description” described below, and all logs of sessions, attendance, etc. are provided with the Invoice. Aides will be reimbursed at $25.00 per hour for services rendered.
   1:1 Aides will provide services either in person or through interactive video conferencing as a follow up to video conferencing instruction.
The Lakewood School District will NOT pay NOR reimburse for Transportation during the Remote Learning portion of the 2019-2020 school year (March 18, 2020 through June 30, 2020).

However, If your child is NOT receiving any services because the Program he/she attended is currently not providing services:

I. You may hire a New Jersey Department of Education (NJDOE) certified teacher to provide instruction at a rate of $40.00 per hour. The number of hours cannot exceed what is written in your Settlement. The District will reimburse you with proof of payment, an attendance log signed by the teacher, a copy of the Teacher’s certification and teaching log;

II. The paragraph above as to Related Services will apply – see above. *

III. There are NO 1:1 personal aides (paraprofessionals permitted).

*Subject to availability of Lakewood School District staff members.

It should be understood in all of the scenarios described above that:

5. You at any time may re-enroll your child any time in Lakewood public schools during the pandemic and receive a wide array of services provided to our public children;

6. Any and all requirements of your Agreement and the regular “proofs” and documentation required still apply.

7. Prior to commencing any of the above services you must enter in to a written understanding with the district
If you have any questions, please feel free to contact Michelle DiPietro, Supervisor of Child Study Teams at MDiPietro@Lakewoodpiners.org

Respectfully,

Laura A. Winters

Laura A. Winters
Superintendent of School

c:
Michelle Rosciano-DiPietro, Supervisor of Child Study Team
Adina Weisz, Supervisor of Related Services
Omaida Segui, Executive Secretary, Special Services
Jennifer Bunnell, Clerical Assistant, Special Services
Kevin Campbell, Assistant Business Administrator
Diane Piasentini, Purchasing Agent
General Counsel, Michael I. Inzelbuch, Esquire
State Monitor, David Shafter

Attachment: Paraprofessional Job Duties
1:1 Paraprofessional Support During Remote Learning

1:1 Paraprofessionals were hired to meet the needs of specific students, as per their IEP.

1:1 Paraprofessionals will plan with Special Education/General Education Teachers, as to what supports are needed specific to IEP Goals and Objectives.

1:1 Paraprofessionals will review strategies specific to IEP Goals and Objectives, as instructed by the Special Education Teacher.

1:1 Paraprofessionals will answer any questions or concerns from the teacher or student regarding assignments or tasks for the day.

1:1 Paraprofessionals will mirror classroom accommodations when applicable, if possible.

1:1 Paraprofessionals will provide clarification and support during assignments.

1:1 Paraprofessionals will assist the student during lessons, as per the student’s IEP.

1:1 Paraprofessionals will provide behavioral supports when needed, as collaborated with the Special Education and/or General Education Teacher.

1:1 Paraprofessionals may assist the General Education and/or Special Education teacher with daily communications with the families of their assigned student via email or phone. All communications must be documented.

1:1 Paraprofessionals may assist the General Education Teacher and Special Education teacher in devising accommodations, modifications, and special strategies for reinforcing material or skills based on an understanding of an individual student’s needs.

1:1 Paraprofessionals must meticulously document all communications with the individual student.

1:1 Paraprofessionals must meticulously document all communications with the individual families.