

Frequently Asked Questions (FAQ)

Who is eligible to receive Special Services?

Any child between the ages of 3 and 21, whose parents are legal residents of Teaneck, who has been found eligible to receive special education and related services, following assessment by the child study team.

What is the process to determine eligibility for Special Services?

Any child between the ages of 2 ½ and 5 can be evaluated by the Child Study Team (CST) to determine if an educational disability/delay exists. Parents are encouraged to phone the Special Services Department to request further information, if they suspect that their child has special needs. (201-862-5090)

The classroom teacher or parent may refer any child who is having difficulty in school to the school-based Intervention and Referral Service team. This multi-disciplinary team meets monthly, in each school, to recommend strategies to assist our students in general education settings. Members of this team may include the student's classroom teacher, school principal, a Child Study Team member, speech language specialist, school nurse and academic tutorial teacher. If school-based, general education efforts do not resolve the difficulty, the IR&S team may make a referral to the Child Study Team.

Children may be referred for evaluation based on a written request from a parent, teacher, or principal. After a referral is received, an evaluation-planning meeting is scheduled within twenty days to determine whether an evaluation is warranted. Parents participate in this meeting with members of the child study team and the child's classroom teacher. If there is an agreement to conduct an evaluation, parents provide

written consent regarding the nature and scope of the evaluation before assessments can begin.

The evaluation, which includes review of relevant data and individual tests, multi-disciplinary assessments and observations of the child, determines whether the child is classified with an educational disability as defined by the NJ Department of Education. The assessment process may take up to ninety days to complete. Parents are provided with written assessment reports ten days prior to their participation in an eligibility-determination meeting. If the evaluation team determines that a child does have a disability, a meeting is scheduled to develop an Individualized Education Plan (IEP) to address the child's needs.

What is an Individualized Educational Plan (IEP)?

The IEP is a written plan that describes the child's current academic achievement and functional performance, a specific course of action appropriate for the child and measurable goals or benchmarks. Parents attend the IEP meeting and provide written approval of the initial IEP before it is implemented.

A member of the Child Study Team serves as case manager and monitors the child's progress. The IEP is reviewed and updated annually.

Where can I get more information?

Your children are very important to us. This brief summary is provided as a brief introduction to Special Services. We encourage you to contact us with any questions or concerns regarding your child. Contact your child's teacher, principal or the Special Services Department, (201-862-5090). Members of the team are located in each of our school buildings.

The NJ Department of Education brochure "Parental Rights in Special Education" is available online: [Revised Parental Rights in Special Education \(PRISE\)](#), [Spanish PRISE](#), [Arabic PRISE](#). A copy of the brochure is also distributed by the Special Services Department to parents whose child is referred for an evaluation. A revised copy of the procedural safeguards statement that is published by the New Jersey Department of Education to meet the requirements of N.J.A.C. 6A:14-2.3(g)7, is now available on the New Jersey Department of Education website. This document explains the rights afforded under special education to adult students with disabilities and the parents of students with disabilities.